

UNIVERSITY OF WARWICK

SENATE

Minutes of the meeting held on Wednesday 3 July 2013

- Present: Vice-Chancellor (in the Chair), Professor R Ball, Professor C Bates, Professor A Caesar, Ms A Chambers, Ms A Chowcat, Professor C Constable, Professor S Croft, Mr R Green, Professor N Hewlett (to item 136/13-14), Professor N Holdsworth, Professor Christina Hughes, Professor S Jacka, Dr C Jenainati, Professor N Johnson, Professor T Jones, Dr J Kidd, Professor J Labbe (to item 118/12-13), Professor K Lamberts, Professor G Lindsay, Professor M Luddy, Professor A Muthoo (to item 125/13-14), Professor A Norrie, Professor C Sparrow, Mr N Swain, Professor M Taylor, Professor L Young
- Apologies: Dr A Adams, Professor A Czumaj, Professor J Davey, Professor C Dowson, Professor S Gilson, Professor Chris Hughes, Mr S Lamb, Professor J McCarthy, Professor M Nudds, Professor J Palmowski, Professor A Reeve, Dr D Roper, Professor M Shipman, Professor N Stallard, Professor S Swain, Professor P Thomas, Mr S Williams, Professor P Winstanley, Professor V Zammit
- In attendance: Academic Registrar, Administrative Officer (Academic Registrar's Office), Director of Finance and Financial Strategy, Deputy Academic Registrar, Deputy Registrar
For item 117/12-13 only: Professor K Butcher, Professor R Dashwood, Professor D Firth, Dr D Lines, Professor R Lindley, Dr H Schmitz, Professor N Stocks, Professor J Tresilian, Professor J Solomos

117/12-13 2013/14 Budget and the Provisional University Financial Plan 2013

CONSIDERED:

- (a) The 2013/14 Budget and the provisional University Financial Plan 2013 (S.53/12-13, attached) together with oral reports from the Vice-Chancellor and Group Finance Director.
- (b) A presentation on the University Financial Plan from the Group Finance Director.

REPORTED: (by the Group Finance Director)

- (c) That the Financial Plan would be submitted to the HEFCE at the end of July 2013.
- (d) In response to a question concerning a bond issue, that the economies of scale which made a bond issue advantageous would require a higher volume since the costs were also high and that a better rate could currently be achieved from the banks.
- (e) In response to a question on income generation, that a framework for the consideration of new academic activities capable of generating income would be considered over the summer vacation.

118/12-13 Minutes

RESOLVED:

That the minutes of the meeting of the Senate held on 12 June 2013 be approved.

119/12-13 Proposed Amendments to Regulation 8.12 (minute S.104(b)/12-13 referred)

REPORTED:

That following the approval by the Senate at its meeting on 12 June 2013, the Chair of the University Council approved the proposed amendments to Regulation 8.12 by Chair's Action on behalf of the Council with immediate effect.

120/12-13 Revisions to University Ordinances and Regulations (minute S.111/12-13 referred)

CONSIDERED:

A re-drafted Regulation 23 on Student Disciplinary Regulations, paper S.52/12-13 (revised 1).

REPORTED:

- (a) That at its meeting held on 12 June, the Senate considered proposed amendments to Regulation 23 on Student Disciplinary Regulations, paper S.52/12-13, and resolved that a meeting be arranged by the Assistant Registrar (Strategy & Change) between the Students' Union and relevant colleagues to address issues of concern and bring forward an amended Regulation 23.
- (b) That the President of the Students' Union had raised a number of outstanding points on behalf of SU colleagues arising from the revised Regulation 23 once the revised paper was circulated, the majority of which were understood to have been settled at the above meeting.

RECOMMENDED: (to the Steering Committee)

That since a number of the issues raised by the President of the Students' Union were issues of principle rather than matters to be addressed through training or procedural guidance, and in the light of the approval of the Senate for the amendments made to date, authority be delegated to the Steering Committee to review outstanding issues and approve the revised draft on behalf of the Senate in order that approval from the Council be secured by the start of the academic year 2013-14.

121/12-13 Vice-Chancellor's Business: Growth in Research Income

REPORTED:

That the significant upward trend in research grant and contract income had continued, particularly in terms of awards from the Engineering and Physical Sciences Research Council EPSRC and that congratulations be extended to colleagues for an extraordinary effort.

122/12-13 Vice-Chancellor's Business: Comprehensive Spending Review

REPORTED:

That the cut of 5.9% in the BIS budget was less severe than anticipated and that the science ring fence had been maintained, noting that cuts were anticipated to affect the National scholarship Programme and teaching monies, continuing the underline the need for the University to seek alternative sustainable sources of funding.

123/12-13 Vice-Chancellor's Business: Monash-Warwick Alliance

REPORTED:

That the Alliance had made its first three joint research appointments in the fields of nanomedicine and chemical engineering and that these appointments reinforced the institutional commitment to the Alliance which was intended to act as a positive platform for engagement.

124/12-13 Vice-Chancellor's Business: Open Days

REPORTED:

That the Undergraduate Open Days held on 21st and 22nd June and the WMG Academy Open Day held on 29th June had been extremely successful and received very positive feedback and that thanks be recorded for the collaborative efforts of colleagues in the Student Admissions and Recruitment Office, academic departments, Estates and Campus and Commercial Services.

125/12-13 Vice-Chancellor's Business: Student Action on Campus

REPORTED:

- (a) In response to a question relating to the impact of student action upon some staff, that judgement had to be exercised in striking the appropriate balance between ensuring that the campus remained a liberal space open for discussion and any perceived negative impact on the community.
- (b) In response to a question about booking of University rooms, that the University would address the matter of regulations currently governing the use of rooms, specifically provisions relating to use in the event of an unlawful act being anticipated.

(by the Postgraduate Sabbatical Officer)

- (c) That there was more work the Students' Union could do to make clearer the significant amount of good work undertaken by the Union in partnership with the University.

(by the President of the Students' Union)

- (d) That The Students' Union would encourage engagement in open student fora, noting that there had been no prior contact between the Sabbatical team and the protestors.

126/12-13 Registrar's Business: Appointment of Gillian McGrattan as Director of Human Resources

REPORTED: (by the Deputy Registrar)

That Gillian McGrattan joined Warwick as HR Director on 17 June, from National Savings and Investments, an agency of the Treasury, where she was Corporate Services Director, it being noted that Gillian's appointment completed the senior officer team.

127/12-13 Registrar's Business: Appointment of the non-academic member to the Council

REPORTED: (by the Deputy Registrar)

- (a) That amongst the current membership of the Council was a non-academic appointee and that the position of this appointee had recently been considered in the light of the recommendations arising from the recent Council Effectiveness Review, noting that the criteria for their appointment indicated that "the non-academic member of staff appointed to the Council will not normally be drawn from the academic or central administration area of the University, the objective being to broaden the range of experience and understanding of the University's operations and activities which may be drawn on by the Council."
- (b) That the Nominations Committee noted at its May meeting that it would be useful to have the different perspective that could be brought from the wider non-academic community as part of the Council membership, and it was felt that there was now a sufficiently broad range of potential nominees such that nominations might be successfully drawn from the wider University.
- (c) That the current postholder, James Kennedy, had been appointed for a period of one year in the first instance, his term of office expiring in 2013 and that it was therefore proposed that nominations be sought for the appointment of a non-academic member of staff to serve for a full three year term from 1 August 2013 to 31 July 2016, with the Senate in due course approving the nomination in accordance with Ordinance 5.

128/12-13 Registrar's Business: IT Breach

REPORTED: (by the Deputy Registrar)

- (a) That the University had been subjected to a serious, sustained and professionally organised cyber attack which had been quickly identified and investigated by specialist services.
- (b) That staff in ITS were grateful for colleagues' forbearance in the light of demands for immediate password changes and other measures occasioned by the breach.
- (c) That whilst the University sought to make its IT provision and services as open and accommodating as possible, an inevitable consequence would be a requirement for a greater emphasis to be placed upon the protection of the University's assets and information.

129/12-13 Report from the Warwick Institute of Education Implementation Group (minute S.98/12-13 referred)

REPORTED: (by Professor Stuart Croft, Chair of the Warwick Institute of Education Steering Group)

- (a) That the implementation process was progressing in line with expectations, the first phase having involved considerable effort from colleagues in Human Resources in the processes of job evaluation and job matching for the administrative structures as well as the on-going EVLS process.
- (b) That multiple methods of communication and consultation were in place for both staff and students.
- (c) That within the implementation structure, the different groups had clear remits of operation and were addressing key challenges including: the adequacy of PhD student supervision arrangements; identification of 'core' research groups for the Centre for Education Studies; securing sufficient resource to meet existing teaching requirements; redevelopment of the undergraduate and postgraduate teaching portfolios; redevelopment of the existing workload model; ensuring a flexible structure for the Centre for Professional Education; developing a wider vision for person-centred professions, and establishing effective ways of working for the new, untested 'hub and spoke' model for the Centre for Education Studies.
- (d) That since there would be no visit from OFSTED until the start of the Autumn term at the earliest, the new structures would be in place for the next visit.

130/12-13 University Strategy Review (minute S.112/12-13 referred)

REPORTED: (by the Deputy Registrar)

- (a) That the Strategy Working Group exercise had been held with Heads of Departments at the meeting of the Heads Forum held on 17 June and would be repeated with incoming and outgoing Students' Union Sabbatical Officers at the meeting of the Senior Management Team on 9th July.
- (b) That contributions made through these exercises would be collated into discussion papers to be shared with the University community in the Autumn Term, prior to being considered by the Council at its meeting in November 2013.
- (c) That a collaborative sandpit exercise being facilitated on the postgraduate student experience was also expected to make a contribution to the strategy development exercise.

131/12-13 Report from the Review of the Graduate School

REPORTED: (by the Deputy Registrar)

That the Report on the Review of the Graduate School conducted on 1-2 May would be considered by the Steering Committee at its meeting on 8 July and that, in the light of Professor Labbe's appointment to the role of Pro-Vice-Chancellor at the University of Sheffield, the decision had been taken that the role of Chair of the Board of Graduate Studies and all responsibilities which accrued to it, would be assumed on an interim basis by Professor Jan Palmowski with operational effect

from 4 July 2013, until the long-term leadership of the Graduate School was resolved, noting that Professor Labbe would continue to attend meetings of the Steering Committee until the end of July.

132/12-13 Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.54/12-13) and its resolutions recorded under the following items:

(a) League Table Performance

REPORTED: (by the Vice-Chancellor)

- (i) That consideration had been given to the University's performance in the recent Complete University Guide League table where Warwick dropped from 8th place and the Guardian league table, in which Warwick had dropped to 10th place.
- (ii) That the University was undertaking a number of strategies to improve its performance: termly reports were now being made by the Enhancing Student Satisfaction Project on the timeliness of feedback; enhanced information on teaching and learning was being incorporated into annual academic processes; activities to enhance the student experience were ongoing; there had been both capital investment and investment in new posts through ARC to improve the student experience at the University, and it was anticipated that the falling student population in conjunction with an increasing staff population through investments for REF 2014 will help Warwick's performance in the staff:student ratio measure, as well as in metrics such as academic spend and facilities spend that are calculated as spend per student.
- (iii) That Student Careers and Skills had launched a number of initiatives to support Warwick graduates in the continuing difficult labour market, including the Warwick Graduate Internships Programme and the Finalists Toolkit.

(b) Freedom of Information: Pre-Publication Research Exemption

REPORTED: (by the Vice-Chancellor)

- (i) That Clause 19 of the Intellectual Property Bill amended the Freedom of Information Act 2000 to create a new, qualified, exemption for pre-publication research and made clear that the exemption required that disclosure of the information would be prejudicial to the interests of the research programme, an institution or individual undertaking it, or an individual participating in it.
- (ii) That the Steering Committee noted that premature publication through FOI requests of information and data from research programmes could harm the quality and reputation of UK research and undermine its competitive position, as well as discourage research partnerships with commercial and charitable bodies.

(c) Warwick Awards for Teaching Excellence

REPORTED: (by the Vice-Chancellor)

That congratulations be extended to the 2013 winners: Antony Brewerton, (Library); Louise Gracia, (WBS); Robin Naylor, (Economics); Ashley Roberts, (WBS) and Christine Smith (LDC), (Butterworth Award).

(d) Lister Research Prize Fellowship 2013

REPORTED: (by the Vice-Chancellor)

That the congratulations of the Senate be extended to Dr Straube on the award of one of four prestigious Lister Research Prize Fellowships in recognition of her research.

(e) 2013 Orwell Prize

REPORTED: (by the Vice-Chancellor)

That Professor Andrew Williams be congratulated on the award of the prestigious 2013 Orwell Prize for political writing.

(e) Global Universities Summit

REPORTED: (by the Vice-Chancellor)

That thanks be extended to colleagues instrumental in ensuring the success and smooth running of the 2013 Global Universities Summit held in London on 28-30 May 2013 which featured speeches from the Rt. Hon. Dr Vince Cable MP, and the Mayor of London, Boris Johnson which had attracted interest from the international media.

(f) Monash-Warwick Joint PhD Programme

(g) Institute for Public Policy Research Report Launch

(h) Proposed Changes to Medical Education and Research Funding

(i) Additional Knowledge Exchange Funding through the Higher Education Innovation Fund

(j) Faculty of Social Sciences Research Impact Awards

(k) Institute of Advanced Study Annual Report

(l) Innovation: Health and Wealth (Accelerating Adoption and Diffusion in the NHS)

(m) Pre-Audit Review of Data for 2013/14 QR Business Research Element

(n) Education Update

(o) Warwick Graduate School Update

(p) Review of the Warwick Chaplaincy and Faith Provision

(q) World Environment Day

133/12-13 Report from the Academic Staff Committee

CONSIDERED:

A report from the Academic Staff Committee (paper S.55/12-13) and its resolutions under the following items:

(a) Membership of the Academic Staff Committee for 2013/14

RESOLVED:

That the proposed membership of the Academic Staff Committee for 2013/14 be approved as set out in paper ASC5/12-13 appended to paper S.55/12-13.

(b) Membership and Terms of Reference of the Probation Review Group for 2013/14

RESOLVED:

That the proposed membership and Terms of Reference of the Probation Review Group for 2013/14 be approved as set out in paper ASC7/12-13 appended to paper S.55/12-13.

(c) Revision of Regulation 4(10)

RECOMMENDED: (to the Council)

That the proposed revisions to Regulation 4(10) be approved as set out in Appendix A of paper S.55/12-13.

(d) Criteria for Teaching Promotions

RESOLVED:

That the proposed amendments to the teaching promotion criteria be approved as set out in Appendix B of paper S.55/12-13.

(e) Annual Review 2011/12: Promotion to Professors and Readers on a fast-track basis

(f) Annual Review 2012/13: Promotion to Professors, Professorial Teaching Fellow, Readers, Principal Teaching Fellows, Senior Teaching Fellows, Teaching Fellows, Principal Research Fellows and Senior Research Fellows

134/12-13 Report from the Academic Quality and Standards Committee

CONSIDERED:

A report from the Academic Quality and Standards Committee (paper S.56/12-13 {Parts 1 and 2}) and its resolutions under the following items:

(a) Student Academic Complaints Procedure

RESOLVED:

That the revised Student Academic Complaints procedure be approved as set out in paper AQSC 51/12-13, appended to paper S.56/12-13 {Part 1}.

(b) Review of the “50% Rule”

RESOLVED:

That that the proposal to discontinue the “50% Rule” be approved as set out in paper S.56/12-13 {Part 1}, noting that a Working Group of the Academic Quality and Standards Committee be established to review associated issues and develop an institutional assessment strategy.

(c) Regulation 8 Appeals

RECOMMENDED: (to the Council)

That amendments proposed to Regulations 37.5 and Regulation 38 to bring them into line with changes previously approved to Regulation 8 with respect to the consideration given to student appeals by Preliminary Review Panels be approved as set out in paper BGS 86/12-13 (revised), appended to paper S.56/12-13 {Part 1}.

(d) Harmonisation of the First Year Board of Examiners’ Conventions

RESOLVED:

That the proposed amendments to the First Year Board of Examiners’ Conventions be approved as set out in paper BUGS 18/12-13, appended to paper S.56/12-13 {Part 1}.

(e) Undergraduate Degree Classification Conventions

RESOLVED:

That the proposed amendments to the Undergraduate Degree Classification Conventions be approved as set out in paper AQSC 69/12-13, appended to paper S.56/12-13 {Part 1}.

(f) Good Practice Guide on Monitoring Student Attendance and Progression

RESOLVED:

That the amendments proposed to the Good Practice Guide on Monitoring Student Attendance and Progression be approved as set out in paper AQSC 70/12-13, appended to paper S.56/12-13 {Part 1}.

(g) Contact Hours

(h) International Student Barometer Autumn Wave 2012 Outcomes

(i) Institute for Advanced Teaching and Learning

(j) Regulation 11: Cheating in University Tests

(k) Revisions to Regulation 8.10

RECOMMENDED: (to the Council)

That the proposed revisions to Regulation 8.10, as recommended by the Board of Undergraduate Studies be approved, as set out under item 5 of paper S.56/12-13 {Part 2}.

(l) Collaborative Course Proposals

RESOLVED:

That the collaborative course proposals and revised proposals be approved, as put forward under the headings below under item 6 of paper S.56/12-13 {Part 2}, (noting that relevant papers were available online):

- (i) School of Life Sciences Collaboration with Hangzhou Normal University, China
 - (ii) School Direct
 - (iii) MA in Educational Leadership (Future Leaders)
 - (iv) Hong Kong Vocational Training Council
 - (v) National Defence University of Malaysia
 - (vi) Ninestiles School, Birmingham
 - (vii) Centre for Urban Science and Progress (CUSP)
 - (i) MSc in Data Analytics (CUSP)
 - (ii) MSc in Information Engineering (CUSP)
 - (viii) British School at Athens
 - (ix) MA in International Performance Research (MAIPR)
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- (m) New Undergraduate Courses of Study
 - (n) Revised Undergraduate Courses of Study
 - (o) New Postgraduate Courses of Study
 - (p) Revised Postgraduate Courses of Study
 - (q) Discontinued Postgraduate Courses of Study

135/12-13 Report from the Honorary Degrees Committee

RECEIVED:

The provisional draft schedule of degree ceremonies for July 2013 (paper S.57/12-13).

136/12-13 Report from the Information Policy and Strategy Committee

RECEIVED:

A report from the Information Policy and Strategy Committee (paper S.58/12-13) and its resolutions recorded under the following items:

- (a) Information Security Framework
- (b) Guidance on the Use and Selection of Cloud Services
- (c) Open Access Update
- (d) Membership and Access Management
- (e) Update from Research Data Steering and Operational Groups
- (f) JISC Banding Review

137/12013 Report from the Intellectual Property Committee

RECEIVED:

A report from the Intellectual Property Committee (paper S.59/12-13) and its resolutions recorded under the following items:

- (a) IP Operating Agreement with Monash University
- (b) Warwick Analytical Measurement Services (now Warwick Scientific Services)
- (c) Awareness of IP Policies in Postgraduate Research
- (d) Student Research Notebooks

138/12-13 Report from the Research Committee

CONSIDERED:

A report from the Research Committee (paper S.60/12-13) and its resolutions recorded under the following items:

- (a) Establishment and Dis-establishment University Research Centres

RESOLVED:

That the dis-establishment of the Financial Options Research Centre; the Financial Econometrics Research Centre; the International Centre for Governance and Public Management and the Centre for Management Under Regulation and the establishment of the Warwick Centre for Industrial Biotechnology and Biorefining be approved as set out in paper S.60/12-13.

- (b) Review of University Research Centres

RESOLVED:

That the pro-forma for the triennial review of University Research Centres and endorse its use for the review of University Research Centres be approved as set out in paper RC.33/12-13 (revised 1) appended to paper S.60/12-13.

139/12-13 Awards and Distinctions

RECEIVED:

A paper setting out Awards and Distinctions conferred upon members of the University since the last meeting of the Senate held on 12 June 2013, S.61/12-13.

140/12-13 Appointment of a Representative of the Senate to the Council

REPORTED: (by the Deputy Registrar)

- (a) That, in accordance with Ordinance 5 on the Procedure for the Appointment of Members of the Council by the Senate, the Registrar had written to members of the Senate to seek nominations for the appointment of three academic members of the Senate to membership of the Council for the period from 1 August 2013 through to 31 July 2016.
- (b) That four nominations had been received against these vacancies and that, as a consequence, a secret ballot would be held to determine the representatives of the Senate on the Council from amongst the proposed nominees.

Note: Following the conduct of the secret ballot at the meeting, members of the Senate were advised that Professors Swain, Winstanley and Christopher Hughes had been elected as representatives of the Senate on the Council for the period from 1 August 2013 to 31 July 2016.

141/12-13 Membership of the Senate

RECEIVED:

The membership of the Senate for the academic year 2013/14 (paper S.62/12-13).

RESOLVED:

That the thanks for the Senate be extended to those members whose term of office expired in 2013: Professor Bates, Professor Czumaj; Professor Dowson; Professor Holdsworth; Professor McCarthy; Dr Roper, Professor Stallard and that particular thanks be extended to student members Nick Swain, James Entwistle and Anna Chowcat, Professor Lamberts and Professor Labbe on the occasion of their departure from the University.

142/12-13 Proposed 2013/14 Dates for Meetings of the Senate and Term Dates to 2023/24

RESOLVED:

That the dates for meetings of the Senate for the academic year 2013/14 and University term dates to 2023/24 be approved as set out in paper S.63/12-13.

143/12-13 Apprenticeships Policy

RESOLVED:

That the new University Apprenticeships Policy be approved as set out in paper S.65/12-13.

144/12-13 Revisions to University Ordinances and Regulations

RESOLVED:

That the amendments proposed to: Ordinance 7 on the Constitution of the Boards of the Faculties; Ordinance 8 on Sub-Faculties; Regulation 2 on Committee Elections; Regulation 8 Regulations for First Degrees and Regulation 9 on the Constitutions of Boards of Examiners be approved as set out in paper S.67/12-13, following the revision of the name of the 'Sub Faculty of Science' to 'Faculty of Science Undergraduate Studies Committee', as resolved by the Senate at its meeting on 12 June 2013 (minute S.105(c)(vii)/12-13 referred).

RECOMMENDED: (to the Council)

That the proposed revisions to Regulations 2, 8 and 9 be confirmed and that the proposed revisions to Ordinance 7 and Ordinance 8 be approved for the first time as set out in paper S.67/12-13.

145/12-13 Vice-Chancellor and President's Action: Conferral of Title of Emeritus Professor

REPORTED:

That the Vice-Chancellor, on behalf of the Senate, had approved the conferral of the title of Emeritus Professor on the following colleague with effect from their retirement (given in brackets below):

Professor Rob Burns, Department of German Studies (30 June 2013)

146/12-13 Student and alumni deaths

REPORTED:

That the University had been informed of the deaths of the following students and alumni since the last meeting of the Senate, held on 3 July 2013, and that the condolences of the Senate be extended to the families of:

Student:

Mr Oluwole Akinsanya, MBA (Distance Learning) 2010-2013

Alumni:

Mr David Allan, MPA Public Administration 2000-2004

Mrs Marie Cherry, MA Educational Management 2003-2006

Mr Peter Clapperton, PExDipl Engineering Business (IMDS) 1991-1993

Mr Peter Cook, BSc Engineering Electronics 1985-1988

Dr Alan Sensier, Cert Diabetes Care (Distance Delivery Course) 2001-2003

Mr Chris Smith, Postgraduate Diploma in Public Finance and Leadership 2009-2010

Mrs Ekaterini Vakondiou-Davia, LLM Law in Development 1992-1995

Mrs Rosemarie Wells, BA English and American Literature 1967-1970

147/12-13 Date of the next meeting

REPORTED:

That the next meeting of the Senate would be held in the autumn term 2013-14 on Wednesday 2 October 2013 in the Council Chamber, Senate House.

JH/HRWS/SB 03Jul13 final draft mins

24/09/2013