

# UNIVERSITY OF WARWICK

## SENATE

Minutes of the meeting held on Wednesday 1 July 2009

- Present: Vice-Chancellor (in the chair), Professor H Beale, Professor L Bridges, Professor S Bright, Professor R Burns, Professor S Bruzzi, Dr L Campbell, Professor M Cooper, Professor J Davey, Professor J Davis, Professor T Docherty, Professor A Easton, Professor P Edwards, Professor M Finn, Ms D Foster, Ms A Green, Dr C Harrison, Professor N Hewlett, Professor C Hughes, Professor J Hutton (until item 116/08-09), 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, Professor M Smith, Professor C Sparrow (until item 115/08-09), Mr M Surve, Professor H Thomas, Mr S Thomson, Professor M Whitby, Professor V Zammit.
- Apologies: Professor C Aubrey, Professor S Bassnett, Ms A Bell, Professor Y Carter, Dr A Greene, Dr M Hadley, Professor R Higgott, Professor S Thornton, Professor M Underwood, Professor R Wilson.
- In attendance: Registrar, Deputy Registrar, Academic Registrar, Director of Finance, Head of Governance Support Services, Administrative Officer (Governance), Professor Sir J Beringer (for item 113/08-09), *for item 104/08-09 only*: Deputy Finance Director (Group Accounting), Professor C Bates, Dr J Burns, Professor J Burrows, Dr J Davidson, Professor J Faundez, Professor S Jacka, Professor M Luntley, Professor A Prout, Professor E Robinson, Professor P Sadler, Professor P Smith, Professor H Spencer-Oatey.

### 104/08-09 University Financial Plan: 2009-2013

#### CONSIDERED:

The draft University Financial Plan for the period to 2012/13 (S.45/08-09) together with oral reports from the Vice-Chancellor, Registrar and Finance Director.

#### REPORTED: (by the Finance Director)

- (a) That the provisional Financial Plan for 2008/09 to 2012/13 included the following assumptions:
- (i) Efficiency savings of 5 percent would be achieved over the plan period to raise surplus levels to 3 percent of income.
  - (ii) No inflation on the HEFCE Teaching Grant or QR Funding in the years following 2009/10 and that HEFCE project grants would not be renewed once current commitments had ended.
  - (iii) A decline in Home and EU undergraduate numbers of 4 percent due to the recruitment restriction imposed by HEFCE and an increase of circa 11 percent on taught postgraduate numbers over the timescale of the plan.
  - (iv) Inflation only growth on student fees income at 2.5 percent.
  - (v) The inclusion in the Capital Plan of the University IT network replacement plan and the new Physics/Chemistry and TM2 buildings.

- (b) That a deficit of £1.1m was forecast for 2009/10 after £10m restructuring costs and that in subsequent years surpluses were projected at £11.1m, £13.0m and £12.8m respectively.
- (c) That the University required a cash balance of circa £20m to cover payroll and other costs, noting that the inability to meet savings targets would significantly impact on this balance.
- (d) That the University expected to use the £20m flexible 'revolver' loan facility in the period up to July 2012, at which point it should be repaid and that additionally, £5m of the 'bullet' loan would be drawn down to partially finance the Physics/Chemistry capital project with the remaining £25m held in reserve.
- (e) That it was imperative that the University did not lose its strategic focus during the challenging financial period and that new indicators were required to reflect the changing context and its impact on the progress of Vision 2015.

(by the Deputy Vice-Chancellor)

- (f) That consideration would be given by the Academic Resourcing Committee to any proposals from departments regarding 'bottom-up' restructuring, noting that there would be strict criteria applied to ensure the income generation and academic benefit of proposals.
- (g) That overseas students at undergraduate and postgraduate levels were not restricted by the HEFCE and departments were encouraged to consider increased recruitment of such students, as well as the creation of income generating independently funded courses in the context of the full student experience.

RESOLVED:

- (a) That the Senate recommend the Financial Plan, as set out in S.45/08-09, to the Council as an interim plan in order to approve the provisional budget for 2009/10, noting that further revisions would take place following additional meetings of the Financial Plan Sub-Committee at the beginning of the Autumn Term 2009 prior to approval by the Finance and General Purposes Committee and the Council for submission to the HEFCE by 1 December 2009.
- (b) That an update on any subsequent developments on the Financial Plan for 2008/09 to 2010/13 be received at the next meeting of the Senate on 7 October 2009.

105/08-09 Minutes

RESOLVED:

The minutes of the meeting of the Senate held on 17 June 2009 be approved.

106/08-09 Council Report to the Senate

RECEIVED:

An update on Council Business for members of the Senate (S.46/08-09), noting that future reports would be circulated to members of the Senate via email typically within four weeks of the Council meeting and would not be a formal item of Senate business.

107/08-09 Library Staff Restructuring Proposals

REPORTED: (by Professor M Finn)

- (a) That Heads of Department had received a memo from the Librarian announcing incoming changes to the role of Subject Librarians.
- (b) That, combined with the periodicals review already underway, the restructuring had potentially serious implications on teaching provision within departments, risking the availability of necessary teaching materials at the start of the academic year.
- (c) That the restructuring would also impact departments' ability to prepare for the Research Excellence Framework (REF) given the significant input of subject librarians to departmental research resources.

(by the Chair of the Board of the Faculty of Arts)

- (d) That there had not been sufficient consultation with academic colleagues to establish the impact the proposals would have and that a delay to the implementation of the changes until after further consultation and review should be considered as a matter of urgency.

(by the Registrar)

- (e) That making the necessary efficiencies in the Library within the context of the Financial Plan was extremely challenging for a variety of reasons and that the Librarian had to be mindful in this case that public discussion on the proposals which related to individual members of staff could not have occurred at an earlier stage.

RESOLVED:

That the proposals for the restructuring of library staff be considered at the next meeting of the Steering Committee in the light of the discussion at the meeting, noting the need to work to resolve the issue and consult departments more widely as to the impact of the proposals prior to the next meeting of the Senate.

108/08-09 Membership of the Senate

CONSIDERED:

The membership of the Senate for the academic year 2009/10 (S.47/08-09).

REPORTED: (by the Vice-Chancellor)

That Professor Christina Hughes had been elected Chair of the Faculty of Social Sciences following the completion of the term of office of Professor Robert Lindley as Chair of the Faculty of Social Studies.

RESOLVED:

- (a) That the Senate record its thanks to the following outgoing members of the Senate for their service:

Professor R Lindley  
Professor J Davis  
Professor M Finn  
Professor C Aubrey  
Professor P Edwards  
Professor P Mack  
Dr L Campbell  
Dr J Kidd  
Dr C Jenainati  
Mr S Thomson, President of the Students' Union  
Mr M Surve, second student representative on the Senate  
Ms D Foster, third student representative on the Senate

- (b) That the Senate further record its thanks to Professor R Lindley for his service as Chair of the Faculty of Social Studies.

#### 109/08-09 USS Pension Review

REPORTED: (by the Vice-Chancellor)

- (a) That as noted at the last meeting, USS (the Universities Superannuation Scheme Limited) was beginning a review of the future operation of the pension scheme and that all colleagues who were members of the USS scheme had been circulated with a briefing to this effect.
- (b) That representatives of both USS members and employers had begun to work together in a Joint Review Group (JRG) to review how USS might cope with the pressures that it, like many other pension schemes, was currently facing – in particular the effect of the current economic downturn, and the increased longevity of the scheme's members.
- (c) That the University would circulate any updates it received from USS for its members concerning the progress of the Joint Review Group discussions as relevant.

RESOLVED:

That colleagues send comments to the Registrar in the first instance for incorporation into a University response should it be possible to submit one.

#### 110/08-09 Pascal Lamy Public Lecture

REPORTED: (by the Vice-Chancellor)

- (a) That Pascal Lamy, Director-General of the World Trade Organisation, would lead a public lecture on Wednesday 15 July 2009 on 'The Role of the

Multilateral Trading System in the Recent Crisis, noting that he would also be receiving an honorary degree from the University the following day.

- (b) That the lecture to be chaired by Warwick's Chancellor and Director of the CBI, Richard Lambert, and with a response from Martin Wolf CBE, Associate Editor and Chief Economics Commentator for the Financial Times, would take place between 5.30pm and 7pm in Lecture Theatre 0.1, Mathematics and Statistics, Zeeman Building.

#### 111/08-09 Constitutional Advisory Group (CAG)

RECEIVED:

A paper setting out the terms of reference and membership of the Constitutional Advisory Group (S.48/08-09), together with an oral report from the Vice-Chancellor.

REPORTED: (by the Vice-Chancellor)

- (a) That the CAG would begin its work in July 2009 and would conclude its deliberations by the end of the 2009 calendar year, noting that the University community would be updated following the CAG's first meeting as to how it intended to conduct its business and also how members of the wider community could interact and feed views into its work.
- (b) That the membership of the CAG would be revised to include the President of the Students' Union.

(by the Registrar)

- (c) That any recommendations from the CAG would require the approval of the Senate and the Council, as well as the engagement of the Privy Council depending on the nature of the proposals, noting that the initial progress of the CAG would be discussed at the next Heads of Department Forum to be held in September 2009.

(by the Deputy Registrar)

- (d) That the initial reports from the underlying reviews into the University's governance and decision-making structures, the constitution and governance of research centres and the financial arrangements for devolved departments, would be made available to the University community once finalised and recommended to the CAG.

#### 112/08-09 Effectiveness Review of Non-Departmental Governance

REPORTED: (by the Dean of the School of Engineering)

- (a) That he had convened the Effectiveness Review Consultative Group (ERCG) which had reviewed the University's non-departmental governance and decision-making arrangements, in particular these relating to the Senate and its committees, to ensure that these were appropriate and well-placed to contribute to the future success of the University.
- (b) That the report from the ERCG would be finalised within the month and then submitted to the CAG.

- (c) That the Group discussed a number of areas which had been specifically highlighted in the responses received from the University community via the online questionnaire, including the ambiguity around which bodies were responsible for certain decisions, the issue of delegated authority and the recruitment and training of Chairs and members of University bodies.

113/08-09 Establishment of a School of Life Sciences

CONSIDERED:

A proposal to establish a School of Life Sciences within the Faculty of Science (S.49/08-09), together with an oral report from the Chair of the Faculty of Science and Professor Sir Beringer, Special Advisor to the Vice-Chancellor for Life Sciences.

REPORTED: (by the Vice-Chancellor)

- (a) That the proposal to establish a School of Life Sciences posed organisational challenges but presented a real opportunity to enable world-leading Life Sciences research at Warwick.
- (b) That the Council would consider the proposal to establish a School of Life Sciences at its meeting to be held on 8 July 2009 and that should it approve the proposal, the following actions would be taken:
  - (i) The appointment to the Acting Head of the School would be considered by the Committee on the Appointment of Heads of Department.
  - (ii) A Life Sciences Advisory Group would be established to work over the summer and into the Autumn Term 2009 to support the Acting Head of Department and the University's work in taking forward the School's development.

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

- (c) That an open meeting was held on 16 June 2009 for all members of staff to discuss the Life Sciences initiative and to answer any questions or concerns and that a similar meeting with Student-Staff Liaison Committees was held on 18 June 2009.

(by Professor Sir John Beringer)

- (d) That his thanks be extended to the academic and central administrative departments for their co-operation in the process thus far.
- (e) That he had visited all departments with major involvement in Life Sciences and was assured that there was already good and exciting research at Warwick in this area.
- (f) That the Senate should be aware that proposals have been brought forward in full recognition of the need to provide the best education to students.
- (g) That there was a need to move quickly to alleviate uncertainty for those departments affected, noting that colleagues were invited to contact him should they have any queries or concerns.

(by the Vice-Dean of Warwick Medical School)

- (h) That the Warwick Medical School (WMS) was fully supportive of the initiative but had concerns over the proposed location of the School on the Gibbet Hill Site and its potential impact on WMS' own expansion.

RECOMMENDED: (to the Council)

That the proposal to establish a School of Life Sciences within the Faculty of Science be approved with immediate effect as set out in paper S.49/08-09, noting that the Senate should be kept informed of further developments in this area.

114/08-09 Appointment of Pro-Vice-Chancellors

RECEIVED:

An oral report from the Vice-Chancellor on the outcome of the considerations of the Committee on the Appointment of Pro-Vice-Chancellors and the Committee's recommendation to be made to the Council at its meeting on 8 July 2009.

REPORTED: (by the Vice-Chancellor)

- (a) That in accordance with the revised Ordinance 3 on the Appointment of Pro-Vice-Chancellors, a Committee was established with the following membership:

Vice-Chancellor	(Chair)
Professor Mack	(Representative of the Senate)
Professor Hughes	(Representative of the Senate)
Professor Easton	(Representative of the Senate)
Ms Trudi Elliot	(Representative of the Council)

- (b) That details of the vacancy were advertised through an email to the Professoriat and on insite with numerous applications being received and of these, three candidates were interviewed.
- (c) That following the completion of the process the Committee on the Appointment of Pro-Vice-Chancellors was recommending to the Council the appointment of Professor Ann Caesar as Pro-Vice-Chancellor from 1 September 2009 for an initial term of 5 years.
- (d) That the University community would receive an update on the areas of responsibility for each of the Pro-Vice-Chancellors over the summer.
- (e) That the Senate would normally be advised of future vacancies for Pro-Vice-Chancellor no later than its second meeting of the academic year with the aim of completing the selection process by the end of the Spring Term.

115/08-09 Report from the Steering Committee

RECEIVED:

A report from the Steering Committee (S.50/08-09 {parts 1 and 2}) and its resolutions recorded under the following items together with a report from the Vice-Chancellor:

(a) Widening Participation Strategic Assessments

REPORTED: (by the Vice-Chancellor)

- (i) That the University had submitted its Widening Participation Strategic Assessments (WPSA) to the HEFCE on 30 June 2009 and that this was a condition of continuing receipt of the HEFCE Widening Participation (WP) funding allocation and provided an opportunity to report all investment in WP.
- (ii) That the WPSA would run for 3 years with the University being required to submit a progress report each December, encompassing Access Agreement monitoring.
- (iii) That the Senate would be updated at future meetings on the University's monitoring of its WP activities in the light of the WSPA.

(b) Health Innovation and Education Cluster

REPORTED: (by the Vice-Chancellor)

- (i) That at previous meetings, the Senate had been informed of the Department of Health initiative to establish Health Innovation and Education Clusters (HIECs) following the Darzi Review of the future of the NHS.
- (ii) That the HIEC concept aimed to create formal local partnerships to sustain innovation and make the transition from breakthrough to real change in healthcare through training and education.
- (iii) That on 24 June 2009, the University had submitted an expression of interest to the local Strategic Health Authority (SHA) which was co-ordinating the development of applications and provided the University's expression of interest met specified criteria the partnership would be invited to a detailed briefing by the SHA on 3 July 2009.
- (iv) That the Senate would be updated on the progress of the University's bid at future meetings.

(c) New Government Department – Business, Innovation and Skills

REPORTED: (by the Vice-Chancellor)

- (i) That Lord Mandelson, Secretary of State for Business, Innovation and Skills, had begun a consultation via Universities UK to establish whether Additional Student Numbers (ASNs) could be secured for 2009/10 and the level at which the sector could effectively manage, noting that any ASNs were unlikely to be fully funded.

(by the Academic Registrar)

- (ii) That early indications were that the Government had proposed around 20,000 ASNs.



- (d) Major Bid Proposal: Low Carbon Vehicle Technology Programme
- (e) Policy Update: International Issues
- (f) IUSS Fourth Special Report: The Future of Science Scrutiny Following the Merger of DIUS and BERR
- (g) UUK I-Note I/2009/048: Centre for Workforce Intelligence
- (h) National League Tables
- (i) New Dignity at Work and Study Policy
- (j) Risk Status Summary
- (k) Strategic Departmental Review of Physics
- (l) Policy Update – Careers and Skills
- (m) Policy Update: Capital Developments and Space Management
- (n) University's Response to the Consultation on UKRIO Code of Practice
- (o) Charity Regulation Update
- (p) Academic Labour Study

116/08-09 Report from Academic Quality and Standards Committee

CONSIDERED:

A report from the Academic Quality and Standards Committee (S.51/08-09 {parts 1 and 2}) and its resolutions recorded under the following items together with a report from the Pro-Vice-Chancellor (Teaching and Learning/International Affairs):

- (a) Amendments to University Regulations and Related Guidelines, and Ordinances

REPORTED: (by the Pro-Vice-Chancellor (Teaching and Learning/International Affairs))

That the revised regulations presented in the report for the consideration of the Senate aimed to modernise and clarify many student-facing regulations.

RECOMMENDED: (to the Council)

That the proposed amendments to University governing instruments as set out in S.51/08-09 (Part 1) and below be approved:

- (i) Regulation on student registration, attendance and progress and related guidelines, to replace:
  - (A) Regulation 13 Governing the Continuation of Registration
  - (B) Regulation 24 Leave of Absence to Students Elected to Sabbaticals in the Students' Union
  - (C) Regulation 33 Governing Temporary Withdrawal from the University
  - (D) Regulation 35 Governing Students Taking a Voluntary Year Out from the University
- (ii) Regulation on research degrees, and Regulation on taught postgraduate degrees, which together replace:
  - (A) Regulation 14 Governing Higher Degrees
  - (B) Regulation 16 Examiners for Higher Degrees (which includes the appeals regulations)
  - (C) Regulation 17 Governing Postgraduate Diplomas, Postgraduate Certificates, Postgraduate Awards, Post-Experience Diplomas and Post-Experience Certificates
  - (D) Regulation 18 Governing the Postgraduate Certificate in Education

- (iii) A proposed new Regulation on undergraduate non-degree level qualifications
- (iv) Changes to Regulation 8.10 concerning the MBChB

(b) Assessment Conventions, Credit and Levels

REPORTED: (by the Pro-Vice-Chancellor (Teaching and Learning/International Affairs))

That a Working Party would consider revisions to the Honours degrees assessment conventions over the summer and that this Group would recommend to the Senate any amendments to the Honours degree classification conventions for students who had joined the University from Autumn 2008.

RESOLVED:

That following discussion at the meeting of the Senate, the Working Group review the potential disparities in marking between departments perceived by some during the First Year Board of Examiners meetings despite the introduction of the standardised marking scale in July 2008.

(c) New Collaborative Courses

(i) Counselling courses: Shetland College

RESOLVED:

That the proposal from the Director of the Centre for Lifelong Learning for delivery by Shetland College of a new Foundation Degree in Person Centred Counselling and Psychotherapy as a variation to an existing collaboration be approved as set out in paper CFDLSC 23/08-09.

(ii) Institute of Education: Collaboration with Solihull Inspection and Advisory Service

RESOLVED:

That the proposal from the Institute of Education to introduce a new course, Certificate for Children's Workforce Practitioners, in collaboration with Solihull Inspection and Advisory Service be approved as set out in papers UFSS.133/07-08 (revised), UFSS.135/07-08 (revised), UFSS.149/08-09 and UFSS.150-154/08-09, subject to an amendment to the title of the course to Certificate of Higher Education for Children's Workforce Practitioners, and noting that this would be an extension to an existing collaboration.

- (d) QAA Institutional Audit
- (e) King's-Warwick Project
- (f) National Student Survey
- (g) Warwick Awards for Teaching Excellence
- (h) Accreditation of Prior Learning
- (i) New and revised undergraduate courses
- (j) New and revised postgraduate courses

117/08-09 Report from Academic Staff Committee

CONSIDERED:

A report from the Academic Staff Committee (S.52/08-09) and its resolutions recorded under the following items together with an oral report from the Deputy Vice-Chancellor:

(a) Review of the Role Profile and Promotions Criteria for the Reader Grade

RESOLVED:

- (i) That the opportunity for promotion to Associate Professor (Reader) be maintained as an optional career opportunity for Associate Professors.
- (ii) That the Associate Professorship (Reader) be maintained as a level 8 position pending a review of academic roles within level 9.

RECOMMENDED: (to the Council)

That the revisions to the promotion criteria in Regulation 4(6) as set out in S.52/08-09 be approved and that the criteria for Associate Professor and Professor also be amended to include evidence of “internationally leading” research.

(b) Membership of Academic Staff Committee 2009/10

RESOLVED:

That the proposed membership of the Academic Staff Committee as set out in S.51/08-09 be approved.

- (c) Annual Review 2008/09: Promotions to Professors, Associate Professors (Reader), Associate Professors, Principal Research Fellows, Principal Teaching Fellows and Senior Research Fellows

118/08-09 University Stress Management Policy

CONSIDERED:

The draft University Stress Management Policy (S.53/08-09) together with an oral report from the Registrar.

REPORTED: (by the Registrar)

That the Policy would be amended to better describe the context within which academic staff work prior to circulation to the Council.

RECOMMENDED: (to the Council)

That the draft University Stress Management Policy as set out in S.53/08-09 be approved, subject to the amendments discussed at the meeting.

119/08-09 Proposed 2009/10 Dates for Meetings of the Senate and Term Dates

CONSIDERED:

The dates for meetings of the Senate for the academic year 2009/2010 and University term dates for 2020/2021 (S.54/08-09).

RESOLVED:

- (a) That the provisional dates for meetings of the Senate in the 2009/10 academic year as set out in S.54/08-09 be approved, noting that the timetable of meetings of Senate committees would be considered over the summer, published in September and reported at the next meeting of the Senate and the Council in October 2009.
- (b) That the term dates for the academic year 2019/20 as set out in S.54/08-09 be approved.

120/08-09 Awards and Distinctions

RECEIVED:

A paper setting out Awards and Distinctions that have been conferred upon members of the University since the meeting of the Senate held on 17 June 2009 (S.55/08-09), noting that additionally, Professor Robin Ball (Department of Physics) had been chosen by the Institute of Physics to receive the 2009 Rayleigh Medal and Prize for distinguished research in theoretical, mathematical or computational physics.

121/08-09 Sabbatical Officers in the Student's Union

CONSIDERED:

- (a) In accordance with Regulation 24(4) the conferral of registered student status for the academic year 2009/10 on:

President:	Andrew Bradley, Politics and International Studies
Education Officer:	Sumaiya Khaku, Politics and International Studies
Communications Officer:	Issac Acquah, Computer Science
Sports Officer:	Alex Twiss, Philosophy
Governance and Finance Officer:	Andy Perkins, Economics
Societies Officer:	James Hall, Mathematics
Welfare Officer:	Sami Wannell, Mathematics

- (b) That the third student representative on the Senate will be Kartik Das, 2<sup>nd</sup> year Engineering student.

122/08-09 Conferral of Title of Emeritus Professor and Emeritus Reader

REPORTED:

- (a) That the Vice-Chancellor, on behalf of the Senate, to recommend the conferral of the title of Emeritus Professor and Emeritus Reader respectively on the following colleagues with effect from their retirement (given in brackets below):

*Emeritus Professor*

Professor S Clarke, Sociology (31 July 2009)

Professor A Elger, Sociology (31 July 2009)

Professor W K Fulford, WMS (1 September 2009)

Professor P Stanfield, Biological Sciences (30 September 2009)

Professor C Aubrey, Education (30 September 2009)

Professor I Stewart, Mathematics (30 September 2009)

Professor J Copas, Statistics (31 October 2009)

*Emeritus Reader*

Dr J Rignall, English (31 December 2009)

- (b) That the Pro-Chancellor had taken Chair's action on behalf of the Council to approve the above recommendations.

KMS/YSW/JF/shared/senate/2008-2009/minutes/01Jul09minsapproved  
15/10/09