

# UNIVERSITY OF WARWICK

## SENATE

Minutes of the meeting held on Wednesday 12 June 2013

Present: Vice-Chancellor (in the Chair), Professor R Ball, Professor C Bates, Professor A Caesar, Ms A Chambers, Ms A Chowcat, Professor S Croft, Professor A Czumaj, Professor S Gilson, Mr R Green, Professor N Hewlett, Professor N Holdsworth, Professor Christina Hughes, Professor Christopher Hughes, Professor S Jacka, Dr C Jenainati, Professor T Jones, Dr J Kidd, Mr S Lamb, Professor K Lamberts (to item 112/12-13), Professor G Lindsay, Professor J McCarthy, Professor A Norrie, Dr D Roper, Professor M Shipman, Mr N Swain, Professor S Swain, Professor M Taylor, Professor P Thomas, Mr S Williams, Professor P Winstanley, Professor V Zammit

Apologies: Dr A Adams, Professor A Coats, Professor C Constable, Professor J Davey, Professor C Dowson, Professor N Johnson, Professor J Labbe, Professor M Luddy, Professor A Muthoo, Professor M Nudds, Professor J Palmowski, Professor A Reeve, Professor C Sparrow, Professor N Stallard, Professor L Young

In attendance: Academic Registrar, Administrative Officer (Academic Registrar's Office), Director of Finance and Financial Strategy, Deputy Academic Registrar, Deputy Registrar, Registrar

### 94/12-13 Minutes

#### RESOLVED:

That the minutes of the meetings of the Senate held on 24 April and 13 May 2013 be approved.

### 95/12-13 Progress of Senate Recommendations

#### REPORTED:

That the Council, at its meeting on 15 May 2013, approved the recommendations of the Senate recorded under the following items:

- (a) Report from the Warwick Institute of Education Implementation Group (minute S.75/12-13 referred)
- (b) Open Access Publishing (minute S.77/12-13 referred)
- (c) Report from the Honorary Degrees Committee: Revocation of Honorary Degrees and proposed amendments to Ordinance 14 on Honorary Degrees, for the first time (minute S.82(a)/12-13 referred)
- (d) University Athena SWAN Silver Submission (minute S.88/12-13 referred)
- (e) Revisions to University Ordinances: Proposed amendments to Ordinance 17 on Parking and Traffic in the University, for the second time (minute S.89/12-13 referred)

### 96/12-13 Membership of the Senate

#### REPORTED:

- (a) That, in accordance with Regulation 2.3, a notice appeared on Insite and members of the Assembly were contacted by e-mail seeking nominations to

fill three vacancies in the representatives of the Assembly on the Senate for commencement from 1 September 2013 through 31 August 2016.

- (b) That, as none of the continuing representatives of the Assembly is of professorial status, two of the three new appointees could be a Professor of the University.
- (c) That, by the published deadline of 30 April 2013, two nominations of individuals were received by the Registrar from members of the Assembly.
- (d) That, in accordance with Regulation 2.3 (10), a Committee of the Assembly was convened and established by the Steering Committee, comprising Professor Christina Hughes (a Pro Vice-Chancellor), Dr C Jenainati and Professor C Dowson (two of the six representatives of the Assembly appointed to the Senate), to consider possible appointees.
- (e) That the Committee met on 4 June 2013 and brought forward the nomination of Dr Cathia Jenainati.
- (f) That this nomination was approved by the Vice-Chancellor on 7 June 2013, in his capacity of Chair of the Assembly.

97/12-13 Vice-Chancellor's Business

REPORTED:

That in view of the Strategic Discussion item at agendum 12, the Vice-Chancellor would make his address as an introduction to that item.

98/12-13 Registrar's Business: Update on the Warwick Institute of Education

REPORTED:

- (a) That following the extraordinary meeting of the Senate on 13 May 2013, called to discuss proposals regarding the future of the Discipline of Education, the Council considered and approved the proposals at its meeting of 15 May 2013.
- (b) That the process had subsequently progressed to the next stage of the implementation with Professor Stuart Croft chairing an overarching WIE Steering Group, the implementation structure also comprising an operations group and a subgroup for each of the new Centres, to allow focus on the challenges that were specific to each.
- (c) That liaison had commenced with a small group of cognate academic departments with a view to establish the hub and spoke opportunities for interdisciplinary working that would be crucial to the success of the new model.
- (d) That the University had contacted all registered students of the Institute to advise them of the developments and offer them the opportunity to give feedback through the established student liaison processes, noting that students intending to graduate in July 2013 should not be affected by these proposals and while continuing students would see new teaching and research structures put in place, those new structures would ensure that they would be able to follow and complete their existing courses or research.

- (e) That, as previously highlighted, there would be a pause in recruitment to the undergraduate programme in 2014/15 in order for the programme to be fully redeveloped, capitalising on the inter-disciplinary nature of the new arrangements.
- (f) That further to the Council's approval of the associated impact on staffing, there was a requirement marginally to reduce the number of Education staff in some areas and recruit in other areas in the creation of the two new Centres and that it was anticipated that this would be achieved through voluntary means and redeployment; an Enhanced Voluntary Leaver Scheme process having opened on 24 May 2013 which was due to close on 1 July 2013.
- (g) That following the meeting of the Council, two briefings had been held for staff within the Institute regarding the impact of the proposals; a number of staff surgeries had been held to date with a timetable for future surgeries being put in place and that other methods of staff engagement, including a staff email resource account and consultation with the Trades Unions, had continued throughout the period and would remain in place through the next stages of the process.
- (h) That there had been engagement with certain academic departments regarding the future of the discipline and this would be continued to a greater extent over the coming weeks and months and Senators' time and support would be very much appreciated.

99/12-13 Registrar's Business: Role of Deputy Vice-Chancellor

REPORTED:

That the vacant role of 'Provost', rather than Deputy Vice-Chancellor, had been advertised and changes to the Statute would be made in due course to reflect that change in title, with the outcome of the recruitment process being brought to future meetings of the Senate and the Council.

100/12-13 Registrar's Business: Representation of the Senate on the Council

REPORTED:

That following Senate approval of the recommendation arising from the Council Effectiveness Review that Senate representation on Council would from 2013-14 consist of the Vice-Chancellor, the Provost, two Pro Vice-Chancellors and four Senators, and in the light of Professor P Thomas' term of office continuing until 2014, a call for nominations for representation of the Senate on the Council membership would be held in due course for the remaining vacancies and the outcome reported to, or election held at, the July meeting of the Senate, as appropriate.

101/12-13 QAA IRENI (minute 72/12-13 referred)

RECEIVED:

The review report from the Quality Assurance Agency (paper S.41/12-13).

REPORTED: (by the Pro Vice-Chancellor for Education (Quality and Standards))

- (a) That the institutional response to the QAA review report was submitted by its deadline of 3 May 2013 and was available on the QAA website.
- (b) That the amendments to the recommendations suggested by the University had been incorporated by the QAA, with the revised timeline for implementation being the 2013/14 academic year for the recommendation relating to external examiners reports and the 2014/15 academic year for the recommendations relating to course handbooks and information for students being fit for purpose.

(By the Pro Vice-Chancellor for Education (Innovation, Employability and Widening Participation))

- (c) That the Academic Standards and Quality Committee (AQSC) was reviewing its role and terms of reference with a view to achieving a more holistic oversight of the student lifecycle, from the pre-recruitment stage to post-graduation.
- (d) It was envisaged that the AQSC would take on a more strategic role of development and monitoring, noting that changes would have implications for feeder committees.
- (e) That a paper would be brought to the July meeting of the Senate recommending the abolition of the "50% rule" and that an institutional assessment strategy would be developed over the next 12 months.

102/12-13 University Widening Participation Strategy

CONSIDERED:

The draft University Widening Participation Strategy (paper S.42/12-13).

REPORTED: (by the Pro Vice-Chancellor for Education (Innovation, Employability and Widening Participation))

That the Widening Participation Strategy had been drawn up following wide-ranging participation and consultation.

RESOLVED:

That the draft University Widening Participation Strategy be approved.

103/12-13 Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.43/12-13) and its resolutions recorded under the following items:

(a) HEFCE Recurrent Grant Allocations

REPORTED: (by the Vice-Chancellor)

That the University had been allocated a total of £57.3m in HEFCE grant for 2013/14, comprising £23.5m for Teaching, and £33.8m for Research, which reflected a £2.9m positive adjustment against plan.

(b) Admissions, Recruitment and International Update

REPORTED: (by the Vice-Chancellor)

- (i) That overall applications were down from the same point in the previous cycle by approximately 3.5%.
- (ii) That activities to encourage conversion for both Home/EU and Overseas applicants continued both centrally and at departmental level and that plans for expanded capability to manage enquiries more efficiently and effectively at Confirmation and Clearing in August 2013 were being put in place with capacity for the Confirmation hotline being increased from 12 to 24 lines, and a further 6 lines dedicated specifically to Clearing transactions.

(c) Business Relations Update

REPORTED: (by the Vice-Chancellor)

That Dr Allyson Reed had recently taken up the position of Director of Corporate Relations which would significantly strengthen the University's capability in this area.

(d) Gold Excellence Green Impact Award

REPORTED: (by the Vice-Chancellor)

That the Students' Union be congratulated on this award.

(e) Warwick TV

REPORTED: (by the Vice-Chancellor)

That congratulations be offered to all students involved in the Student Society Warwick TV.

(f) National Student Drama Festival

REPORTED: (by the Vice-Chancellor)

That all students contributing to this success be warmly congratulated.

(g) Athena SWAN Awards

(h) Royal Society Fellowships

(i) Wolfson Research Merit Award

(j) William Rainey Harper Award

(k) Learning on Screen Awards

(l) Public Engagement Network

(m) Monash Warwick International Conference of Undergraduate Research

- (n) Holocaust, Genocide and Aftermath Studies Research Collaboration
- (o) Budget 2013
- (p) Student Finance Package for 2014/15
- (q) The Higher Education Copyright License 2013-2016

(r) USS Covenant Assessment

REPORTED: (by the Group Finance Director)

That the Russell Group Finance Directors had met with USS to discuss the proposed covenant assessment exercise, highlighting that the approach to be adopted by USS and the continuous monitoring of institutions' covenant assessment, particularly indicators to be used in this process, were of concern and pressure would continue to be brought to bear to challenge the relevance of the indicators where feasible, it being noted that the cost of withdrawing from USS would be very significant and it was unlikely that Russell Group universities would wish to leave USS in the current financial climate.

- (s) Major Research Proposal: CLAHRC 2 Research Funding Application
- (t) Division of Microbiology and Infection
- (u) Research Strategy Update
- (v) Draft Report from the QAA
- (w) HESA Performance Indicators
- (x) Report from the Fees Working Group
- (y) Annual Health and Safety Report
- (z) Alcohol and Drugs Policy
- (aa) Complete University Guide 2014
- (bb) Student Liaison Officers
- (cc) Universities UK (UUK) Analysis of the HEFCE funding allocations and student number controls for academic year 2013/14
- (dd) University's Response to the QAA Consultation on the Higher Education Review
- (ee) HEFCE National Strategy for Access and Student Success

104/12-13 Report from the Academic Quality and Standards Committee

CONSIDERED:

A report from the Academic Quality and Standards Committee (S.44/12-13) and its resolutions recorded under the following items.

(a) Postgraduate Taught Examination Conventions

RESOLVED:

That the proposed revisions to the Postgraduate Taught Examination Conventions be approved, as set out in paper AQSC.54/12-13, appended to paper S.44/12-13.

(b) Regulation 8 Appeals: Scope of Preliminary Review Panels

REPORTED: (by the Pro Vice-Chancellor for Education (Innovation, Employability and Widening Participation))

That subsequent to circulation of paper S.44/12-13, the Chairs of the Boards of Undergraduate and Graduate Studies on behalf of the Boards

and the AQSC at its meeting on 11 July 2012 had approved and recommended to the Senate the following revised amendment to Regulation 8.12:

**“(3) Preliminary review panels will consider whether an appellant has brought his or her appeal within the terms and conditions set out above and may also consider the substance and merits of the case and whether the factors advanced by the appellant would have had relevance at the time of the examinations, in arriving at their determinations.** An appeal will not be considered where the preliminary review panel considers that the evidence provided by a candidate does not constitute adequate grounds for appeal, and in such a case the candidate will be notified of the reasons for its decision”.

RESOLVED:

That the revised proposed amendment to Regulation 8.12 be approved with immediate effect, as set out in paper BUGS.10/12-13, appended to paper S.44/12-13 and confirmed above.

105/12-13 Joint report from the Boards of the Faculties of Art, Medicine, Social Sciences and Science

CONSIDERED:

A report from the Boards of the Faculties of Arts, Medicine, Social Sciences and Science (S.45/12-13), with resolutions and recommendations recorded under the following items:

- (a) Board of the Faculty of Arts
  - (i) Appointment of the Chair of the Faculty of Arts
  - (ii) Board of the Faculty of Arts, its sub-committees and University-level committees

RESOLVED:

That the proposed representation of the Faculty of Arts on University Committees for 2013/14 be approved, as set out in paper BFA.19/12-13, appended to paper S.45/12-13.

- (iii) Election of Board Members to the Senate
- (iv) Membership of the First Year Board of Examiners

RESOLVED:

That the proposed membership of the First Year Board of Examiners for the Faculty of Arts meetings in June and September 2013 be approved, as set out in paper BFA.21/12-13, appended to S.45/12-13.

- (v) Progress towards establishing a Centre for Medical Humanities
- (vi) Interdisciplinary Degrees
- (vii) Recruitment and Marketing

(b) Board of the Faculty of Medicine

(i) Changes to the Membership and Constitution of the Board of the Faculty of Medicine

RESOLVED:

(A) That the recommendation be approved to include six, instead of five, Heads of Division in the membership in order to reflect the changing structure of the Medical School.

(B) That following the dis-establishment of the School of Health and Social Studies, the removal of its representation from the Board of the Faculty of Medicine be approved.

(ii) Membership of the Undergraduate Studies Committee and the Graduate Studies Committee of the Board of the Faculty of Medicine 2013-14

(iii) Graduate Appeals Committee Panel 2013/14

RESOLVED:

That the membership of the Graduate Appeals Committee Panel for the Faculty of Medicine for 2013/14 be approved as set out below:

Ms J Cooper  
Dr G Ladds  
Dr C Melville  
Dr J Paul O'Hare  
Professor D Singer

(iv) Faculty of Medicine Representatives on University Committees 2013/14

RESOLVED:

That the proposed representation of the Faculty of Medicine on University Committees for 2013/14 be approved, as set out under item 2(d) of paper S.45/12-13.

(c) Board of the Faculty of Science

(i) Reappointment of the Chair of the Faculty of Science

(ii) Membership of the Board and its Sub-Committees

(iii) Membership of the Faculty on other University Committees

RESOLVED:

That the proposed representation of the Faculty of Science on University Committees for 2013/14 be approved, as set out in BFS.15/12-13, appended to paper S.45/12-13.

(iv) Election of Board Members to the Senate



(v) Membership of the First Year Board of Examiners 2012/13

RESOLVED:

That the membership of the First Year Board of Examiners for the Faculty of Science meetings in June and September 2013 be approved, as set out in paper BFS.5(revised 3)/12-13, appended to paper S.45/12-13.

(vi) Institutional Teaching and Learning Review: Faculty Engagement Recommendations

RESOLVED:

That the draft report from the Faculty of Science Working Groups and actions therein be noted, as set out in paper BFS.17/12-13, appended to paper S.45/12-13.

(vii) Sub-Faculty of Science

RESOLVED:

That the amendment of the name of the Sub-Faculty of Science to "Faculty of Science Undergraduate Studies Committee" be approved.

(viii) National Automotive Innovation Campus

(d) Board of the Faculty of Social Science

(i) Quantitative Methods in Social Sciences Bid (minute 24(c)/12-13 referred)

(ii) Membership of the First Year Board of Examiners 2012/13

RESOLVED:

That the membership of the First Year Board of Examiners for the Faculty of Social Science meetings in June and September 2013 be approved, as set out in paper BFSS.25/12-13 (revised 2), appended to paper S.45/12-13.

(iii) Faculty Appointments and Elections for 2013/14

(A) Reappointment of the Chair of the Board of the Faculty

(B) Elections to the Board of the Faculty of Social Sciences and its Sub-Committees and to other University Committees

RESOLVED:

That the proposed representation of the Faculty of Social Science on University Committees for 2013/14 be approved, as set out in paper BFSS.27/12-13, appended to paper S.45/12-13.

106/12-13 Report from the Equality and Diversity Committee

RECEIVED:

A report from the Equality and Diversity Committee (S.46/12-13) and its resolutions and recommendations recorded under the following items:

(a) Athena SWAN

REPORTED: (by the Pro Vice-Chancellor for Education (Innovation, Employability and Widening Participation))

- (i) That discussions were on-going with the ESRC with the support of the Equality Challenge Unit into how the Athena Swan initiative might be extended to include the Social Sciences and Humanities to provide appropriate challenge in this area.

(By the Chair of the Board of the Faculty of Science)

- (ii) That a mid-career lunch had recently been held in the Faculty of Science, participation in which had been broadened to include colleagues from other Faculties.

- (b) Equity Analysis on Merit Pay 2011/12: Further Analysis (BME, Gender and Age)
- (c) HESA Performance Indicators 2012: Participation of Students in Receipt of Disabled Students' Allowance (DSA)
- (d) Review of the Public Sector Equality Duty (PSED)
- (e) Summary of a Report from the Equality and Human Rights Commission (EHRC) – Publishing Equality Information: Commitment, Engagement and Transparency
- (f) HESA Data Collection
- (g) Equality Objectives – Update on Progress
- (h) Widening Participation and Student Recruitment
- (i) Gender Neutral Toilets
- (j) RCUK Equality and Diversity Statement
- (k) Equality and Diversity Training
- (l) Stonewall
- (m) Title Changes on Student Database
- (n) Departmental Disability Contacts and Accessibility of buildings

107/12-13 Report from the University Health and Safety Executive Committee

CONSIDERED:

A report from the University Health and Safety Executive Committee (S.47/12-13) and its resolutions and recommendations recorded under the following items:

(a) Terms of Reference and Membership 2012/13

RECOMMENDED: (to the Council)

That the membership of the University Health and Safety Executive Committee be amended so that the Registrar might delegate the authority to Chair the Committee to a nominee, as set out in paper S.47/12-13.

- (b) Effectiveness Review
- (c) University Health and Safety Committee
- (d) University Genetic Modification and Biosafety Committee

108/12-13 Report from the Research Committee

CONSIDERED:

A report from the Research Committee (S.48/12-13).

RESOLVED:

That the Warwick Infectious Disease Epidemiology Research (WIDER) Centre be formally approved as a University Research Centre and be allowed to publicise itself as such; that it be included in the full list of Research Centres and that its constitution be published in the University Calendar.

109/12-13 Awards and Distinctions

RECEIVED:

A paper setting out Awards and Distinctions that had been conferred upon members of the University since the last meeting of the Senate held on 24 April 2013 (S.49/12-13).

110/12-13 Senate Committees

REPORTED:

That the Regulations for the timetable of Committee Elections required that, at its meeting in the Summer Term, the Senate be asked to empower its Committees to continue in being with such powers as they have exercised previously until 30 September 2013.

RESOLVED:

That the population of any arising vacancies in the membership of the committees of the Senate for the 2013/14 academic year be sought over the coming weeks and that any such nominations and appointments be considered by the Steering Committee on behalf of the Senate.

111/12-13 Proposed amendments to Regulation 23 on Student Disciplinary Regulations

CONSIDERED:

The proposed amendments to Regulation 23 on Student Disciplinary Regulations (S.52/12-13).

REPORTED: (by the Registrar)

- (a) That a printing error had resulted in sections of text being omitted in the hard copy version of paper S.52/12-13 and that in view of this the full paper would be re-presented to the Senate at its next meeting, when it would be received for its second reading.

(By Ms A Chowcat)

- (b) That the Students' Union welcomed the revision of Regulation 23 but wished to voice concerns with the proposed draft and to offer further comment on the proposals captured therein.

(By the Registrar)

- (c) That a meeting would be arranged between the Students' Union and relevant colleagues to discuss the issues raised.
- (d) In response to a query regarding the process for proposing an amendment to recommendation, that Standing Orders for the Senate would be brought forward presently.

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.

112/12-13 Strategic topic for Discussion: University Strategy Review (minute S.76/12-13 referred)

CONSIDERED:

- (a) Oral reports from the Vice-Chancellor and Registrar on the University's recent performance, performance indicators relating to other leading global HEIs and the development of the new University Strategy.
- (b) Strategic themes comprising strands of the new University Strategy in the form of working groups.

113/12-13 Revisions to University Ordinance 7 on the Constitution of the Boards of the Faculties

CONSIDERED:

The proposed amendments to Ordinance 7 on the Constitution of the Boards of the Faculties (S.50/12-13) as noted by the Vice-Chancellor on behalf of the Senate on 7 May 2013 and approved for the first time by the Council at its meeting on 15 May 2013.

RECOMMENDED: (to the Council)

That the proposed amendments to Ordinance 7 on the Constitution of the Boards of the Faculties be recommended for approval to the Council for the second time, as set out in paper S.50/12-13.

114/12-13 Revisions to University Ordinance 14 on Honorary Degrees

CONSIDERED:

The proposed amendments to Ordinance 14 on Honorary Degrees (S.51/12-13) as approved for the first time by the Council at its meeting on 15 May 2013.

RECOMMENDED: (to the Council)

That the proposed amendments to Ordinance 14 on Honorary Degrees be recommended for approval to the Council for the second time, as set out in paper S.51/12-13.

115/12-13 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 colleagues with effect from their retirement (given in brackets below):

- (a) Professor Norman Ireland, Department of Economics (31 December 2007), it being noted that Professor Ireland returned to the University as a Recognised Teacher until 30 September 2012).
- (b) Professor John Jones, Department of Mathematics (31 July 2013).
- (c) Professor Jeremy Treglown, Department of English and Comparative Literary Studies (30 September 2013).
- (d) Professor Adrian Wilson, Department of Physics (30 September 2013).

116/12-13 Date of the next meeting

REPORTED:

That the next meeting of the Senate would be held on Wednesday 3 July 2013 in the Council Chamber, Senate House.

KMS/HRWS/SB 12June13 mins

19/06/2013