

# UNIVERSITY OF WARWICK

## SENATE

Minutes of the meeting held on Wednesday 6 February 2013

- Present: Vice-Chancellor (in the Chair), Dr A Adams, Professor R Ball, Professor C Bates, Professor A Caesar, Ms A Chambers, Ms A Chowcat, Professor C Constable, Professor A Czumaj, Mr J Entwistle, Mr R Green, Professor N Hewlett, Professor N Holdsworth, Professor Christina Hughes, Professor Christopher Hughes, Professor S Jacka, Dr C Jenainati, Professor J Labbe, Mr S Lamb (to 45/12-13), Professor K Lamberts, Professor G Lindsay, Professor M Luddy, Professor J McCarthy, Professor A Muthoo, Professor M Nudds, Professor J Palmowski, Professor A Reeve, Professor M Shipman, Professor C Sparrow, Mr N Swain, Professor S Swain, Professor M Taylor, Professor L Young
- Apologies: Professor S Croft, Professor J Davey, Professor C Dowson, Professor S Gilson, Professor N Johnson, Professor T Jones, Dr J Kidd, Professor A Norrie, Dr D Roper, Professor N Stallard, Professor P Thomas, Mr S Williams, Professor P Winstanley, Professor V Zammit
- In attendance: Academic Registrar, Administrative Officer (Academic Registrar's Office), Group Finance Director, Deputy Academic Registrar, Deputy Registrar, Registrar

The Vice-Chancellor welcomed Professor M Nudds, Professor J Palmowski and Professor L Young to their first meeting of the Senate.

### 30/12-13 Minutes

#### RESOLVED:

That the minutes of the meeting of the Senate held on 3 October 2012 be approved subject to the following amendments (deletions ~~struck through~~, additions underlined):

22/12-13 (...)

(by Professor S Jacka)

- (a) That online management of project submission would have timing implications within the mathematical subjects, due to the ~~nature of work~~ need for students to include mathematical notation which needed to be handwritten.

### 31/12-13 Membership of the Senate (minute 5/12-13 referred)

#### REPORTED:

That the Board of the Faculty of Social Sciences wished to appoint Professor Matthew Nudds to the Senate, following the appointment of Professor Christopher Hughes as Chair of the Faculty.

32/12-13 Progress of Senate Recommendations

REPORTED:

The Council, at its meeting on 11 October 2012, approved the recommendations of the Senate recorded under the following items:

- (a) University Intellectual Property Policy (minute 23a/12-13 referred).
- (b) Proposed Transfer of Activity out of the School of Health and Social Studies (minute 27/12-13 referred).
- (c) Amendments to University Ordinance 7 on the Constitution of the Board of the Faculties, for the second time (minutes 3b/12-13 and 99/11-12 referred).

33/12-13 University Librarian (minute 20/12-13 referred)

REPORTED: (by the Registrar)

That Mr Robin Green had been appointed as University Librarian and that congratulations be offered to Mr Green on his appointment.

34/12-13 Degree Congregation

REPORTED: (by the Vice-Chancellor)

That the recent Winter Degree Ceremonies had run very smoothly and that thanks be extended to the Awards and Ceremonies Team for effectively managing the events despite the inclement weather conditions, in which it was also noted a significant number of academic staff had taken part.

35/12-13 Conferral of *Regius* Professorship upon the Mathematics Institute

REPORTED: (by the Vice-Chancellor)

- (a) That Her Majesty the Queen had conferred a *Regius* Professorship upon the Mathematics Institute at the University to mark the Diamond Jubilee.
- (b) That congratulations be extended to the Mathematics Institute, the award constituting a rare privilege reflecting the exceptionally high quality of teaching and research in the Institute; it being noted that a search committee process would be put in hand in due course to recruit to the post *Regius* Professor.

36/12-13 HR Excellence in Research Award

REPORTED: (by the Vice-Chancellor)

That the University had recently become one of only 21 UK institutions to gain the European Commission's HR Excellence in Research Award and that the Award was testimony to the University's commitment to providing the very best working conditions and career development for its research staff.

37/12-13 'The Graduate Market in 2013' report

REPORTED: (by the Vice-Chancellor)

That the University had been ranked the number one target for graduate recruitment by top employers in 'The Graduate Market in 2013' report and that leading the list for the first time was reflective of the investment made by the University in the future career paths of students at Warwick.

38/12-13 Financial Outlook

REPORTED: (by the Vice-Chancellor)

- (a) That the financial climate for the HE Sector continued to look difficult and that there would be a public spending review in the summer
- (b) That a possible outcome of the triennial review of the Research Councils could be their consolidation into one or two bodies which could prove disadvantageous for arts and humanities disciplines.

39/12-13 Open Access Publication

REPORTED: (by the Vice-Chancellor)

That the release of policies during 2012 by a number of research funders, including Research Councils UK (RCUK), relating to access to publicly-funded research outputs could have serious financial implications for universities and that colleagues might consider lobbying their subject associations in relation to the proposed policies.

40/12-13 Student Liaison Officers

REPORTED: (by the Vice-Chancellor)

- (a) That in a pilot scheme four Student Liaison Officers would be appointed to work closely with Student Support Services, the University Senior Tutor and academic departments to provide a way to ensure students could be quickly signposted to relevant colleagues or departments to address any issues affecting their interactions with the University.
- (b) That the pilot would be evaluated over the summer prior to decisions being made about the future of the posts.

41/12-13 University Strategy Review

REPORTED: (by the Vice-Chancellor)

That in view of the changing outlook towards and beyond Vision 2015, it was intended to revise the University Strategy and that the Deputy Registrar would take responsibility for co-ordinating the production of a number of Green Papers, reviewing aspects such as research strategy, admissions, teaching, the size and shape of the University and international competitiveness and that a discussion paper would be brought to a future meeting of the Senate.

42/12-13 Warwick Awards for Teaching Excellence

REPORTED: (by the Registrar)

That nominations for the Warwick Awards for Teaching Excellence were now open and, despite a strong response from students, few nominations had been put forward to date by staff members.

43/12-13 Campus Food Provision

REPORTED: (by the Registrar)

- (a) That a Director of Strategy for Food and Retail was being appointed who would lead a review of the variety, choice, cost and availability of food on campus.
- (b) That a small fine dining restaurant had been opened in Scarman House and colleagues were encouraged to use the facility and provide feedback to inform future service development.

44/12-13 QAA IRENI

RECEIVED:

- (a) The University's Self Evaluation Document (S.10/12-13), which had been approved by the Vice-Chancellor on behalf of the Senate, following consideration of the final draft by the Steering Committee at its meeting on 26 November 2012 and the Student Written Submission (S.11/12-13).

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

- (b) That the QAA Review panel attended the University for a Briefing Visit on the 15 - 16<sup>th</sup> January 2013 and was due to return on 25<sup>th</sup> February, to complete their review.
- (c) That the University's Self Evaluation Document and Student Written Submission would form the basis for the review along with representations from students at all levels of study which would take place early in the review schedule.
- (d) That during the Briefing Visit, the review panel had confirmed the timetable for the full review and identified a list of colleagues by role with whom they wished to meet and that colleagues nominated would be fully briefed prior to the review.

(by Professor J Labbe)

- (e) That in view of the large postgraduate student population on campus, the review panel might focus particularly on elements of the postgraduate student experience.

(by the Registrar)

- (f) That it should be expected that the review panel would cover progress on recommendations made during the University's previous QAA review.

45/12-13 Council Effectiveness Review

CONSIDERED:

A report from the Registrar on the progress of the Council Effectiveness Review, including the proposal to reduce size of Council (S.13/12-13).

REPORTED: (by the Registrar)

- (a) That the Senate was invited to provide feedback to the Council on the review report, noting that following the review the Council had resolved:
  - (i) That its future membership should be reduced from 33 members to 25.
  - (ii) That its future composition should be based on a lay majority of 3.
- (b) That as well as enabling the Council to operate more effectively, the proposed amendments to size and membership would also bring the constitution of the Council into line with good practice in the sector and enable a breadth of lay experience to be utilised.

RECOMMENDED: (to the Council)

That the Senate was supportive of the proposals that the membership of the Council be reduced to 25 members and based on a lay majority of 3.

46/12-13 Transfer of Activity out of the School of Health and Social Studies (minute 27/12-13 referred)

CONSIDERED:

A report on progress made to date with respect to the transfer of activity out of the School of Health and Social Studies to Warwick Medical School or the Centre for Lifelong Learning as appropriate (S.14/12-13).

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

- (a) The School of Health and Social Studies Transition Group had agreed that it would be appropriate to maintain a core membership to continue to meet following the proposed disestablishment.
- (b) Physical movement of some staff and students remained outstanding pending completion of building works.

RECOMMENDED: (to the Council)

That the School of Health and Social Studies be disestablished from 1 February 2013.

47/12-13 Report on the Institute of Education

RECEIVED:

A report from the Deputy Vice-Chancellor on the recent review of the Institute of Education (S.15/12-13).

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That the report from the Education Steering Group had been considered by the Steering Committee at its meeting on 28<sup>th</sup> January 2013.
- (b) That a further report would be brought to the Senate at its next meeting following consultation with the Faculty Boards
- (c) That consultation had commenced with staff in the Autumn Term and had commenced recently with students.

(by the Deputy Registrar)

- (d) That the Implementation Group would consider communications to all stakeholder groups in more detail at its first meeting on 7 February 2013.

(by the Registrar)

- (e) That feedback would be sought from staff and students relating to the proposals to establish two new centres, the 'Centre for Education Studies' and a professional education unit, in the first instance.
- (f) That current students in the Institute of Education would be fully supported through to completion of their qualifications.

(by Professor J Labbe)

- (g) That early discussions with students would be preferable and in her capacity as Chair of the Board of Graduate Studies she would be happy to be involved in consultation with postgraduate students.

(by Professor Hewlett)

- (h) That in view of the recent release of the proposals from the Review Committee, further consideration be given by the University to the length of the consultation period.

48/12-13 Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.16/12-13 {parts 1 and 2}) and its resolutions recorded under the following items:

- (a) HEFCE Grant Letter

REPORTED: (by the Vice-Chancellor)

- (i) That the 2013 letter from the Department for Business, Innovation and Skills to HEFCE confirmed expectations regarding the student number control (SNC) and provided an allowance for universities to over recruit their SNC by up to 3% without incurring any penalties.
- (ii) That the letter also confirmed that research capital for the HE sector would not be ring-fenced and that current figures for 2014-15 were indicative.

(b) Plans for the National Student Survey 2013

REPORTED: (by the Vice-Chancellor)

That the National Student Survey was open and would remain so over a more concentrated period.

(c) Degree Ceremonies

REPORTED: (by the Vice-Chancellor)

That proposals to extend the Summer 2013 degree congregation from Monday 15 July to Saturday 20 July had been approved by the Steering Committee; that the decision had been taken in preference to continuing the practice of holding three ceremonies in a day and should improve the overall experience for graduands and guests and that holding a ceremony at the weekend was thought to be preferable for some graduands, such as those from the Warwick Business School, having work commitments during the week.

(d) National Automotive Innovation Campus

REPORTED: (by the Vice-Chancellor)

That a £92 million National Automotive Innovation Campus (NAIC) was to be established at Warwick in a collaboration involving WMG, JLR, Tata Motors European Technical Centre and the UK Government.

(e) WBS Enterprise Research Centre

REPORTED: (by the Vice-Chancellor)

That Warwick Business School (WBS), working with Aston Business School, had been awarded funding to establish a new £2.9m Enterprise Research Centre to boost the performance of the UK's SMEs and that the WBS be congratulated for this award.

(f) Professor Bob Johnston

(g) Student Death

(h) The Deputy Registrar

(i) New Year Honours List

(j) HR Excellence in Research Award

(k) HELOA Innovation and Best Practice Award

(l) High Fliers' Report, 2013

(m) Student Radio Awards

(n) Graduate Employment Support

(o) QAA Institutional Review Draft Self-Evaluation Document

(p) Massive Open Online Courses (MOOCs)

(q) Annual Monitoring of Access Agreement and Widening Participation

(r) Monash-Warwick Alliance

(s) Warwick Manufacturing Group Collaborative Courses in China

(t) Abroad in Komaba Exchange Scheme (AIKOM)

(u) UK International Baccalaureate World Student Conference

(v) AHRC Exchange Consortium

(w) Major Applications: European Research Council Synergy Grants

(x) Major Research Proposal: Sensor Platforms for Effective Emergency Decisions (SPEED)

- (y) RCUK Investment in Open Access
- (z) Royal Society Research Fellowships
- (aa) West Midlands Academic Health Science Network
- (bb) Institute of Digital Healthcare Learning Lab
- (cc) Major Research Proposal: Centre for Multiscale Biosystems Engineering
- (dd) National Scholarship Programme 2014-15
- (ee) Chancellor of the Exchequer's Autumn Statement
- (ff) Update on UUK's Efficiency and Modernisation Project
- (gg) 2013/14 Medical Intake Target (minute 150/12-13 refers)
- (hh) UCAS Contextual Data Statement
- (ii) Student Agreement
- (jj) The Milburn Report: 'University Challenge: How Higher Education Can Advance Social Mobility'
- (kk) Update on the development of learning spaces
- (ll) HEFCE call for proposals to deliver a programme of student demand-raising activity in Modern Foreign Languages
- (mm) HEFCE Annual Monitoring Statement
- (nn) University Risk Management Strategy and Framework Development and Autumn Term Risk Monitoring
- (oo) HEFCE's Annual Assessment of Institutional Risk
- (pp) Capital Developments and Space Management
- (qq) University Key Performance Indicators
- (rr) Winter Degree Congregations, 22-24 January 2013
- (ss) STARS of Warwick Awards
- (tt) One World Week
- (uu) Launch of IGGY.net
- (vv) Dr Oliver Sacks
- (ww) Warwick Business School Executive MBA
- (xx) League Table Positioning
- (yy) Arrivals Weekend
- (zz) Teaching Excellence
- (aaa) Warwick Network 2012
- (bbb) UK Border Agency
- (ccc) Virgin Media Business Digital Survey
- (ddd) Rootes Grid
- (eee) Installation of Globelynx Camera
- (fff) Heart of England in Bloom Environment award
- (ggg) Warwick Transatlantic Fellowships
- (hhh) Teaching Shakespeare
- (iii) Campus Sporting Facilities
- (jjj) Warwick Conferences Apprentice Scheme
- (kkk) HEFCE Consultation – Review of TRAC
- (lll) University Response to the Higher Education Business and Community Interaction Survey
- (mmm) Draft response to the QAA consultation on Chapter B10 of the UK Quality Code - Collaborative Provision
- (nnn) UK Quality Code for Higher Education, Chapter B9: Complaints and Appeals
- (ooo) UK Quality Code for Higher Education, Chapter B10: Managing Higher Education Provision with Others
- (ppp) Freedom of Information Act 2000 – Updated Guidance
- (qqq) UUK Briefing on Competition Law
- (rrr) UCAS End of Cycle Report
- (sss) UUK Publication - Introducing the Higher Education Achievement Record
- (ttt) Postgraduate Education - An Independent Inquiry by the Higher Education Commission
- (uuu) British Council Report - Internationalisation Strategies of UK Universities



- (vvv) A risk-based approach to quality assurance: Outcomes of HEFCE consultation and next steps
- (www) UUK and AURIL Response to the Independent Review of IP and Growth
- (xxx) Allocation of Schools Direct Places for 2013/14
- (yyy) OIA Subscriptions for 2013
- (zzz) UUK Report: Universities Enabling Social Enterprise
- (aaaa) HEFCE - More Funding for Green Projects
- (bbbb) BBSRC Excellence with Impact competition
- (cccc) Information Commissioner's Office draft FOI definitions and guidance for the HE sector
- (dddd) UUK Health education and training update

RESOLVED:

- (i) That further work be undertaken to ensure that the website for the Monash Warwick Alliance was fully up-to-date and to brief colleagues throughout the University on the opportunities offered through the Alliance as well as other international partnerships such as CUSP.
- (ii) That a report on the Monash Warwick Alliance be presented to the next meeting of the Senate by the Academic Vice-President (Monash Warwick Alliance).

49/12-13 Report from the Academic Quality and Standards Committee

CONSIDERED:

A report from the Academic and Quality Standards Committee (S.17/11-12 {parts 1 and 2}) and its resolutions recorded under the following items:

- (a) Postgraduate Students Taking Undergraduate Modules

RESOLVED:

- (i) That proposals for postgraduate students undertaking assessment at Certificate, Diploma or Master's level to be assessed in line with postgraduate methods and learning outcomes be approved, as set out in paper BGS.24/12-13.
- (ii) That the University's 'Credit and Module Framework' be amended as set out in paper BGS.24/12-13.
- (iii) That clarification be sought on the impact of the decision on the availability of such modules for postgraduate students within academic departments and the appropriateness of stand-alone Master's students taking final year modules on Integrated Undergraduate Master's Degrees.

**NOTE: Subsequent to the meeting it was confirmed that there should be no impediment to stand-alone Master's degree students taking final year modules on Integrated Undergraduate Master's Degrees since documentation for such modules should demonstrably place these at level 7 in the Framework for Higher Education Qualifications.**

(b) Pass Degrees

RESOLVED:

That the proposed amendments to Regulation 8 for First Degrees be approved, as set out in Annex B of Paper AQSC.31/12-13.

RECOMMENDED: (to the Council)

That University Regulation 8 for First Degrees be amended, as set out in Annex B of Paper AQSC.31/12-13.

- (c) The Higher Education Achievement Report (HEAR)
- (d) Draft Policy on Feedback Turnaround Times
- (e) Learning and Teaching Strategy
- (f) Supervision of PGT Dissertations
- (g) Plagiarism cases resulting in an award of a lower degree
- (h) Collaborative Course Proposals
- (i) New Postgraduate Courses of Study
- (j) Revised Postgraduate Courses of Study
- (k) Discontinuation of Postgraduate Courses
- (l) New Undergraduate Courses of Study

50/12-13 Report from the Information Policy and Strategy Committee

CONSIDERED:

A report from the Information Policy and Strategy Committee (S.12/11-12) and its resolutions recorded under the following items:

- (a) Open Access Developments
- (b) Update from the Research Data Management Working Group
- (c) E-Publishing
- (d) Virtual Learning Environment
- (e) Wireless Implementation to Academic Buildings
- (f) Authentication to Library e-Resources

51/12-13 Report from the Research Committee

CONSIDERED:

A report from the Research Committee (S.14/11-12) and its resolutions recorded under the following items:

- (a) Establishment of the Warwick Centre for Epidemiology

RECOMMENDED: (to the Council)

That the Warwick Infectious Disease Epidemiology Research Centre as a University Research Centre be established, as set out in paper RC.16/12-13.

(b) Disestablishment of the Institute of Health as a University Research Centre

RECOMMENDED: (to the Council)

That the Institute of Health (Category III Research Centre) in the School of Health and Social Studies be disestablished as a University Research Centre retrospectively from 31 January 2013, related to the disestablishment of the School of Health and Social Studies on 31 January 2013, as set out in paper RC.17/12-13 (minute 41/12-13 referred).

(c) University Research Centre Establishment

RESOLVED:

That the proposed pro-forma for establishing University Research Centres, as set out in paper RC.18/12-13, and its use for the proposal of any new University Research Centres be approved.

(d) Open Access Publishing (minute 44a/12-13 referred)

52/12-13 Joint report from the Boards of the Faculties of Arts, Medicine, Science and Social Sciences

CONSIDERED:

A joint report from the Boards of the Faculties of Arts, Medicine, Science and Social Sciences (S.21/12-13) and their resolutions recorded under the following items:

(a) Undergraduate Studies Committee

RESOLVED:

That consideration for approval of the constitution of the MB ChB Board of Examiners (Regulation 9) be undertaken by correspondence subsequent to the meeting pending circulation of paper MUSC12/12-13.

(b) Humanities Building Working Group

(c) Learning and Teaching Strategy

(d) Progression of Faculty ITLR Recommendations

53/12-13 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 3 October 2012 (S.22/12-13).

54/12-13 Report from the Research Governance and Ethics Committee

CONSIDERED:

A report from the Research Governance and Ethics Committee (S.20/12-13) and its resolutions recorded under the following items:

(a) University Risk Management

(b) Universities UK Research Integrity Concordat

- (c) Update on responses to the Chair's Letter to Heads of Departments regarding departmental procedures for Research Governance
- (d) Harmonisation of Biomedical and Scientific Research Ethics Committee (BSREC) and Humanities and Social Science Research Ethics Committee (HSSREC) Ethics Application Forms
- (e) Turkish Land Forces funded studentship
- (f) Student non-compliance with ethics processes
- (g) Changes to the Biomedical and Scientific Research Ethics Committee (BSREC)
- (h) Warwick Medical School (WMS) Sponsorship
- (i) Use of Anonymised/Non-identifiable Patient Data
- (j) Research Governance and Ethics Training and Dissemination
- (k) Update on actual and potential cases of research misconduct
- (l) Warwick-Monash Joint PhD Ethical Approval process

55/12-13 Academic Statistics Yearbook 2012/13

RECEIVED:

The 2012/13 edition of the Academic Statistics Yearbook (S.24/12-13), also available online at

<http://www2.warwick.ac.uk/services/mip/businessinformation/yearbook/acstatsyearbook12-13/>.

56/12-13 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 Kate Purcell, Warwick Institute for Employment Research (31 December 2012)
- (b) Professor Gordon Smith, Warwick Manufacturing Group (31 January 2013)

57/12-13 Warwick Student Community Statement

REPORTED:

That the Vice-Chancellor, on behalf of the Senate, had approved the Warwick Student Community Statement (S.23/12-13) in October 2012.

58/12-13 The Seymour Formula

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

That proposals relating to the application of the Seymour formula (where a student had been assessed in one or more additional modules over and above those required by course regulations) would be brought to the next meeting of the Senate.

59/12-13 Date of the next meeting

REPORTED:

That the next meeting of the Senate would be held on Wednesday 13th March 2013 in the Council Chamber, Senate House.

**NOTE: Subsequent to the meeting it was confirmed that due to unforeseen circumstances the next meeting of the Senate would be postponed till Wednesday 24<sup>th</sup> April 2013 in the Council Chamber, Senate House.**

KMS/HRWS/SB 06Feb13 mins @19.02.13