

UNIVERSITY OF WARWICK
SENATE
OPEN MINUTES OF THE MEETING HELD 14:00, WEDNESDAY 23 JANUARY 2019
IN THE COUNCIL CHAMBER, SENATE HOUSE

Present	Professor Stuart Croft	SC	Vice-Chancellor
	Professor Jo Angouri	JA	Representative of the Assembly
	Professor Daniel Branch	DBranch	Representative of the Board of the Faculty of Arts
	Dr Dave Britnell	DBritnell	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Dr David Davies	DD	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Claire Davies	CD	Representative of the Board of the Faculty of Science, Engineering & Medicine (item 034 onwards)
	Professor Chris Ennew	CE	Provost
	Dr Rebecca Freeman	RF	Representative of the Assembly
	Professor Lorenzo Frigerio	LF	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Robin Goodwin	RGoodwin	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Robin Green	RGreen	Librarian
	Professor Frances Griffiths	FG	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Chris Hughes	CH	Pro-Vice-Chancellor (Education)
	Kate Ireland	KI	Representative of the Board of the Faculty of Social Sciences
	Liam Jackson	LJ	President, Students' Union
	Professor Virinder Kalra	VK	Representative of the Board of the Faculty of Social Sciences (item 034 onwards)
	Larissa Kennedy	LK	Education Officer, Students' Union
	Ellie King	EK	Postgraduate Officer, Students' Union
	Professor Andy Lavender	ALavender	Representative of the Board of the Faculty of Arts
	Professor Ranko Lazic	RL	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Geoff Lindsay	GL	Representative of the Board of the Faculty of Social Sciences
	Professor Andrew Lockett	ALockett	Representative of the Board of the Faculty of Social Sciences
	Professor Jonathan Millar	JM	Representative of the Assembly
	Dr Rachel Moseley	RM	Representative of the Board of the Faculty of Arts
	Professor Zahra Newby	ZN	Representative of the Board of the Faculty of Arts
	Professor Alison Ribeiro de Menezes	ARdM	Representative of the Board of the Faculty of Arts
	Professor Lesley Roberts	LR	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Penny Roberts	PR	Chair, Faculty of Arts
	Dr Gavin Schwartz-Leeper	GSL	Representative of the Assembly
	Professor Mike Shipman	MS	Chair, Faculty of Science
Professor Jeremy Smith	JS	Representative of the Board of the Faculty of Social Sciences	
Professor Simon Swain	SS	Pro-Vice-Chancellor (External Engagement)	
Professor Pam Thomas	PThomas	Pro-Vice-Chancellor (Research)	
Paul Trimmer	PTrimmer	Representative of the Assembly	
Attending	Dr Charlotte Croft	CCroft	Work shadowing
	Dr Catherine Cochrane	CCochrane	Director of Research and Impact Services (item 033 only)
	Rosie Drinkwater	RD	Group Finance Director

Phil Griffiths	PG	Administrative Officer, Academic Registrar's Office (minutes)
Chris Key	CK	Deputy Finance Director (Projects) (item 033 only)
Geraldine Mills	GM	Interim HR Director (item 033 only)
Claire O'Leary	COL	Assistant Director, International Student Office (item 036 only)
Dr Michelle Miller	MM	Work shadowing
John Phillips	JP	Director of Health and Safety (item 039 only)
Alyson Quinn	AQ	Work shadowing
Natalie Snodgrass Tan	NST	Investigations & Mediation Consultant (item 038 only)
Rachel Sandby-Thomas	RST	Registrar (Secretary)
Sharon Tuersley	ST	Secretary to Council
Dr Chris Twine	CT	Academic Registrar
Roberta Wooldridge Smith	RWS	Deputy Academic Registrar (Assistant Secretary)

Ref	Item
030	<p>Welcome, Thanks and Apologies</p> <p>The Chair welcomed the following:</p> <ul style="list-style-type: none"> • Dr Gavin Schwartz-Leeper, joining Senate as a representative of the Assembly. • Dr Michelle Miller, Dr Charlotte Croft and Alyson Quinn, all of whom were taking part in the academic shadowing programme. • Roberta Wooldridge Smith who had served as Assistant Secretary to the Senate since 2012 and who would take up a new appointment as Director of Student Opportunity with effect from 1 March 2019. <p>The Chair thanked Professor Vanessa Munro who stood down from Senate following the appointment of the new Head of the School of Law, Professor Andrew Sanders.</p> <p>Apologies were received from Professor Louise Gracia, Professor Seán Hand, Professor Saul Jacka, Professor Cathia Jenainati, Professor Sudhesh Kumar, Professor Matt Nudds, Professor Colin Sparrow and Professor Mike Ward.</p>
031	<p>Minutes of last meeting on 17 October 2018</p> <p>The minutes of the meeting held on 17 October 2018 were received and approved, subject to minor amendments.</p>
032	<p>Matters arising from last meeting on 17 October 2018</p> <p>The Senate received and noted a report providing updates on matters arising from the meeting of the Senate held on 17 October 2018 (S.17/18-19).</p>
Strategic Item	
033	<p>"No deal" Brexit Outcome</p> <p>The Academic Registrar, Interim Director of Human Resources, Director of Research & Impact Services and Deputy Finance Director/Projects presented key aspects of the University's preparations for a "No deal" Brexit outcome, with the following key points:</p> <ul style="list-style-type: none"> • Separate teams were leading on the principal areas affected, viz students, staff, research and finance/legal. • Moving forward a task group with representation across key areas would meet regularly. • Particular attention was being paid to the position of Warwick students who would be in Europe on placement on and after 31 March 2019. • Consideration was being given to models of support for student mobility beyond the period for which funding was guaranteed. • The longer-term strategy was to develop a series of more strategic partnerships with high calibre institutions, and to encourage students to take up opportunities through these. • Key risks for staff remained recruitment and retention of EU nationals. • A programme of support had been put in place for existing Warwick staff who were EU nationals to respond to queries and concerns. • The UK Government had undertaken to underwrite some areas of competitive research funding and that any withdrawal from that position would represent a major breach of trust with the sector.

	<ul style="list-style-type: none"> • Colleagues at Warwick were engaging with opportunities to bid for existing Brexit replacement funds. • Continued access to Horizon 202 remained the University's preferred outcome. • A number of financial challenges existed, notably in relation to the potential imposition of WTO import Duty, Foreign Exchange Risk Exposure, intellectual property and contract liability. • Analysis of University supply chains and those of consortia were being reviewed. <p>ACTION: Strategic institutional leads to continue to lead their respective preparations on students, staff, research, finance and legal matters.</p>
Chair Update	
034	<p>Chair's Business</p> <p>The Chair provided verbal reports on the following items:</p> <p>(a) ATHENA SWAN</p> <p>The University had retained its Silver Athena SWAN Charter Mark in the 2018 submission round, an important indicator of work undertaken to address gender equality in academia and professional and support roles. Politics and International Studies (PAIS) secured a Bronze award and Life Sciences progressed from Bronze to Silver.</p> <p>(b) Changes to USS pension contributions</p> <p>Additional contributions would be payable to USS with effect from April 2019, with further payment adjustments in April and October 2020, which would be a concern for member and institutions alike and that the outcome of the most recent consultation was awaited.</p> <p>(c) Fees Review</p> <p>That the Review led by Philip Augur was due to report in February 2019 and that there had been media coverage of speculation that a tuition fee of £6k would be recommended. Such an outcome was likely to lead to profound change for Warwick and could have an even greater impact elsewhere in the sector.</p>
035	<p>Registrar's Update</p> <p>The Registrar provided verbal reports on the following items:</p> <p>(a) Hybrid Planning application</p> <p>The Hybrid planning application had been approved by Coventry City Council in November 2018 to give more time to ensure section 106 mitigation measures and objections currently lodged could be dealt with between statutory authorities. The campus Masterplan had been approved at Warwickshire Cabinet on 8 November 2018.</p> <p>(b) Student numbers</p> <p>A broad increase had been noted of 4.9% on target numbers for full time students across UG, PGR and PGT with variances across departments.</p> <p>(c) UKVI Audit</p> <p>The University was awaiting confirmation of an audit of compliance with its immigration sponsor obligations and this was currently expected to take place in the first quarter of 2019. The audit would cover the licences held for Tier 2 (skilled workers), Tier 4 (students) and Tier 5 (temporary worker – government authorised exchange).</p> <p>(d) New style of committee reporting</p> <p>A new style of agenda, reports and minutes had recently been introduced by the Institutional Governance Team in response to feedback from Council members. The new style was intended to be clearer and more concise to facilitate effective decision-making at Committee meetings. The new style had been piloted by the Council and its sub-committees since the beginning of the 2018-19 academic year and had been very well received. It is was therefore intended to trial the new style at Senate meetings.</p>
036	<p>Warwick Welcome 2018</p> <p>The Assistant Director, International Student Office presented a report on the Warwick Welcome Week and Weekend 2018 (S.18/18-19) with the following key points:</p>

	<ul style="list-style-type: none"> • That the delivery of Warwick Welcome 2018 had been a cross-institutional project between the Students' Union, academic departments and professional service areas and had delivered a high quality experience for incoming Warwick undergraduate students. • That the core team had led a feedback exercise with stakeholders to produce the comprehensive feedback report which emphasised how well the Welcome had been received and provided useful indicators for future development. <p>ACTIONS:</p> <ol style="list-style-type: none"> 1) Preparations for Warwick Welcome 2019 to focus particularly on the experience of joint Honours students. 2) Further engagement to take place with academic departments with respect to academic induction. 3) Further links to the University's wider region, and connection with Coventry's City of Culture status in 2021 to be reflected in the programme in 2019.
037	<p>Revised Ordinances</p> <p>The Secretary to Council presented a report S.6/18-19 (revised) on the draft revised Ordinances as part of the University's review of its Governing Instruments.</p> <p>DECISION: The Senate recommended the Revised Ordinances for consideration by the Council, for the second time.</p>
038	<p>Student Discipline Framework Update</p> <p>The Investigations & Mediation Consultant presented the report outlining draft revisions to Regulation 23 on Student Discipline and Regulation 27 on Residential Accommodation (S.19-18/19), with key points highlighted as follows:</p> <ul style="list-style-type: none"> • A substantial overhaul of Regulation 23 was planned for the summer term 2019. • The team managing the disciplinary caseload had experienced a recent capacity issue in the light of behavioural changes which had taken place in the student population. • Revisions to regulation were being proposed to enable earlier consideration of discipline cases where culpability had been acknowledged by students to ensure a timely resolution to cases. • That proposals had been considered by the Students' Union-University Liaison Group, and the Alcohol and Drug Advisory Group. • That the substantial revision of Regulation 23 would include the establishment of regular meetings of the Discipline Committee, rather than <i>ad hoc</i> as occurred currently; the professionalisation of investigation services and further development of the Statement of Expected Student Behaviour supported by additional training and education provision online on topics such as drug awareness and hate crime. <p>The Senate discussed the draft revised Regulation 23 on Student Discipline and a draft revised Regulation 27 on Residential Accommodation (S.19/18-19) and key points were highlighted as follows:</p> <ul style="list-style-type: none"> • Regulation 23 needed to be benchmarked within the sector and with reference to attitudinal changes within wider society. • Members were unable to support the introduction of fines for second offences at the level proposed, noting that this meant there would be a hiatus in some student cases proceeding. The Committee discussed the need for further work to be undertaken within the student population and through events such as Warwick Welcome to set out clearly the values of the University community and behaviours expected from members of that community. <p>DECISION: The Senate approved changes proposed to Regulations 23 and 27 relating to the standard of proof, references to legislative Acts concerning illegal substances, the proposed streamlined process for appeals and other options for disciplinary outcomes, including those encouraging behavioural change.</p> <p>ACTIONS:</p> <ol style="list-style-type: none"> 1) Revisions to Regulation 23, concerning second offences relating to illegal substances Class B/C with admission, to be brought back for consideration at the next meeting in March. 2) The proposed overhaul of the disciplinary process and associated regulation to be completed in time for recommendations to be made to the meeting of the Senate to be held in July 2019.

039	<p>Report to Council on the Assurance of Quality & Standards</p> <p>The Pro-Vice-Chancellor (Education) presented the report on academic quality, standards and the student experience at the University in 2017/18 (S.20/18-19) with key points highlighted as follows:</p> <ul style="list-style-type: none"> • The report had been presented to the Audit and Risk Committee and the Council in November 2018. • It had subsequently been submitted to the Office for Students in December 2018 in order to provide the necessary evidence that the University meets its conditions of registration. <p>The Senate noted that that changes would be made to future iterations to enhance compliance mapping within the document.</p>
040	<p>Health & Safety Progress Report</p> <p>The Director of Health & Safety presented the report (S.21/18-19) itemising steps taken since the Internal Audit of December 2016 and work conducted in the light of the adoption of the OHSAS 18001 standard and associated audits conducted by the British Standards Institute.</p> <p>The Senate noted the additional layer of assurance provided by adoption of the OHSAS 18001 standard.</p>
041	<p>Report from the Steering Committee</p> <p>The Chair presented the report (S.22/18-19) providing an update on discussions held and key decisions reached by the Steering Committee, noting that a number of the items contained within it were the subject of discussion under other sections of the agenda.</p> <p>Student members highlighted concerns around Muslim students' experience of Prevent and noted a desire for further reassurance to be given to this section of the community.</p> <p>ACTION:</p> <ol style="list-style-type: none"> 1) CT to contact DBritnell in connection with work placement fees for overseas students. 2) SC to bring forward a short report on Prevent actions.
042	<p>Report from the Equality & Diversity Committee</p> <p>The Provost presented a report from the Equality & Diversity Committee providing an update on key developments in equality and diversity during 2017-18 (S.23/18-19), with the following key points:</p> <ul style="list-style-type: none"> • The Director of Social Inclusion had now been appointed and there was overlap and interdependency with Equality & Diversity work. • That a priority for the Committee in the coming months would be the development of an integrated and coherent approach across all relevant areas of activity. <p>Members discussed the presentation of data in a number of areas in the report and the desirability of generating a more strategic discussion on the topic at a future meeting. It was further noted that the BAME category appeared problematic and that it concealed significant variability which merited specific review.</p> <p>ACTION:</p> <ol style="list-style-type: none"> 1) LJ to contact CE to discuss reviewing measures to ensure impact is captured. 2) LR to send CE specific examples of data-related issues within the report.
043	<p>Report from the Research Committee</p> <p>The Pro-Vice-Chancellor (Research) presented the report from the Research Committee meeting held on 11 October (S.24/18-19), with the following key points:</p> <ul style="list-style-type: none"> • The Scholarly Communications Group had reviewed issues of openness in research and in view of the importance of the open research agenda it was recommended that the group be established on a formal footing with a new title. <p>DECISION: The Senate approved the establishment of an Open Research sub-committee of the Research Committee, its proposed Terms of Reference and membership.</p>

044	<p>Report from the Honorary Degrees Committee</p> <p>The Secretary to Council presented the update report from the Honorary Degrees Committee (S.25/18-19).</p>
Items below this line were for receipt and/or approval, without discussion	
045	<p>Vice-Chancellor's Action</p> <p>The Senate received and noted a report (S.26/18-19) of items considered by Chair's Action since the last meeting:</p> <ul style="list-style-type: none"> • Amendments to the constitution of the sub-group of Stealing approving the nominations of new external examiners to reflect changes to titles of some members and the need to allow deputies to ensure business continuity. • The appointment of Professor Cristina Dondi, Professor Mark Greengrass and Professor Andrew Hadfield, as external members of the Advisory Board of the Centre for the Study of the Renaissance. • The appointment of Professor Stephen Jarvis as a member of the Honorary Degrees Committee.
046	<p>Ordinance 13 – Inclusion of the title Master of Science (MSci)</p> <p>The report (S.12/18-19) was received and approved.</p> <p>DECISION: The Senate recommended to the Council for the second time the proposed changes to Ordinance 13.</p>
047	<p>Ordinance 13 – Inclusion of the award of PGCE and associated exit qualification</p> <p>The report (S.28/18-19) was received and approved.</p> <p>DECISION: The Senate recommended to the Council for the first time the proposed changes to Ordinance 13.</p>
048	<p>Regulation 11 – Update</p> <p>The report (S.29/18-19) was received and approved.</p> <p>DECISION: The Senate approved the proposed changes to Regulation 11 with immediate effect.</p>
049	<p>Regulation 41 – Update</p> <p>The report (S.10/18-19 (revised2)) was received and approved.</p> <p>DECISION: The Senate approved the proposed changes to Regulation 41 with immediate effect.</p>
050	<p>Faculty Education Committees – Terms of Reference</p> <p>The report (S.29/18-19) was received and approved.</p> <p>DECISION: The Senate approved the proposed changes to the Terms of Reference of the Faculty Education Committees.</p>
051	<p>Alumni deaths</p> <p>The Senate received and noted a report on members of the community of Warwick alumni who had passed away since the last meeting of the Senate.</p>
Next meeting: Wednesday 13 March, 2.00pm, Council Chamber, Senate House	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
33 – “No deal” Brexit outcome	ACTION: Strategic institutional leads to continue to lead their respective preparations on students, staff, research, finance and legal matters.	CT, GM, CK, CC Mar 2019	On-going
36 Warwick Welcome 2018	ACTION 1: Preparations for Warwick Welcome 2019 to focus particularly on the experience of joint Honours students.	CO’L Sep 2019	On-going
	ACTION 2: Further engagement to take place with academic departments with respect to academic induction.	CO’L Sep 2019	On-going
	ACTION 3: Further links to the University’s wider region, and connection with Coventry’s City of Culture status in 2021 to be reflected in the programme in 2019.	CO’L Sep 2019	On-going
37 Revised Ordinances	DECISION: The Senate recommended the Revised Ordinances for consideration by the Council, for the second time.		
38 Student Discipline framework Update	DECISION: The Senate approved changes proposed to Regulations 23 and 27 relating to the standard of proof, references to legislative Acts concerning illegal substances, the proposed streamlined process for appeals and other options for disciplinary outcomes, including those encouraging behavioural change.		
	ACTION 1: Revisions to Regulation 23, concerning second offences relating to illegal substances Class B/C with admission, to be brought back for consideration at the next meeting in March.	NST Mar 2019	
	ACTION 2: The proposed overhaul of the disciplinary process and associated regulation to be completed in time for recommendations to be made to the meeting of the Senate to be held in July 2019.	NST Jul 2019	
41 Report from the Steering Committee	ACTION 1: CT to contact DB in connection with work placement fees for overseas students.	CT Feb 2019	Completed
	ACTION 2: SC to bring forward a short report on Prevent actions.	SC Mar 2019	
42 Report from the Equality & Diversity Committee	ACTION: LJ to contact CE to discuss reviewing measures to ensure impact is captured.	LJ Mar 2019	
	ACTION: LR to send CE specific examples of data-related issues within the report.	LR Mar 2019	
43 Report from the Research Committee	DECISION: The Senate approved the establishment of an Open Research sub-committee of the Research Committee, its proposed Terms of Reference and membership.		
46 Ordinance 13: MSci	DECISION: The Senate recommended to the Council for the second time the proposed changes to Ordinance 13.		

47 Ordinance 13: PGCE	DECISION: The Senate recommended to the Council for the first time the proposed changes to Ordinance 13.
48 Regulation 11	DECISION: The Senate approved the proposed changes to Regulation 11 with immediate effect.
49 Regulation 41	DECISION: The Senate approved the proposed changes to Regulation 41 with immediate effect.
50 Faculty Education Committees	DECISION: The Senate approved the proposed changes to the Terms of Reference of the Faculty Education Committees.