

UNIVERSITY OF WARWICK

SENATE

Minutes of the meeting held on Wednesday 3 December 2008

- Present: Vice-Chancellor (in the chair), Professor C Aubrey, Professor S Bassnett, Professor H Beale, Professor L Bridges (from item 26/08-09), Professor S Bright, Professor R Burns, Professor M Cooper, Professor J Davey, Professor J Davis, Professor T Docherty, Professor A Easton, Professor M Finn, Ms D Foster, Dr A Greene, Dr M Hadley, Professor R Higgott, Professor N Hewlett (from item 26/08-09), Dr C Jenainati, Dr J Kidd, Professor S Kumar, Professor K Lamberts, Professor R Lindley, Professor P Mack, Professor S Palmer, Professor B Rosamond, Professor J Seville, Mr M Surve, Mr S Thomson, Professor M Underwood, Professor M Whitby, Professor V Zammit.
- Apologies: Ms A Bell, Professor L Campbell, Professor Y Carter, Professor P Edwards, Ms A Green, Dr C Harrison, Professor C Hughes, Professor J Hutton, Professor M Smith, Professor C Sparrow, Professor H Thomas, Professor S Thornton, Professor R Wilson, Director of Finance.
- In attendance: Registrar, Deputy Registrar, Academic Registrar, Head of Governance Support Services, Administrative Officer (Governance).

The Vice-Chancellor welcomed Professor Seville to his first meeting of the Senate.

23/08-09 Minutes

RESOLVED:

That the minutes of the meeting of the Senate held on 1 October 2008 be approved.

24/08-09 Progress of Senate Recommendations

REPORTED:

That the Council, at its meeting on 2 October 2008, approved the recommendations of the Senate recorded under the following items:

- (i) Academic Redundancy Process (minute 14/08-09 refers).
- (ii) Amendments to University Ordinances and Regulations (minute 16/08-09 refers)

25/08-09 Membership of the Senate and its Committees (minute 13/08-09 refers)

RECEIVED:

A paper detailing the appointments to Senate Committees approved by the Steering Committee on behalf of the Senate since its last meeting (S.10/08-09), together with an oral report from the Deputy Registrar confirming further appointments made or nominated subsequent to the distribution of paper S.10/08-09.

REPORTED: (by the Deputy Registrar)

- (a) That, in addition to the appointments detailed in S.10/08-09, the Steering Committee had approved the following appointments to Senate Committees on behalf of the Senate:
 - (i) Dr John Snape of the School of Law and Dr Alison Cooley of the Department of Classics to serve on the Board of Undergraduate Studies as representatives from the Faculties of Social Studies and Arts respectively.
 - (ii) Dr Margaret Shewring of the School of Theatre and Performance Studies to the Equality and Diversity Committee as a representative from the Faculty of Arts.
- (b) That Professor Anthony McFarlane of the School of Comparative American Studies had been nominated to serve as Chair of the Board of Undergraduate Studies for terms 2 and 3 of the 2008/09 academic year, noting that the current Chair, Professor K O'Brien, would be on study leave for that period.

RESOLVED:

That the appointment of Professor A McFarlane as Chair of the Board of Undergraduate Studies for terms 2 and 3 of the 2008/09 academic year be approved.

26/08-09 Emeritus Reader

REPORTED: (by the Vice-Chancellor)

- (a) That he had taken Chair's action on behalf of the Academic Staff Committee and the Senate to recommend the conferral of the title of Emeritus Reader on Dr John Dixon of the Department of Physics with effect from his formal retirement on 30 September 2008.
- (b) That the Pro-Chancellor had taken Chair's action on behalf of the Council to approve the above recommendation.

27/08-09 Installation of the Chancellor

REPORTED: (by the Vice-Chancellor)

- (a) That the Installation Ceremony for the new Chancellor, Richard Lambert, would take place on 10 December 2008.
- (b) That Jim Rushton, a former Deputy Registrar of the University, and Juliet Amery, a longstanding volunteer with the Warwick Graduates' Association, would be awarded the Chancellor's Medal at the Installation Ceremony.

28/08-09 The Warwick Commission

REPORTED: (by the Vice-Chancellor)

- (a) That the first Warwick Commission on the Multilateral Trade Regime had continued to attract praise, noting that it had been awarded first place in the Public Affairs category at the Chartered Institute of Public Relations Midlands Prize Awards 2008.
- (b) That, given the unfolding global economic crisis, it had been decided that the second Warwick Commission would focus on the reform of global financial systems, noting that the Commission would produce a report before the end of 2009.

29/08-09 The International Gateway for Gifted Youth (IGGY)

REPORTED: (by the Vice-Chancellor)

- (a) That the 11-day IGGY Winter U would be held in Singapore in December 2008 in partnership with the National University of Singapore High School of Mathematics and Science, noting that a delegation of Warwick academics representing all Faculties would deliver the courses to around one hundred 11 to 16 year olds from 10 countries.
- (b) That Warwick would host an IGGY U in Summer 2009 with opportunities for future programmes to be held in Canada, East Africa and the Middle East being investigated and external funding being secured.

30/08-09 The Warwick Prize for Writing

REPORTED: (by the Vice-Chancellor)

- (a) That, following the launch of the inaugural Warwick Prize for Writing in July 2008, the longlist of twenty books, comprising of 12 non-fiction books and 8 works of fiction and poetry, had been announced on 13 November 2008.
- (b) That the judging panel was chaired by China Mieville, author and Visiting Professor to the Department of English and Comparative Literary Studies, together with Warwick Professors Stewart and Freely, Guardian journalist Maya Jaggi and literary blogger Stephen Mitchelmore.
- (c) That the shortlist would be announced on 22 January 2008 at a media event in London with the prize being awarded on 24 February 2008 at a reception at the Warwick Arts Centre.

31/08-09 Visits from International Delegations and Events

REPORTED: (by the Vice-Chancellor)

- (a) That in recent months the University had received visits from delegations from the Chinese government and the President of the Dominican Republic.

- (b) That there had been a successful event to launch the Santander Agreement which would support the University's engagement with Spain, Portugal and Latin America in particular.

32/08-09 University Financial Plan 2008 - 2012

CONSIDERED:

An update on the University Financial Plan for the period to 2011/2012 approved by the Council at its meeting on 21 November 2008 (S.11/08-09) together with an oral report from the Registrar.

REPORTED: (by the Registrar)

- (a) That, under the arrangements for the new HEFCE Single Conversation, the Financial Plan had been submitted to the HEFCE on 1 December 2008, noting that the final version had undergone a number of necessary revisions since originally considered by the Senate at its meeting on 2 July including but not exclusive to changes in the Capital Plan and an increase in pension contributions.
- (b) That it was the first time in the University's history that it had budgeted for a deficit, noting that based on performance in the first quarter of the financial year, the in-year deficit might be closer to £4.1m rather than the projected £2.6m.
- (c) That the working groups on income generation and cost savings were concluding their considerations with outcomes and recommendations being published in the Spring Term, noting that the Financial Plan for the 2008/09 financial year as set out in S.11/08-09 accounted for some of the financial benefits from ideas generated by the working groups.

RESOLVED:

That the Financial Plan would be further reviewed against the University's strategic goals and that recommendations from the income generation and cost savings working groups be considered within the Financial Planning process in 2009.

33/08-09 Corporate Planning Statement 2008/09

CONSIDERED:

The draft University Corporate Planning Statement submitted to the HEFCE on 1 December 2008 (S.12/08-09).

REPORTED:

(by the Registrar)

- (a) That the Corporate Planning Statement detailed progress against the University Strategy document presented to the HEFCE last year.

(By the Deputy Registrar)

- (b) That the key performance indicators (KPIs) referenced in S.12/08-09 would be submitted to the Council at its meeting to be held on 11 December 2008 for consideration, noting that if the Council approved the scheme, the updated status of the KPIs would be considered by the Senate at a future meeting.

RECOMMENDED: (to the Council)

That the University's Corporate Planning Statement be approved as set out in S.12/08-09, noting that the document might be resubmitted to the HEFCE following consideration by the Council at its meeting to be held on 11 December 2008 should the Council recommend any revisions.

34/08-09 Academic Statistics Yearbook 2008/09

CONSIDERED:

The University's Academic Statistics Yearbook for the academic year 2008/09 (S.13/08-09), together with an oral report from the Academic Registrar.

REPORTED: (by the Academic Registrar)

- (a) That, following the Council's request to review the effectiveness of the University's Academic Statistics publication, the Yearbook had been designed to:
- (i) better align the management information with the University strategy
 - (ii) present a clearer snapshot of the University and its activities, which included new sections on Estates and Space, Teaching, Learning and Resources, External Impact and Research.
- (b) That the full set of data produced to support the work of academic and administrative department had been retained and would be published online.
- (c) That a further review would take place over the current academic year to investigate other sources of comparative data should be included amongst other issues.
- (d) That the comments received at the Senate in relation of the Yearbook were welcome and any issues raised would be investigated.

RESOLVED:

- (a) That the Academic Statistics Yearbook be approved as set out in S.13/08-09.
- (b) That any further comments on the content or layout of the Yearbook be directed to the Academic Registrar.

35/08-09 Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.14/08-09 {parts 1 and 2}) and its resolutions recorded under the following items together with a report from the Vice-Chancellor:

(a) Publication of RAE Results

REPORTED: (by the Vice-Chancellor)

- (i) That the University would receive its own RAE results on the morning of 17 December 2008 in confidence and that these would be embargoed until 0001hrs on 18 December 2008, noting that the HEFCE would release all results to the media in advance of the sector wide outcomes being made available to institutions.
- (ii) That a full set of results would be available for Heads of Department to collect from the Council Chamber from 12.30pm on 18 December 2008.
- (iii) That the Deputy Vice-Chancellor, the Pro-Vice-Chancellors for Research and the Academic Registrar would be available on 18 December should Heads of Department wish to discuss their results in more detail.

(b) DIUS Proposals to Changes in Financial Support

REPORTED: (by the Vice-Chancellor)

- (i) That the recent announcement by the Secretary of State in the Department for Innovation, Universities and Skills indicated that, for 2009/10, student support would focus on students from households earning up to £50k per annum; however, recent press coverage suggested that more students would be affected by the changes than initially anticipated.
- (ii) That the cap on additional student numbers (ASNs) imposed by the HEFCE meant that the University was unable to bid for ASNs this year, noting that the University intended to bid for ASNs if possible under the Science City project as this had been agreed in outline with the HEFCE when the Strategic Development Fund bid with Birmingham was awarded.

(c) Sunday Times and Times Higher Education (THE) League Tables

REPORTED: (by the Vice-Chancellor)

- (i) That the University had retained its 7th place in the Sunday Times League Table, ranking 6th relative to other Russell Group institutions.
- (ii) That the University had fallen 12 places to 69th in the 2008 THE-QS world rankings.

(d) National Student Survey

REPORTED: (by the Vice-Chancellor)

That arrangements were currently being taken forward for the 2009 National Student Survey, noting that the survey period would again run for five weeks starting at the end of January 2009 and that Departments were invited to make students aware that the survey was being conducted.

(e) QAA Audit

REPORTED: (by the Vice-Chancellor)

That the University recently received from the QAA a letter with an early indication of the audit team's key findings following the Institutional Audit visit which took place between 10 and 14 November 2008, noting that the headline judgements were extremely positive with the final report due in January 2009.

RESOLVED:

That the Senate record its thanks to Professors Whitby and O'Brien, the Teaching Quality Team, the Students' Union and all colleagues who were involved in the audit process for their contributions.

(f) Pulse Action Team Report

REPORTED:

(by the Vice-Chancellor)

(i) That the next Pulse Staff Survey would be conducted in January 2009.

(By the Head of the Department of History)

(ii) That the University might wish to consider running a version of the survey specifically for Heads of Department (both academic and administrative) concurrently with the standard survey to capture the views of those at senior managerial positions.

RESOLVED:

That the possibility of running a version of the Pulse Survey for Heads of Department be investigated, noting that as the Survey was conducted by an external company it might be too late to implement amendments for the January 2009 survey though a mechanism for capturing the views of Heads of Departments would be sought.

- (g) Warwick Research Archive Project and Bibliometrics
- (h) DIUS HE Debate
- (i) Capital Developments
- (j) Development and Alumni Relations Update
- (k) Research Update
- (l) Final Warwick Commission Event
- (m) Ministerial Appointments
- (n) Research Fortnight League Table on the RAE 2008 Results
- (o) QAA Overseas Audit
- (p) Policy Update: International Issues
- (q) Monash, Singapore and China Visits
- (r) UUK: Invitation of Interest in Partnerships with New Indian Institutions
- (s) University Response to HEFCE Consultation on Teaching Enhancement and Widening Participation
- (t) HEFCE Reports: Sustaining Science and Other Key Vulnerable Subjects in HE
- (u) HEFCE Circular 30/2008: National Higher Education Science, Technology, Engineering and Mathematics Programme

- (v) HEFCE Circular 28/2008: Data Quality and Efficiency in Higher Education
- (w) Innovation, Universities, Science and Skills: New Inquiry into Students and Universities
- (x) UUK I-Note I/08/091: Admissions Delivery Partnership Update
- (y) The Queen's Anniversary Prizes for Higher and Further Education 2009
- (z) University Response to the UUK Ethnicity and Degree Attainment Consultation
- (aa) Graduate School Update
- (bb) Report on Invigilation
- (cc) CETL External Evaluation
- (dd) Policy Update: Admissions and Recruitment
- (ee) Policy Update: Careers Centre and Student Development and Diversity
- (ff) Risk Status Summary Update
- (gg) Financial Governance Arrangements for Devolved Departments
- (hh) Bid for Warwick EPSRC Knowledge Transfer Account (KTA)
- (ii) UCEA Update: Procedure for Investigation of Misconduct in Research
- (jj) University Response to RCUK Consultation on Research Governance
- (kk) UUK I-Note I/08/094: UUK Response to RCUK Research Code of Conduct
- (ll) UUK I-Note I/08/097: Publication of Tier 4 Implementation Plan
- (mm) UUK I-Note I/08/89: Introduction of ID Cards for International Students
- (nn) HEFCE HEIF 4 Institutional Strategies
- (oo) UUK I-Note I/08/096: Quality and Standards in UK Universities
- (pp) RCUK Review of Physics
- (qq) UUK I-Note: Future Business Models for UK Universities
- (rr) HEFCE Guide: Funding Higher Education in England
- (ss) University Response to HEFCE Consultation on New Higher Education Centres
- (tt) University Response to DIUS Science and Society Consultation
- (uu) UUK I-Note I/08/098: Universities and Community
- (vv) NESTA Report: Developing Entrepreneurial Graduates
- (ww) University Response to the UUK Graduate Employability Survey
- (xx) University Response to the Consultation on the NHS Constitution
- (yy) University Response to UUK Mental Health Policies Survey
- (zz) University Response to the Kings Fund Consultation on Centre of Excellence for Workforce Strategy and Planning
- (aaa) University Response to the Business and Enterprise Committee Inquiry into the Role of Regional Development Agencies (RDAs)
- (bbb) University Response to the Wolfson Foundation Consultation
- (ccc) HEFCE Report: Compact Schemes in HEIs
- (ddd) UUK Booklet: HE in Facts and Figures – Health Education and Research
- (eee) Business Link Review 2007/08
- (fff) Government Response and Final Report from the Higher Education Regulation Review Group
- (ggg) CIHE Report: Influence Through Collaboration
- (hhh) CBI Report: Stepping Higher
- (iii) Coventry Schools Trust: Appointment of Governor

36/08-09 Report from the Academic and Quality Standards Committee

CONSIDERED:

A report from the Academic Quality and Standards Committee (S.15/08-09 {parts 1 and 2}) and its resolutions and recommendations recorded under the following items together with a report from the Pro-Vice-Chancellor (Teaching and Learning/International Affairs):

(a) Proposed Amendments to University Regulation 6: Admission to Courses of Study

RECOMMENDED: (to the Council)

That the revision to Regulation 6 on Admission to Courses of Study be approved as set out in BUGS 6/08-09 (revised) subject to the following amendment:

Regulation 6.3 (deletions struck through and additions underlined)
(...)

A request for a candidate to be admitted where the total load of all courses pursued by the candidate exceeds one full-time equivalent load, including study at other higher education institutions ~~to more than one course of study~~ at any one time outside of these exemptions shall be considered by the Chair of the Board of Graduate Studies for postgraduate students and the Chair of the Board of Undergraduate Studies for undergraduate students.

(b) Framework for HE Qualifications and Credit Framework for England

RECOMMENDED: (to the Council)

That the revision to Ordinance 13 on Degrees and Diplomas be approved as set out in AQSC 5/08-09.

(c) New Collaborative Courses

(i) Institute of Education: collaboration with Dipont International Education Management, China

RESOLVED:

That a proposal from the Institute of Education to establish a new Postgraduate Certificate in Learning and Teaching (International) in collaboration with Dipont International Education, China be approved as set out in papers GFSS 311 and 313/07-08 and CFDLSC 86/07-08.

(ii) Warwick Manufacturing Group: Chulalongkorn University, Thailand

RESOLVED:

That a proposal from Warwick Manufacturing Group to extend the existing collaborative arrangement with Chulalongkorn University, Thailand, to deliver the existing MSc in Supply Chain & Logistics Management and the existing MSc in International Technology Management, along with associated sub qualifications, be approved as set out in paper SGS 5/08-09.

(iii) Centre for Applied Linguistics: BEd TESL Malaysia

RESOLVED:

That a proposal from the Centre for Applied Linguistics to introduce a new course entitled 'BEd TESL', which is part of the Malaysian 3rd cycle Teacher Education project, in collaboration with Institut Perguruan Ipoh, Hulu Kinta, Perak, Malaysia, be approved as set out in papers UFSS 2/08-09, UFSS 7/08-09 and UFSS 19-26/08-09.

(iv) Centre for Lifelong Learning: Shetland College

RESOLVED:

That a proposal from the Centre for Lifelong Learning to extend the existing collaboration with Shetland College to deliver on a validated basis the existing Advanced Diploma in Cognitive Behavioural Methods for Person-centred Counsellors be approved.

(v) School of Law: Ethiopian Justice and Legal Research Institute and the University of Mekelle

RESOLVED:

That a proposal from the School of Law to deliver a new LLM in Development Law and Legal Education and the existing PhD in Law in collaboration with the Ethiopian Justice & Legal Research Institute and the University of Mekelle, Ethiopia be approved as set out in papers GFSS 235-237/07-08 and CFDLSC 49-50/07-08.

- (d) University Regulation 11: Amendments to Associated Guidance
- (e) Annual Postgraduate Course Review and Module Approval
- (f) Revisions to Guidelines for the Supervision and Monitoring of Research Degree Students and Guide to Examinations for Higher Degrees by Research
- (g) Admissions: Policy on Feedback to Applicants
- (h) New and Revised Postgraduate Courses
- (i) New and Revised Undergraduate Courses

37/08-09 Report from the Equality and Diversity Committee

CONSIDERED:

A report from the Equality and Diversity Committee on the draft University Single Equality Scheme (S.16/08-09), which brings together all of the previously individual equality plans.

RECOMMENDED: (to the Council)

That the final draft of the University Single Equality Scheme be approved as set out in S.16/08-09.

38/08-09 Report from the Information Policy and Strategy Committee

CONSIDERED:

A report from the Information Policy and Strategy Committee (S.17/08-09) and its resolutions recorded under the following items together with a report from the Registrar:

(a) WRAP Demonstration

REPORTED: (by the Registrar)

That the Warwick Research Archive Project (WRAP) had since been demonstrated to the Steering Committee and at the recent Heads' Forum, noting that a working group was being established to pursue the development of the WRAP and associated systems.

- (b) Composite Report on IT Services
- (c) Composite Report on Library Services

39/08-09 Report from the University Health and Safety Executive Committee

CONSIDERED:

A report from the University Health and Safety Executive Committee (S.18/08-09) and its resolutions recorded under the following items together with a report from the Registrar:

(a) Health and Safety Performance

REPORTED: (by the Registrar)

That the new Director of Health and Safety was conducting a review of institutional systems and processes to improve health and safety performance which currently was not consistently of an acceptable standard across the University assessed against HASMAP standards.

- (b) Significant Accidents and Incidents
- (c) Strategic Action Plan
- (d) UCEA Update 08:95

40/08-09 Report from the Academic Staff Committee

CONSIDERED:

A report from the Academic Staff Committee (S.19/08-09) and its resolutions and recommendations recorded under the following items together with a report from the Deputy Vice-Chancellor:

(a) The Retention of the Title 'Associate Professor (Reader)'

REPORTED: (by the Deputy Vice-Chancellor)

- (i) That the Senate at its meeting in July 2008 considered the retention of the title of Associate Professor (Reader) and that the title has been retained for the period until 2010/11.
- (ii) That the Academic Staff Committee would bring forward further recommendations being brought forward for consideration by the Senate at its meeting in the Summer Term 2009 following the current promotions round.

(b) The Creation and Criteria for Professorial Teaching Fellowships

RESOLVED:

That the proposals to establish the position of Professorial Teaching Fellow and the criteria for the award of such Fellowships be approved as set out in ASC 3/08-09 (revised), noting that the position would also be available to Professors working largely in research but with a significant teaching remit.

- (c) Annual Review 2007/08: Promotion to Professorial Fellowship
- (d) Annual review 2007/08: Promotion to Principal Teaching Fellow

41/08-09 Awards and Distinctions

RECEIVED:

A paper setting out Awards and Distinctions that have been conferred upon members of the University since the last meeting of the Senate held on 1 October 2008 (S.20/08-09).

REPORTED: (by the Vice-Chancellor)

That it would be useful in future to list recipients of European Research Council awards on the Awards and Distinctions paper.

42/08-09 Students' Union Consultation on Induction

REPORTED: (by the President of the Students' Union)

That the Students' Union was involved in reviewing the provision for student induction and that Departments would shortly receive a consultation document in this regard.

43/08-09 Report from the Campus Life Committee

CONSIDERED:

A report from the Campus Life Committee (S.19/08-09) and its resolutions recorded under the following items:

- (a) International Student Barometer
- (b) Residential Accommodation
- (c) Warwick Volunteers
- (d) Student Support Services
- (e) Campus Developments
- (f) Food and Drink Strategy

44/08-09 Report from the Higher Education Foundation Programme Board of Studies

CONSIDERED:

A report from the Higher Education Foundation Programme Board of Studies comprising the Annual Report from the Programme, highlighting activities in student recruitment, marketing, student performance and course development in the 2007/08 academic year (S.22/08-09).

RESOLVED:

That the report from the Higher Education Foundation Programme Board of Studies be approved as set out in paper S.22/08-09.

45/08-09 Report from the Board of the Faculty of Social Studies

CONSIDERED:

A report from the Board of the Faculty of Social Studies (S.23/08-09) and its resolutions and recommendations recorded under the following items:

- (a) Change of Faculty Name from Social Studies to Social Sciences

RECOMMENDED: (to the Council)

That the proposed name change from the Faculty of Social Studies to the Faculty of Social Sciences be approved as set out in S.23/08-09, noting that the change would formally take effect from the 2009/10 academic year with any consequential amendments to governing instruments being brought forward in the next meetings of the Senate and the Council.

- (b) Establishment of the Centre for Memory Studies

RESOLVED:

That the proposal to establish a Centre for Memory Studies be approved as set out in BFSS.10/08-09 (revised).

46/08-09 Report from the Board of the Faculty of Arts

CONSIDERED:

A report from the Board of the Faculty of Arts (S.24/08-09) recommending amendments to the constitution to the Centre for Caribbean Studies.

RESOLVED:

That the proposed revisions to the constitution for the Centre of Caribbean Studies be approved as set out in BAF2/08-09, noting that the Chair of the Board of the Faculty of Arts had approved, by Chair's action, the appointment of Professor Dabydeen as interim Director of the Centre through the period to 31 July 2009.

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04/03/09