

UNIVERSITY OF WARWICK

SENATE

Minutes of the meeting of the Senate held on 8 March 2006

- Present: Vice-Chancellor (in the Chair), Dr J Ahearne, Professor S Bassnett, Ms A Bell, Professor L Bridges, Professor S Bright, Professor P Burnham, Professor A Caesar, Professor E Carter (until item 56/05-06), Professor Y Carter, Professor M J Cooper, Professor J Davis, Professor M P Devereux, Professor T Docherty, Mr B Duggan, Professor M Finn, Professor R Freedman, Professor A Harris, Professor M Harrison, Professor J D S Jones, Professor K Lamberts, Professor K Legge, Professor R Lindley (until item 59/05-06), Professor M Luntley (from item 53/05-06), Professor A McFarlane, Dr H Nesi, Professor S B Palmer, Professor A Phizacklea, Professor E Peile, Dr A M Price, Dr P Roberts, Professor M Smith, Dr C Sparrow, Ms K Stark, Professor S Thornton, Professor M Whitby.
- Apologies: Dr P Byrd, Professor G Hundt, Professor I Lauder, Dr J MacPherson, Professor P O'Hare, Professor D Singer, Professor M Waterson, Professor R Wilson.
- In Attendance: Academic Registrar, Acting Director of Finance, Director of Academic and Student Affairs, Registrar, University Secretary, Ms Y Salter Wright, Ms N Snodgrass, for item 53/05-06 the Assistant Director (Partnerships & Networks), International Office.

44/05-06 Minutes

RESOLVED:

- (a) That the minutes of the meeting of the Senate held on 30 November 2005 be approved.
- (b) That the minutes of the meeting of the Senate held on 1 February 2006 be approved.

45/05-06 Progress of Senate Recommendations

REPORTED:

- (a) That the Council, at its meeting on 14 December 2005, approved the recommendations of the Senate recorded under the following items:
 - (i) Report from the Equal Opportunities Committee (minute 35/05-06 refers)
 - (ii) Report from the University Safety Committee (minute 36/05-06 refers)
 - (iii) Report from the Academic Quality and Standards Committee (minute 32/05-06 refers)

46/05-06 Report from the Academic and Quality Standards Committee

REPORTED: (by the Vice-Chancellor)

That he had taken Chair's Action to approve on behalf of the Senate the following further amendment to Regulation 14(76) Governing Higher Degrees to bring it in line with the changes previously approved by the Senate at its meeting on 30 November:

- (76) ...The internal advisor shall be a member of staff other than a supervisor from the candidate's Department or School and shall be appointed by the Senate Chair of the Board of Graduate Studies on the recommendation of the Head of the appropriate Department or School.

47/05-06 Membership of the Senate

REPORTED: (by the Vice-Chancellor and the University Secretary)

- (a) That, in accordance with Regulation 2.3, a notice would be appearing in the forthcoming issue of CommUnicate and in inbox insite seeking to fill the vacancy in the appointees of the Assembly on the Senate occasioned by the resignation of Dr C Humphreys from the University.
- (b) That the closing date for the receipt of nominations for appointment was 3 April 2006.
- (c) That a notice would be appearing in CommUnicate in the Summer Term seeking to fill two vacancies in the appointees of the Assembly on the Senate for the period 2006–2009 due to the expiry of the terms of appointment of Dr Hilary Nesi and Dr Penny Roberts on 31 July 2006.

48/05-06 Staff Attitude Survey (Pulse)

RECEIVED:

An oral report from the Vice-Chancellor on the key outcomes of the Staff Attitude Survey 'Pulse' conducted in June 2005 and the steps being taken by the University to analyse and address the issues of concern identified in the survey.

REPORTED (by the Registrar):

That the University would be running the 'Pulse' survey at a future date with a view to the acquisition of trend data.

49/05-06 IT Issues

CONSIDERED:

Oral reports from the Vice-Chancellor, the Registrar and the Pro-Vice-Chancellor (Teaching and Learning) on the steps being taken by Information Technology Services to address any outstanding issues arising from the recent staff filestore server and GroupWise staff post office server failures and the recent security attacks on the University's IT systems and noting in particular:

- (a) That an interim IT Manager had been appointed for a fixed period of three months to take forward issues relating to the University's software and hardware platforms and technical services and that an external consultant would also be engaged to provide further advice and guidance in these areas.
- (b) That the migration of staff from Novell GroupWise to Microsoft Exchange was on schedule and that additional staff resources would be engaged to expedite the process should this prove necessary.

RESOLVED:

- (a) That IT Services reissue the directive to staff to archive emails in order to assist with the current Groupwise e-mail storage difficulties.
- (b) That the Pro-Vice-Chancellor (Teaching and Learning) discuss with the Director of IT Services:
 - (i) The potential impact of Phase 2 of the refurbishment of the Social Studies building on the schedule for migration of staff from Novell GroupWise to Microsoft Exchange with a view to minimising any potential delays in migration arising from the decanting of staff from this building.
 - (ii) The availability of non-networked access for students in campus open clusters.

50/05-06 EPSRC Doctoral Training Centre in Complexity Science

REPORTED: (by the Vice-Chancellor)

That the University had submitted a full bid proposal to the EPSRC for the establishment of an EPSRC Doctoral Training Centre in Complexity Science, that it was expected that two capacity-building grants of a value of up to approximately £4m each would be funded and that the outcome of the bidding process would be announced in July.

51/05-06 Higher Education Innovation Fund: Round 3 (HEIF3)

REPORTED: (by the Vice-Chancellor)

- (a) That Bioventures, the Warwick-led collaborative project submitted to the HEFCE under the competitive funding element of HEIF3, had reached Phase 2 of the competition from a total of 90 submissions.
- (b) That it was expected that 12 out of these 23 Phase 2 bids would eventually receive HEIF3 funding and that a significant number of other Russell Group institutions had not been shortlisted to proceed to Phase 2.

Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.25/05-06 {Parts 1 and 2}) and its resolutions recorded under the following items, together with an oral report from the Vice-Chancellor:

- (a) Collaboration with Birmingham University
- (b) New Research Initiatives and Submissions
- (c) Higher Education Innovation Fund Round 3 (HEIF3)
- (d) Submission of Research Bids
- (e) Undergraduate and Postgraduate Admissions
- (f) Centres for Excellence in Teaching and Learning
- (g) WHRI Update
- (h) International Issues
- (i) Report on the Survey of the Use of Teaching Rooms
- (j) Warwick Undergraduate Aid Programme: Work-Study Scheme
- (k) Library Update and Strategic Issues
- (l) National Academy for Gifted and Talented Youth: Update
- (m) Chief Executive of HEFCE
- (n) HEFCE Review of Teaching Funding Methodology: University Response
- (o) Research and Innovation Update
- (p) Teaching Quality Issues
- (q) National Centre for Involvement
- (r) Quality Assurance of Basic Medical Education (QABME): General Medical Council Visit
- (s) New NHS Research Strategy: 'Best Research for Best Health'
- (t) Additional Student Numbers (ASNs) Development Funding
- (u) Lifelong Learning Networks: Implications and Opportunities
- (v) QAA Special Review of Postgraduate Research Degree Programmes
- (w) Undergraduate Open Days
- (x) Renaming of Senate House
- (y) Sabbatical Officers of the Union of Students 2006/07
- (z) WBS Quarter-End Report
- (aa) WHRI Quarter-End Report
- (bb) WMS Quarter-End Report
- (cc) Academic Resourcing Committee: Quarter-End Report
- (dd) Financial Forecasts and Annual Monitoring Statements: Outcomes for 2005
- (ee) Joint Costing and Pricing Steering Group Update
- (ff) Tuition Fees for 2006/07
- (gg) HEFCE 2006-11 Strategic Plan
- (hh) Accountability for Higher Education Institutions: Consultation Responses
- (ii) Cox Review of Creativity in Business
- (jj) Embedding Widening Participation in Higher Education
- (kk) Office for Fair Access 2005-10 Strategic Plan
- (ll) Foster Review of FE
- (mm) UUK Study of Part-Time Students and Part-Time Study
- (nn) Home Office Consultation on a Points-Based Immigration System: UUK Response
- (oo) Bologna Process: Integrated Masters Programmes
- (pp) Warwick Medical School Restructuring
- (qq) Equality and Diversity Committee Membership

(a) 2006 Pay Negotiations

RECEIVED:

- (i) A report from the Steering Committee on its resolutions arising from consideration of the following papers, together with an oral report from the Vice-Chancellor:
 - (A) Universities and Colleges Employers Association (UCEA) Update 06/19 seeking responses from subscribing HE institutions on the approach to be adopted in the 2006 pay level negotiations with Trades Unions (SC.227/05-06 {reserved}).
 - (B) A paper prepared by the Director of Personnel on the industrial action to be taken by the AUT from 7 March over its 2006 pay claim and setting out proposed actions by the University in response to the scheduled industrial action (SC.228/05-06 {reserved}).
- (ii) A letter from the Vice-Chancellor to all Heads of Departments providing details of the scheduled AUT industrial action and requesting feedback on the University's proposed institutional response to the AUT industrial action (S.25/05-06 {Part 1}, Appendix 1).

REPORTED: (by the Vice-Chancellor and the Director of Academic and Student Affairs)

- (i) That, further to the responses received to the Vice-Chancellor's letter, the Steering Committee approved the proposed University response to the AUT industrial action as detailed in paper S.25/05-06.
- (ii) That the Vice-Chancellor would be writing to all Heads of Departments to obtain an assessment of the likely scale of impact of non-co-operation.

(b) National Student Survey

RECEIVED:

A report from the Steering Committee on its consideration of the following papers, together with oral reports from the Pro-Vice-Chancellor (Teaching and Learning) and the President of the Union of Students:

- (i) A paper prepared by the Senior Assistant Registrar (Teaching Quality) and the Administrative Officer (Teaching Quality) on the University's proposed strategy for the conduct and operation of the 2006 National Student Survey (NSS) within the University (SC.161/05-06 {revised}) together with oral reports from the Pro-Vice-Chancellor (Teaching and Learning) and the President of the Union of Students.

- (ii) The report from the Aldwych Group, the Students' Unions of the Russell Group Universities, on progress made to date in the National Student Survey Campaign (NSS) together with the NSS statement from the Group (SC.224/05-06).

REPORTED:

(by the Pro-Vice-Chancellor {Teaching and Learning})

- (i) That it was anticipated that the University's response rate in any given subject to the 2006 NSS would not reach the reliability threshold required for publication of survey results and that the rate of survey opt-out was currently 12-13%, above the level of opt-out at a comparable stage in 2005.
- (ii) That Ipsos UK had indicated that the tactics undertaken in the 2005 survey for a late-stage boost in response rates would not be repeated in the 2006 NSS.

(by the President of the Students' Union)

- (iii) That negotiations regarding amendments to the survey were ongoing and that it was expected that participation in the NSS would be supported by the Students' Union next academic year.

53/05-06

HR Framework: Report from the Academic Staff Committee

CONSIDERED:

A report from the meeting of the Academic Staff Committee held on 9 February 2006 summarising its recommendations arising from discussions of the following matters raised by the Senate at its meeting held on 1 February 2006 (S.26/05-06):

- (a) The appropriateness or otherwise of removing the restriction on loading for probationers in years 4 and 5 of the proposed probationary term.
- (b) Whether the title of Reader be retained should a decision be taken to move to the proposed international nomenclature for academic staff titles.

RECOMMENDED:

That the period of restricted loading for probationary academic staff be confined to years one to three of the probationary term and that members of staff be expected to pick up an increased work load in years four and five of the probationary period.

54/05-06

Academic Staff Titles

CONSIDERED:

A paper setting out proposed changes to the nomenclature of academic staff titles incorporating the recommendations of the Academic Staff Committee on this issue (S.27/05-06).

RECOMMENDED:

- (a) That the titles of Assistant Professor, Associate Professor and Professor be introduced for all new academic staff appointments from the start of the academic year 2006/07 and be made available to all existing members of staff if they expressed a wish to adopt these titles as proposed in paper S.27/05-06.
- (b) That those existing members of staff currently holding the title of Reader can retain this title if they expressed a preference to retain it.
- (c) That, should a decision be taken to move to the proposed new nomenclature for academic staff titles, promotions to Readership would be retained in the academic years 2006/07 and 2007/08.

55/05-06

Warwick in Asia

CONSIDERED:

The report from the Singapore Academic Planning Group established by the Vice-Chancellor to explore alternative plans for academic development in Singapore (S.28/05-06) together with oral reports from the Vice-Chancellor and the Pro-Vice-Chancellor (International Affairs and Equal Opportunities).

RECOMMENDED:

That, in the light of the proposals for academic developments in Singapore and the proposed arrangements for further University scrutiny of their academic merit and financial viability set out in paper S.28/05-06, the following proposed steps be supported and approved:

- (a) Further development of the six academic proposals summarised in paper S.28/05-06.
- (b) Determination of what level of support for the proposed initiatives and the proposed Warwick Centre in Singapore might be forthcoming from the Economic Development Board of Singapore and other Singapore institutions.
- (c) The disbanding of the Singapore Academic Planning Group and the channelling of responsibilities for future development including any capital proposals to establish a 'Warwick Centre' in Singapore via the normal University mechanisms for decision-making relating to teaching, learning, research and international partnerships.

56/05-06

Recurrent Funding 2006/07

CONSIDERED:

A copy of the letter from the HEFCE and UUK Information Note 1/06/08 on the recurrent grant allocation to the University for the academic year 2006/07; a news release from the HEFCE summarising its allocations of recurrent funding to all higher education institutions for 2006/07; HEFCE Circular Letter number 03/2006 on additional research capital funding for the period 2006-08 and a covering paper prepared by the Acting Director of Finance on the implications

of the recurrent settlement on the University's financial plan (S.29/05-06) together with an oral report from the Vice-Chancellor.

RESOLVED:

That details of the impact of the new charity support element within QR on overall QR funding by department be circulated for the information of all members of the Senate.

57/05-06 Report from the Strategy Committee

RECEIVED:

A report from the meeting of the Strategy Committee held on 23 February 2006 (S.30/05-06) and its resolutions recorded under the following items, together with oral reports from the Vice-Chancellor and the Deputy Vice-Chancellor:

- (a) University Key Performance Indicators
- (b) University Teaching and Learning Strategy
- (c) Collaboration with Birmingham University

58/05-06 Report from the Academic Quality and Standards Committee

CONSIDERED:

A report from the meetings of the Academic Quality and Standards Committee held on 26 January and 22 February 2006 (S.31/05-06 {Parts 1 and 2}) and its resolutions recorded under the following items, together with an oral report from the Chair of the Committee:

- (a) Assessment
- (b) Outcomes from Institutional Audit
- (c) National Student Survey 2005
- (d) Education Innovation Fund
- (e) E-Learning Benchmarking Exercise
- (f) Annual Course Reviews: Summary Reports
- (g) Annual Course Review Report Forms
- (h) Undergraduate Research Scholarship Scheme (URSS)
- (i) Report on Periodic Review
- (j) PSRC Engagements
- (k) New and Revised Postgraduate Courses
- (l) New Undergraduate Courses

- (a) Amendments to University Ordinance 16 on Matriculation

RECOMMENDED:

That proposed amendments to University Ordinance 16 on Matriculation be approved as set out in paper AQSC.92/05-06.

(b) New Collaborative Courses

(i) Institute of Education: Distance Learning MA in Religious Education

RESOLVED:

That a proposal from the Institute of Education to revise the MA in Religious Education by Distance Learning be approved as set out in papers GFSS 129-139/05-06.

(ii) WMG Malaysia Extension

RESOLVED:

That a proposal from the Warwick Manufacturing Group for an extension to their existing Malaysian Collaborative Programme be approved as set out in paper SGS.30/05-06.

(iii) History of Art: Validation of an MA (IÉSA)

RESOLVED:

That a proposal from the Department of the History of Art to validate an MA in the History and Business of Art and Collecting: The Historic and Contemporary Art Markets taught by the Institut d'Etudes Supérieures des Arts, France (IÉSA) be approved as set out in paper AGSC.15/05-06.

59/05-06

Report from the Information Policy and Strategy Committee

A report from the meeting of the Information Policy and Strategy Committee held on 14 February 2006 (S.32/05-06) together with an oral report from the Chair of the Committee.

Information Security

CONSIDERED:

A paper from the Information Security Working Group regarding Network Connection Policy (IPSC.12/05-06).

RESOLVED:

- (a) That the proposed Network Connection Policy for the University be approved as set out in paper IPSC.12/05-06.
- (b) That the Pro-Vice-Chancellor (Teaching and Learning) liaise with the Director of IT Services to ensure:
 - (i) The dissemination of information to all staff and students on the University Network Connection Policy, including clear guidelines on the definition of networking devices under the approved policy.

- (ii) The development of an appropriate and efficient procedure for the authorisation by Information Technology Services of computer networking devices to be connected to the campus network.

60/05-06 Report from the Campus Life Committee

CONSIDERED:

A report from the meeting of the Campus Life Committee held on 15 February 2006 (S.33/05-06) and its resolutions recorded under the following items:

- (a) Annual Reports
- (b) Student Term-Time Work

REPORTED:(by the Pro-Vice-Chancellor for Campus and the Community)

That the role of the Campus Life Committee was to provide a forum for the discussion of issues relating to campus life and to submit recommendations to the relevant decision-making bodies where appropriate.

61/05-06 Report from the Equality and Diversity Committee

CONSIDERED:

A report from the meeting of the Equality and Diversity Committee held on 30 January 2006 (S.34/05-06) together with an oral report from the Chair of the Committee.

- (a) Statistical Monitoring of Equality and Diversity

CONSIDERED:

Reports on Workforce Profile: Analysis of Existing Staff 2004/05 (EOC 9/05-06), Recruitment Monitoring 2004/05 (EOC 10/05-06), Senior Academic Salary Review (EOC 12/05-06) and Student Statistics (EOC 13/05-06, 14/05-06 and 15/05-06) together with a report from the Committee on its consideration of the above reports.

RECOMMENDED:

That the University reports on statistical monitoring of equality and diversity be approved as set out in papers EOC 9/05-06, EOC 10/05-06 and EOC 12–15/05-06.

- (b) Equality Impact Assessment

RECEIVED:

The Committee's report of its receipt of an oral report from Ms L Aspinall, Personnel Adviser, detailing the progress of the implementation of Equality Impact Assessments within the University.

62/05-06 Appointment of Pro-Vice-Chancellors

REPORTED:

- (a) That the current period of office of Professor Jones as Pro-Vice-Chancellor would expire on 31 July 2006.
- (b) That Professor Jones was eligible for re-appointment for a third two-year term of office.

RECEIVED:

- (a) An oral report from the Chair of the Vice-Chancellor's Advisory Committee on the Appointment of Pro-Vice-Chancellors of the procedures adopted by the Committee during the Spring term in accordance with Ordinance 3 governing the appointment of Pro-Vice-Chancellors.
- (b) An oral report from the Vice-Chancellor on his decision to recommend to the Council at its meeting on 15 March 2006 that Professor Jones be re-appointed to the position of Pro-Vice-Chancellor for a third term of two years from 1 August 2006.

RESOLVED:

That the Senate endorse the recommendation of the Vice-Chancellor to the Council that Professor Jones be re-appointed to the position of Pro-Vice-Chancellor for a third term of two years from 1 August 2006.

NOTE: Professor Jones left the meeting for consideration of this item.

63/05-06 Sabbatical Officers in the Union of Students

REPORTED:

- (a) That the results of the election for Sabbatical Officers in the Union of Students for the academic year 2006/2007 were as follows:

President:	Brian Duggan, graduate in English and Comparative Literary Studies and current Education Officer and Deputy President
Education Officer and Deputy President:	Cleo Longworth, 4th year English and French
Finance, Democracy and Strategy Officer:	Alexander (A.J.) Brown, 3rd year Philosophy and Politics
Welfare and Equal Opportunities Officer:	Katie Chevis, 3rd year Philosophy and Psychology
Commercial Development and Communications Officer:	Nicola Warrington, 3rd year History
Sports Officer:	Anna Darowska, 3rd year Psychology
Societies and Student Development Officer:	Stephanie Wongsam, 3rd year Psychology

- (b) That, in accordance with Regulation 24(4), it would be necessary for the Senate at its meeting on 28 June 2006 to consider the conferral of registered student status on Brian Duggan, Cleo Longworth, Alexander Brown, Katie Chevis, Nicola Warrington, Anna Darowska and Stephanie Wongsam.
- (c) That the second and third student representatives on the Senate would be Mr Ali Gumusay (1st year Economics, Politics and International Studies), and Ms Cleo Longworth (4th year English and French).
- (d) That the second student member of the Council for the academic year 2006/07 would be Mr Matthew Dunn (1st year student in French and German).

64/05-06 Awards and Distinctions

RECEIVED:

A paper setting out the Awards and Distinctions conferred upon members of the University since the meeting of the Senate held on 30 November 2005 (S.35/05-06).

65/05-06 Report from the Safety Committee

CONSIDERED:

A report from the meeting of the Safety Committee held on 10 February 2006 (S.36/05-06):

(a) Revision of the University Safety Policy "Safety in the University" (SITU)

CONSIDERED:

- (i) A full revision of SITU Part 12 – Disabled People (USC.20/05-06).
- (ii) A full revision of SITU Part 4 – Ionising Radiation (USC.21/05-06).
- (iii) Revision of SITU Part 2 – Work at Home (USC.19/05-06).

RECOMMENDED:

That the proposed revisions to SITU Parts 2, 4 and 12 be approved as set out in papers USC.19/05-06, USC.21/05-06 and USC.20/05-06.

(b) Smoking in the University

CONSIDERED:

A report from the University Safety Office on the consultation exercise conducted on a proposed ban on smoking in university residences including staff common and rest rooms, student communal areas and student bedrooms (USC.13/05-06).

RESOLVED:

- (i) That a ban on smoking in staff common rooms and communal student areas such as kitchens and lounges be imposed with effect from the beginning of the 06/07 session.
- (ii) That no ban on smoking be imposed in tutors' rooms or student bedrooms.

(c) Work Related Accidents Reported in 2005

RECEIVED:

A report from the University Safety Committee on its consideration of a report from the Assistant University Safety Officer on University Accident Statistics for 2005 (USC.24/05-06).

(d) Annual Report to the Senate and the Council

CONSIDERED:

The Annual Report from the University Safety Committee to the Senate and the Council for the year ending 31 December 2005 (USC.26/05-06).

RECOMMENDED:

That the Annual Report from the University Safety Committee for the year ending 31 December 2005 be approved as set out in paper USC.26/05-06.

66/05-06 Report from the Board of the Faculty of Social Studies

CONSIDERED:

A report from the Board of the Faculty of Social Studies (S.37/05-06).

Centre for Research into Gifted and Talented Education

CONSIDERED:

A proposal for the establishment of the Centre for Research into Gifted and Talented Education and the proposed constitution for the Centre (BFSS 21/04-05 {part, revised}).

RESOLVED:

That the proposal for the establishment of the Centre for Research into Gifted and Talented Education and the proposed constitution for the Centre be approved as set out in paper BFSS.21/04-05 (part, revised).