

**UNIVERSITY OF WARWICK
SENATE**

**OPEN MINUTES OF THE MEETING HELD 14.00, WEDNESDAY 2 OCTOBER 2019
IN S0.21, SOCIAL SCIENCES**

Present	Professor Stuart Croft	SC	Vice-Chancellor (Chair)
	Professor Jo Angouri	JA	Representative of the Assembly
	Professor Katharine Astbury	KA	Representative of the Board of the Faculty of Arts
	Chloe Batten	CB	Education Officer, Students Union
	Professor Daniel Branch	DB	Representative of the Board of the Faculty of Arts
	Dr Jane Bryan	JB	Representative of the Assembly
	Alice Churm	AChurm	Postgraduate Officer, Students' Union
	Professor Chris Ennew	CE	Provost
	Professor Jon Forster	JForster	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Dr Rebecca Freeman	RF	Representative of the Assembly
	Professor Lorenzo Frigerio	LF	Representative of the Board of the Faculty of Social Sciences
	Professor Robin Goodwin	RGoodwin	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Robin Green	RGreen	Librarian
	Professor John Greenlees	JG	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Chris Hughes	CH	Pro-Vice-Chancellor (Education)
	Professor Kate Ireland	KI	Representative of the Board of the Faculty of Social Sciences
	Professor Saul Jacka	SJ	Representative of the Assembly
	Professor Virinder Kalra	VK	Representative of the Board of the Faculty of Social Sciences
	Professor Sudhesh Kumar	SK	Representative of the Board of the Faculty of Science, Engineering & Medicine
	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 David Leadley	DL	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 Caroline Meyer	CM	Chair, Faculty of Science, Engineering & Medicine
	Professor Rachel Moseley	RM	Representative of the Board of the Faculty of Arts
	Ben Newsham	BN	President Students Union
	Professor Matt Nudds	MN	Chair, Faculty of Social Sciences
	Professor Lorenzo Pericolo	LP	Representative of the Board of the Faculty of Arts
	Professor Fabienne Peter	FP	Representative of the Board of the Faculty of Social Sciences
	Professor Lesley Roberts	LR	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Dr Gavin Schwartz-Leeper	GS-L	Representative of the Assembly
Professor Mike Shipman	MS	Pro-Vice-Chancellor (International)	
Professor Jeremy Smith	JS	Representative of the Board of the Faculty of Social Sciences	
Professor Colin Sparrow	CS	Chair of the Board of Graduate Studies	
Professor Simon Swain	SS	Academic Vice-President (National and Regional Engagement)	
Professor Pam Thomas	PThomas	Pro-Vice-Chancellor (Research)	
Paul Trimmer	PTrimmer	Representative of the Assembly	
Professor Ema Ushioda	EU	Representative of the Board of the Faculty of Social Sciences	
Professor Mike Ward	MW	Representative of the Board of the Faculty of Science, Engineering & Medicine	
Jenny Wheeler	JW	Representative of the Assembly	
Attending	Ailsa Chambers	AChambers	Director of International Strategy and Relations (item 013)

	Dan Derricott	DD	Assistant Registrar (Education Policy and Quality) (item 011)
	Professor Nigel Driffield	ND	Deputy Pro-Vice-Chancellor (Regional Engagement) (item 003)
	Rosie Drinkwater	RD	Group Finance Director
	Kim Eccleston	KE	Head of Admissions Services (item 012)
	Jane Furze	JFurze	Director of Regional Strategy and Public Engagement (item 003)
	Phil Griffiths	PG	Administrative Officer, Academic Registrar's Office (Minutes)
	Helen Knee	HK	Interim Director of Student Discipline and Resolution (item 009)
	Maureen McLaughlin	MM	Director of Education Policy and Quality (Assistant Secretary)
	Rachel Sandby-Thomas	RST	Registrar (Secretary)
	Sharon Tuersley	ST	Secretary to Council
	Dr Chris Twine	CT	Academic Registrar
	Sarah Wall	SW	Executive Officer, Executive Office (item 009)
Ref	Item		
001	Welcome, Thanks and Apologies for absence Apologies for absence were received from Dr David Davies, Professor Emma Mason, Professor Zahra Newby, and Professor Penny Roberts.		
002	Declarations of Interest No declarations of interest were reported.		
Strategic Topic			
003	Regional Leadership Strategy The Senate received the Regional Leadership Strategy report (003-S021019) alongside accompanying presentations from the Vice-President (National and Regional Engagement), the Deputy Pro-Vice-Chancellor (Regional Engagement) and Director of Regional Strategy and Public Engagement. The key details and discussions were as follows: <ul style="list-style-type: none"> • The 'region' had been defined in the Strategy both in terms of geographical location and political spheres of influence. The University's geographical region was deemed to be Coventry, Warwickshire, Solihull and Birmingham. • In addition to political associations, a wide-ranging list of regional stakeholders and partners had been defined, including residential and community groups, alumni, local businesses and health partnerships. • It was highlighted that the University had already made a significant impact on the local region; for instance, the total economic impact of the University in the West Midlands in 2016/17 amounted to £1bn. The Regional Leadership Strategy would build on this success, noting that communication of Warwick's regional successes was a vital component of the Strategy. • Elements of this strategy were embedded in other strategies, particularly in relation to student experience and student curriculum. • In response to a query from FP, that opportunities for region-to-region engagement and collaboration internationally would be available through the EUtopia alliance partners. • In response to a query from BN, that students would have a range of opportunities to get involved in regional challenges. 		
Substantive Items			
004	Minutes of the Senate meeting held on 3 July 2019 DECISION: The Senate approved the minutes of the meeting held on 3 July 2019 (004-S021019).		

005	<p>Matters arising from last meeting on 3 July 2019</p> <p>The Senate received a report (005-S021019) providing updates on matters arising from the meeting of the Senate held on 3 July 2019.</p>
006	<p>Membership of the Senate for the Academic Year 2019-20</p> <p>DECISION: The Senate approved the membership report for the 2019/20 academic year (006-S021019).</p>
007	<p>Standing Orders</p> <p>DECISION: The Senate approved the Standing Orders of the Senate (007-S021019).</p>
008	<p>Chair's Business</p> <p>The Senate received a report (008-S021019) and verbal update from the Chair which included the following key details:</p> <p>a) Senate Appointments on University Committees for the 2019/20 Academic Year</p> <p>Following a call for nominations in September 2019, the Senate had made the following appointments:</p> <ul style="list-style-type: none"> • <u>Chair of AFRC for the 2019/20 academic year</u> Following an election, Professor Saul Jacka had been elected Chair of the Academic Freedom Review Committee (AFRC). • <u>Senate Representatives on Council:</u> Professor Saul Jacka (through to 31 July 2020) Professor Jo Angouri (through to 31 July 2020 to coincide with end of current Senate term of office) Professor David Leadley (through to 31 July 2022) Professor Andy Lockett (through to 31 July 2021) • <u>Non-management academic member of the Senate on the Steering Committee (appointed annually):</u> Dr Gavin Schwartz-Leeper <p>b) Trade Union Ballots on Industrial Action</p> <p>The UCU, Unison and Unite trade unions were currently balloting their members on Industrial Action. The ballots would all close by 31 October 2019. If successful, the earliest that industrial action could take place would be mid-November 2019. The Education Group is working with Heads of Departments to consider potential impact on students.</p> <p>c) Campus Events</p> <ul style="list-style-type: none"> • The British Science Festival took place on the University's campus 10-13 September 2019. • The start of the 2019/20 academic year saw the second dedicated 'Welcome Week', which comprised 1286 events. <p>d) Campus Building Developments</p> <ul style="list-style-type: none"> • First phase of the Cryfield Village had been completed, comprising 383 bedrooms. Improvements had also been made to existing student accommodation at Lakeside and Arthur Vick residences. • The WMG Degree Apprenticeship Centre had been completed. • Refurbishment work had taken place over the Summer of 2019 at the Social Sciences building including the Department of Economics, Rampal lecture theatre, and Library. • Plans had been developed for phased extensions to the Warwick Business School building. • The new Faculty of Arts building, Interdisciplinary Biomedical Research Building and extension to the Arts Centre were all making progress. • A temporary car park had been built at the rear of the Medical School, and a new car park had opened opposite the Sports and Wellness hub. • A new Cafe Nero had opened in the Sports and Wellness Hub, the new 'Canopy' restaurant had opened in the Students' Union, and 'Aroma' by the Nero Roasting Company had opened on the Westwood campus.

009	<p>Implementation of Independent External Review (student discipline) Recommendations</p> <p>The Senate received the report (009-S021019), which detailed progress made against the Action Plan published earlier in 2019, progress against recommendations made in the Independent External Review, the Student Sexual Misconduct Policy and Process, and revisions to Regulation 23. The Senate also received a verbal update from the Registrar. The key details and discussions under this item were as follows:</p> <ul style="list-style-type: none"> • Phase 1 of the action plan had been implemented, fulfilling promises made earlier in 2019, and this progress would be published on the University's website shortly after the 9 October 2019 Council meeting. • Implementation of the Phase 2 activity was expected to be completed by the end of December 2020. • It was intended that the new framework would be extended to cover other protected characteristics and also staff as part of the phase 2 activity. • Work to draft a sanctions framework was underway which would provide additional guidance to discipline panels. • Flow diagrams were being drafted to illustrate the policy and process. • The recently appointed Student Liaison Officers would provide training and briefings for the wider University community. Professional training had also been secured for investigating officers and Panel members. • In response to queries from JB and CM on whether free legal advice or representation should be offered to both parties, it was a tricky issue trying to get a balance between not turning what is a disciplinary procedure into a quasi-judicial one and yet maintaining fairness where the potential consequences were serious. The current wording provided an assumption towards no legal representation but without banning it completely this was something to which further thought would be given during phase 2. • In response to a query from RF, that the anonymous reports submitted through the 'Report and Support' system could assist the University in providing an evidence base for identifying and addressing systemic trends. • The Senate noted that further work would be required to refine some areas of the Student Sexual Misconduct Policy and Process documents, and further meetings with key stakeholders would take place to progress this work. • BN reported that the University had undertaken a significant amount of consultation with the Students' Union and the proposed regulation, policy and process were perceived as a substantial improvement on the previous regulation and procedures, noting that there was a clear expectation from the student community that they should be implemented as soon as possible. <p>DECISIONS: The Senate:</p> <ol style="list-style-type: none"> 1) Recommended the report to University Council 2) Approved the revisions to Regulation 23, backdated to 21 September 2019 <p>ACTIONS:</p> <ol style="list-style-type: none"> 1) HK to meet with Senators to help progress work to refine specific sections in the Student Sexual Misconduct Policy and Process documents. 2) Following implementation of the revised regulation 23, policy and procedure on student sexual misconduct, a review of progress and effectiveness would be conducted and presented for the Senate to consider at its 11 March 2020 meeting.
010	<p>REF2021: Output review and selection process (departmental principles)</p> <p>The report (010-S021019) was received with a verbal report from the Pro-Vice-Chancellor (Research).</p> <p>The report updated the Senate on how each Unit of Assessment was preparing for REF2021. The preparations were in line with the University's REF2021 Code of Practice, which had been approved by Research England in August 2019 and committed the University to principles of transparency, consistency, accountability and inclusivity.</p>

011	<p>Results of the National Student Survey 2019</p> <p>The report (011-S021019) was received with a verbal report from the Pro-Vice-Chancellor (Education) and Dan Derricott (Assistant Registrar, Education Policy and Quality). Key details and discussions under this item were as follows:</p> <ul style="list-style-type: none"> • The outcomes were generally positive overall for the University with higher response rates, reflecting concerted efforts to enhance the student experience and resulting in an overall improved overall performance and league table position. • The Teaching Excellence Group (TEG) meetings would start in the Autumn term. The meetings would encompass 34 depts and present opportunities through the development of action plans to ensure that the implementation of the broader strategies and resourcing bids were aligned. • Developmental work was taking place relating to personal tutoring, noting that there was a section on academic support, which would include support and advice being available to students on study choices, and also module evaluation work which would allow greater transparency and sharing of information and intelligence across departments. • The project to improve the course and module catalogue data was fully underway, and an SPI project on module selection would be complete in 2021.
012	<p>Emerging Outcomes of the 2019 Admissions Cycle</p> <p>The report (012-S021019) was received with a verbal report from the Head of Admissions. Key details and discussions under this item were as follows:</p> <ul style="list-style-type: none"> • In response to a query from CS, that the input from the new Doctoral College would be included as part of a wider set of changes going forward, including target setting, marketing and messages for the postgraduate student community. • In response to a query from LR, that there was an increase in students seeking to pursue part-time courses at both undergraduate and postgraduate taught levels. • VK reported that the University had highly controlled access to Postgraduate Taught courses, noting that exit qualifications were only available for diplomas and certificates, and that more routes in to the University's PG qualifications were needed. • In response to a query from ALockett relating to a need to focus on quality of applicants, that a lifecycle approach was needed which would incorporate attainment, and this would be discussed with Heads of Departments. Key discussion points of the TEG meetings this year would consider widening participation, attainment gaps and how data was shared with departments.
013	<p>Renewal of the Monash-Warwick Alliance Agreement</p> <p>The report (013-S021019) was received with verbal reports from the Pro-Vice-Chancellor (International) and the Director of International Strategy and Relations. Key details and discussions under this item were as follows:</p> <ul style="list-style-type: none"> • The Monash-Warwick Alliance was established in 2011 and was the most significant academic partnership for both Universities. The Alliance's objectives directly supported the international priorities of Warwick's Excellence with Purpose Strategy (2030) and the international dimensions of Monash's Focus strategy. Monash was explicitly identified in Warwick's recently approved International Strategy as one of four prioritised University Strategic Partnerships. • In May 2019, a workshop involving senior leaders and stakeholders at both universities took place to consider the renewal of the partnership, to make recommendations for the future shape and direction of the Alliance and to simplify governance arrangements, reflecting the stage of maturity of the relationship. • In response to a query from DL, that Alliance research funding was shifting towards a model of co-investment with external funding expectations, recognising that this model would be adapted where appropriate to individual circumstances. <p>DECISIONS: The Senate:</p> <ol style="list-style-type: none"> 1) Approved extension of the Monash Warwick Alliance beyond its current term ending on 31 December 2021; 2) Approved the transition to a rolling contract, with a four-year planning and budget cycle which is reviewed, adjusted and carried forward annually; 3) Approved the proposed revisions to governance of the Alliance as set out in 013-S021019; 4) Approved the shift towards a co-investor model for research activity.

014	<p>Revisions to Regulation 4 (Governing the Annual Review by the Academic Staff Committee of Assistant Professors, Associate Professors, Readers, Teaching Fellows, Senior Teaching Fellows and Principal Teaching Fellows and Research Fellows, Senior Research Fellows and Principal Research Fellows) and Regulation 5 (Governing the Grant of Study Leave, Leave of Absence, and Leave to accept a Research Award)</p> <p>The report (014-S021019) was received with a verbal report from the Provost. Key details and discussions under this item were as follows:</p> <ul style="list-style-type: none"> • The revisions were part of wider efforts to streamline and simplify regulations to make them more accessible, noting that no material changes in entitlement to study leave were being proposed. Replacement revised policies were under development and would be considered for approval by the Academic Staff Committee (ASC) at its meeting on 30 October 2019. • In response to queries from SJ and CS, that the Academic Staff Committee (ASC) should act with delegated authority from Senate for relatively processual changes to provide more agility; any substantive changes would be brought to Senate, noting that there was sufficient overlap in membership between the ASC and Senate to provide oversight, and that this would be articulated in the Scheme of Delegation. • In response to a query from LR relating to the omission of clinical staff titles in the proposed revisions to Regulation 5, that the intention was to include clinical staff titles and the regulation would be amended to reflect this. • In response to a query from JW relating to whether the revisions had been subject to an equality impact assessment, that they had and that University committees were currently transitioning to a new coversheet template which would make this clearer in business considered by committees going forward. <p>DECISIONS: The Senate:</p> <ol style="list-style-type: none"> 1) Approved the revisions to Regulations 4 and 5, as set out in 014-S021019 to take effect once the Academic Staff Committee had approved supplemental policies. 2) Would delegate responsibility for uncontentious/minor policy changes relating to areas previously covered by Regulations 4 and 5 to the Academic Staff Committee, with outcomes reported to the Senate. Substantive policy issues and related changes would continue to be considered by Senate. <p>ACTION: Supplemental policies to Regulations 4 and 5 to be circulated to the Senate once they have been approved by the Academic Staff Committee.</p>
015	<p>Key Issues and Status Report from the University Executive Board and Steering Committee (17 June – 2 September 2019)</p> <p>The report (015-S021019) was received and noted.</p> <p>In response to a query from PTrimmer regarding pay gap data and reported actions taken by the UEB to address the gender pay gap, that the Provost would publish later in October 2019 a blog on gender, ethnicity and disability pay gaps. It was clarified that actions to address the gender pay gap would involve recruiting more women at higher level grades and fewer women at lower level grades.</p>
016	<p>Report on the Review of the Summer 2019 Assembly Elections for Membership of the Senate</p> <p>The report (016-S021019) was received. Key details and discussions under this item were as follows:</p> <p>PTrimmer asked for further consideration to be made about the wider election process to ensure it is as inclusive as possible, including using it as an opportunity for raising awareness of the Assembly.</p> <p>ACTION: The Assembly members of Senate to prepare collectively a report for the 29 January 2020 Senate meeting to address those points and a definition for ‘direct canvassing’, assisted by the Senate secretariat, Director of Social Inclusion and colleagues from the Students’ Union.</p>
017	<p>Board Portal Briefing</p> <p>The report (017-S021019) was received and noted.</p>

018	<p>Chair's Action Report</p> <p>The report (018-S021019) was received and noted.</p>
019	<p>Constitution and Membership of Senate Committees and Joint Senate & Council Committees</p> <p>The report (019-S021019) was approved</p> <p>DECISION: The Senate approved the constitution, membership and terms of references for Senate Committees and Joint Senate & Council Committees for the 2019/20 academic year.</p>
020	<p>Scheme of Delegation</p> <p>The report (020-S021019) was received and noted.</p>
021	<p>Revisions to Ordinances Following the Enactment of Statutes</p> <p>The report (021-S021019) was received and recommended to the Council.</p> <p>DECISION: The Senate recommended to the Council the Revisions to Ordinances 4.1, 4.2, 5, 5.1, 7.1, 7.2, 9 and 10 as set out in 021-S021019.</p>
022	<p>Formation of the Strategic Priorities Oversight Committee (SPOC)</p> <p>The report (022-S021019) was received and noted.</p>
023	<p>Student and 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>
<p>Next meeting: 14.00 Wednesday 29 January 2020, Senate House Council Chamber</p>	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD (AND DUE DATE)	STATUS
004 Minutes of the Senate meeting held on 3 July 2019	DECISION: The Senate approved the minutes of the meeting held on 3 July 2019 (004-S021019).		
006 Membership of the Senate for the Academic Year 2019-20	DECISION: The Senate approved the membership report for the 2019/20 academic year (006-S021019).		
007 Standing Orders	DECISION: The Senate approved the Standing Orders of the Senate (007-S021019).		
009 Implementation of Independent External Review (student discipline) Recommendations	DECISIONS: The Senate: 1) Recommended the report to University Council 2) Approved the revisions to Regulation 23, backdated to 21 September 2019		
	ACTION (1) HK to meet with Senators to help progress work to refine specific sections in the Student Sexual Misconduct Policy and Process documents.	Helen Knee (Ongoing)	In progress
	ACTION (2) Following implementation of the revised regulation 23, policy and procedure on student sexual misconduct, a review would be presented for the Senate to consider at its 11 March 2020 meeting.	Registrar (11 March 2020 Senate)	In progress
013 Renewal of the Monash-Warwick Alliance Agreement	DECISIONS: The Senate: 1) Approved extension of the Monash Warwick Alliance beyond its current term ending on 31 December 2021. 2) Approved the transition to a rolling contract, with a four-year planning and budget cycle which is reviewed, adjusted and carried forward annually. 3) Approved the proposed revisions to governance of the Alliance as set out in 013-S021019. 4) Approved shift towards a co-investor model for research activity.		
014 Revisions to <u>Regulation 4</u> (Governing the Annual Review by the Academic Staff Committee of Assistant Professors, Associate Professors, Readers, Teaching Fellows, Senior Teaching Fellows and Principal Teaching Fellows and Research Fellows, Senior Research Fellows and Principal Research Fellows) and <u>Regulation 5</u> (Governing the Grant of Study Leave, Leave of Absence, and Leave to accept a Research Award)	DECISIONS: The Senate: 1) The Senate approved the revisions to Regulations 4 and 5, as set out in 014-S021019 to take effect once the Academic Staff Committee had approved supplemental policies in the Autumn term of the 2019/20 academic year. 2) The Senate would delegate to uncontroversial/minor policy change work relating to areas previously covered by Regulations 4 and 5 to the Academic Staff Committee, with outcomes reported to the Senate. Major policy issues would continue to be considered by Senate.		
	ACTION Supplemental policies to Regulations 4 and 5 to be circulated to the Senate once they have been approved by the Academic Staff Committee	The Provost	In progress
016 Report on the Review of the Summer 2019 Assembly Elections for Membership of the Senate	ACTION The Assembly members of Senate to collectively prepare a report for the 29 January 2020 Senate meeting to consider the inclusivity of the wider election process, including using it as an opportunity for raising awareness of the Assembly, assisted by the Senate secretariat, Director of Social Inclusion and colleagues from the SU.	Assembly Members of the Senate, assisted by the Senate Secretariat (29 January meeting of the Senate)	In progress
019 Constitution and Membership of Senate Committees	DECISION: The Senate approved the constitution, membership and terms of references for Senate Committees and Joint Senate & Council Committees for the 2019/20 academic year.		
021 Revisions to Ordinances Following the Enactment of Statutes	DECISION: The Senate recommended to the Council the Revisions to Ordinances 4.1, 4.2, 5, 5.1, 7.1, 7.2, 9 and 10 as set out in 021-S021019.		