

UNIVERSITY OF WARWICK

SENATE

Minutes of the meeting held on Wednesday 16 March 2011

- Present: Vice-Chancellor (in the chair), Professor C Bates, Professor H Beale, Ms A Bell, Dr J Burrows, Professor A Caesar, Professor A Czumaj, Professor J Davey, Professor C Dowson, Professor J Faundez, Professor S Hand, Professor M Harrison, Professor R Higgott, Dr N Holdsworth, Professor Christina Hughes, Professor S Jacka, Dr C Jenainati (from item 45/10-11), Professor N Johnson, Professor T Jones, Professor J Labbe (except items 49 a)/10-11 to 49 k)/10-11), Professor K Lamberts, Professor J McCarthy, Mr D Persaud, Dr D Roper, Mr S Ruston, Professor J Seville, Professor M Shipman, Mr M Smalley, Professor M Smith, Professor C Sparrow, Professor N Stallard, Mr D Stevens, Professor S Swain, Professor M Taylor, Professor P Winstanley.
- Apologies: Professor S Bruzzi, Dr A-M Greene, Dr C Harrison, Professor N Hewlett, Professor Chris Hughes, Professor A Muthoo, Professor S Stewart-Brown, Professor M Underwood.
- In attendance: Registrar, Deputy Registrar, Academic Registrar, Finance Director, Acting Head of Governance Support Services, Administrative Officer (Governance).

41/10-11 Minutes

RESOLVED:

That the minutes of the meeting of the Senate held on 26 January 2011 be approved.

42/10-11 Progress of Senate Recommendations

REPORTED: (by the Vice-Chancellor)

That the Council, at its meeting on 17 February 2011, approved the recommendations of the Senate recorded under the following items:

- (a) Timetable for Consideration of Undergraduate Tuition Fees and Financial Support (minute 61(d)/10-11 refers)
- (b) Rules for Assembly Membership (minute 61(a)/10-11 refers)
- (c) Amendments to University Regulation 28 Governing Intellectual Property Rights (minute 70(a)/10-11 refers)
- (d) New University Regulation relating to the Absence of Examination Marks as a Consequence of Significant Disruption (minute 70(b)/10-11 refers)
- (e) Amendments to University Regulation 34 for the Determination of Fitness to Practise, after recommendation by Steering on behalf of Senate (Pro-Chancellor approved by Chair's Action on behalf of the Council on 10 February 2011, minute 70/10-11 refers)

43/10-11 Research Awards

REPORTED: (by the Vice-Chancellor)

- (a) That Professor Phil Mawby from the School of Engineering had led a successful application to the TSB/EPSRC Low Carbon Vehicle Integrated Delivery Programme, noting that the project was worth £3.6 million and would be coordinated by Warwick.
- (b) That Professor Dariusz Ceglarek of Warwick Manufacturing Group had been awarded a £4 million grant through the EU FP7 scheme.
- (c) That four young investigators had been invited for interview for the ERC Starting Grant scheme.

44/10-11 Gift Oversight Committee

REPORTED: (by the Vice-Chancellor)

That a Gift Oversight Committee had been set up in 2007 to examine all gifts which might be considered as needing examination prior to acceptance, and this Committee would continue to be convened as and when necessary.

45/10-11 HEFCE Funding for Universities and Colleges in 2010/11 and 2011/12

REPORTED: (by the Vice-Chancellor)

- (a) That the letter informing the University of its HEFCE grant for 2011/12 had been received on 14 March 2011, and so the information in S.25/10-11 had been superseded.
- (b) That a reduction in HEFCE grant of £1.7 million overall had been announced for 2010/11, and of £2.8 million in 2011/12, which was better than anticipated in the University's roll-forward plan.
- (c) That further reductions in HEFCE grant were expected in future years.
- (d) That 2* research and below would effectively no longer be funded, emphasising the importance of research quality.

46/10-11 UCU Industrial Action

REPORTED: (by the Vice-Chancellor)

- (a) That UCU had called for days of industrial action for 17 and 24 March 2011 around the issue of pensions and pay and job security.
- (b) That UCU representatives had not attended the meetings of the USS Joint Negotiating Committee (JNC), at which changes to the proposed pension reforms were to be considered.
- (c) That the University would endeavour to protect the quality of the student experience during the period of industrial action.
- (d) That the University's local industrial relations were generally very positive and constructive.

47/10-11 Visas

REPORTED: (by the Vice-Chancellor)

- (a) That the outcomes of the UKBA consultation on student immigration had yet to be announced.
- (b) That further information had been forthcoming on the new immigration procedures to be introduced for staff recruitment from April 2011, namely that the cap of 20,700 visas to be awarded under Tier 2 for 2011/12 would not apply to those employees already holding visas.
- (c) That certain categories of visa applicants under Tier 2 would be prioritised and it was likely therefore that this would favour higher education institutions.

48/10-11 Tuition Fees and Access Agreement

CONSIDERED:

Proposals for tuition fees, student support arrangements and outreach activities to be included in the University's Access Agreement (S.25/10-11).

REPORTED: (by the Vice-Chancellor)

- (a) That the deadline for submission of the Access Agreement to OFFA had been moved to 19 April 2011.
- (b) That OFFA now proposed that fines would only be imposed if an institution commits a 'serious and wilful' breach of its Access Agreement.
- (c) That, from the extensive discussions that had taken place with both staff and students, a strong consensus had emerged that Warwick should be charging towards the top end of the fee level.
- (d) That it was not proposed to generally charge differential fees, although, there was a broad view that it would be detrimental to charge a higher end fee for specific courses that contribute significantly to the University's widening participation strategy, such as 2+2 degrees.

(by the Academic Registrar)

- (e) That the guidance from OFFA for producing an Access Agreement had been published on 7 March 2011, and set out the five elements that must be included:
 - (i) The fees to be charged;
 - (ii) The additional access measures to be put in place to sustain or improve access;
 - (iii) The estimated cost of the additional access and retention measures;
 - (iv) The targets and milestones set for access;
 - (v) The provision of timely, clear and accessible information to monitor and evaluate effectiveness of the access measures.
- (f) That it was anticipated that further consideration would need to be given to the fee for the fourth year of integrated masters programmes, and the impact of the level of fees for those on intercalated years and years abroad.

- (g) That uncertainty remained over the level of NHS bursaries and access to student support for the MBChB programme and the level of TDA funding for the PGCE.
- (h) That there was the intention to replace the work undertaken with Aimhigher with similar collaborative projects to maintain activity in this area.
- (i) That priority areas for investment in the student experience had been identified based on feedback from students and staff.
- (j) That as the reductions in the HEFCE grant would precede the increase in fee levels, there would need to be careful prioritisation of investment.

(by the Education Officer, Students' Union)

- (k) That the Students' Union remained formally opposed to an increase in the standard fee, and that there was need for an innovative approach to widening participation in order to exceed the current provision.
- (l) That the Students' Union had significant concern over the proposed fee level for part-time students and the detrimental effect this could have on the access opportunities that these courses currently present, noting that clear and comprehensive provision of information regarding the forms of financial support available would be required.

(by the President of Students' Union)

- (m) That in his opinion, further consideration should be given to the range of fees to be charged for the intercalated year.

(by the Professor H Beale)

- (n) That improved contextual data would better inform admissions decision making at departmental level.

(by the Pro-Vice-Chancellor for Education and Student Experience)

- (o) That consideration should be given to the potential for linking widening participation and internationalisation strategies, through the provision of financial support for the year abroad.
- (p) That financial support for costs such as accommodation should be considered as part of the access arrangements in order to not dissuade students from moving onto campus.

(by the Deputy Registrar)

- (q) That it was not yet clear whether the current level of HEFCE funding for the intercalated year and year abroad would be retained, but that, under national financial support packages, provision was as for full-time students for these periods of study.

RESOLVED:

That section 5 b) iv) in S.25/10-11 be amended to clarify the University's position on differential offers for students from disadvantaged backgrounds.

RECOMMENDED: (to the Council)

- (a) That the proposals for tuition fees, student support arrangements and outreach activities included in the University's Access Agreement, be approved as set out in S.25/10-11.
- (b) That the proposal that Steering Committee be granted delegated authority for approval of the final level of tuition fees and financial support arrangements for specific courses and areas, be approved as set out in S.25/10-11, noting that further consideration be given to the range of fees to be charged for the intercalated year and year abroad.

49/10-11 Report from the Steering Committee

RECEIVED:

A report from the Steering Committee (S.27/10-11 {parts 1 and 2}) and its resolutions recorded under the following items, together with an oral report from the Vice-Chancellor.

(a) Higher Education Innovation Fund 2011-2015

REPORTED: (by the Vice-Chancellor)

- (i) That the HEFCE had introduced an external income threshold for distribution of the funding which had resulted in greater concentration of Higher Education Innovation Funding (HEIF), and a probable increase in the level of funding allocated to the University.
- (ii) That it was likely that the University would receive the maximum allocation of £2.85m.

(b) REF Panels

REPORTED: (by the Vice-Chancellor)

That the University was represented on eleven Research Excellence Framework (REF) panels by twelve academic members of staff, with two administrative members of staff having been appointed as secretaries to eight panels, including a main panel.

(c) Library Update

REPORTED: (by the Vice-Chancellor)

That the development of a Publications Database with a view to capturing deposit references for all publications by Warwick staff was seen as a key element of the University's ability to improve access to research outputs.

- (d) UKBA Consultation on the Student Immigration System
- (e) UKBA Update on the Points Based System
- (f) Home Affairs Select Committee's Inquiry
- (g) Home Affairs Select Committee's Inquiry into the Impact of Proposed Restrictions on Tier 4 Migration
- (h) Statement of Intent on Tier 2 of the Points Based Immigration System
- (i) Pay Negotiations
- (j) HEFCE consultation on Public Information about HE

- (k) HEFCE Public Information and Graduate Salary Data
- (l) Students' Union Survey on Student Satisfaction
- (m) Feedback from the Faculty Boards on Fees, Outreach and Student Experience
- (n) University Risk Register and Risk Status Summary Report
- (o) Student Number Control and ITT allocations for 2011/12
- (p) Technology Innovation Centres
- (q) Local Enterprise Partnership
- (r) Research Strategy Update
- (s) International Issues
- (t) USS Pensions
- (u) Universities That Count
- (v) Evaluation of the Academic Infrastructure
- (w) National Teaching Fellowship Scheme 2011: Call for Nominations
- (x) Teaching Quality update
- (y) Teacher Education Advisory Group
- (z) Fees Working Group Report
- (aa) Report on Postgraduate Issues
- (bb) Capital Investment Framework (CIF) 1 and 2
- (cc) Capital Development and Space Management Update
- (dd) Centre for Student Careers and Skills Update
- (ee) QAA: Recruitment of Reviewers and Review Secretaries for the Institutional Review process
- (ff) Health and Safety Update
- (gg) HR Update
- (hh) UUK report "Freedom of speech on campus: rights and responsibilities in UK universities"
- (ii) Westwood Trust School and Academy Status.
- (jj) EPSRC Doctoral Training Grant
- (kk) One World Week
- (ll) The Higher Education Academy (HEA) Consultation on UK Professional Standards Framework
- (mm) RCUK "Concordat for engaging the public with research"
- (nn) UUK Consultation: HE Exports and Government Support
- (oo) Academy of Medical Sciences Report: A new pathway for the regulation and governance of health research
- (pp) Nottingham / Birmingham Strategic Alliance
- (qq) Advantage West Midlands Closure Programme
- (rr) Advantage West Midlands: Assets and Liabilities Transition Plan
- (ss) OIA Pathway Report - second round of consultation
- (tt) Undergraduate Provision in Strategically Important and Vulnerable Subjects (SIVs)
- (uu) BIS EU Framework Programme
- (vv) Royal Shakespeare Company and Warwick Business School Collaboration
- (ww) Nursery
- (xx) EC Consultation on Promotion and Validation of Non-Formal and Informal Learning
- (yy) HEFCE Public Information and Graduate Salary Data
- (zz) Russell Group Publication "Informed Choices"
- (aaa) HEFCE Review of JISC
- (bbb) Technology Strategy Board Consultation on Broad Areas for Technology Innovation Centres
- (ccc) Technology Innovation Centres
- (ddd) European Higher Education in Facts and Figures (Winter 2011)
- (eee) Launch of Student Finance England Service for Returning Students

50/10-11 Report from the Academic and Quality Standards Committee

CONSIDERED:

A report from the Academic Quality and Standards Committee (S.28/10-11 {parts 1 and 2}) and its resolutions and recommendations recorded under the following items together with a report from the Pro-Vice-Chancellor (Education and Student Experience):

(a) Amendment to Regulation 8.12

RESOLVED:

That the proposed amendment to add an additional note to Regulation 8.12 Governing Appeals Relating to Decisions of Final-year Undergraduate Boards of Examiners, as set out in S.28/10-11 and as follows, be approved and recommended to the Council, (additions underlined).

8.12 Regulations Governing Appeals Relating to Decisions of Final-year Undergraduate Board of Examiners

Note: Appeal procedures relating to the MBChB degree are governed by Regulation 8.10 and those relating to undergraduate non-degree courses by Regulation 39.

...

- (b) Membership of the Academic Quality and Standards Committee
- (c) Membership of the e-Learning Steering Group
- (d) Learning and Teaching Strategy
- (e) Personal Tutoring
- (f) What is Feedback?
- (g) Final Awards of BSc to Students Registered on 4-Year Integrated Masters Courses
- (h) Inclusion of Final Assessment information on Module Approval Form
- (i) Student Academic Complaints and Appeals 2009-10
- (j) Erasmus Mundus Call for Proposals
- (k) Monitoring Student Progress and Attendance
- (l) Outcomes of Collaborative Audit Provision
- (m) QAA: Revised Subject Benchmark Statements and Recognition Scheme for Subject Benchmark Statements
- (n) QAA: Recruitment of Reviewers and Review Secretaries for the Institutional Review Process
- (o) QAA: Doctoral Degree Reference Point Draft
- (p) New and Revised Undergraduate Courses of Study
- (q) New and Revised Postgraduate Courses of Study
- (r) Collaborative Course Proposals

51/10-11 Report from the Board of the Faculty of Arts

CONSIDERED:

A report from the Board of the Faculty of Arts (S.29/10-11) and its resolutions recorded under the following items together with a report from the Chair of the Board of the Faculty of Arts.

- (a) Terms of Reference of Faculty Sub-Committees
- (b) Deputy Chair of the Faculty Board

- (c) Yesu Persaud Centre for Caribbean Studies

RESOLVED:

That the proposed amendments to the constitution of the Yesu Persaud Centre for Caribbean Studies be approved as set out in paper S.29/10-11 and as follows (deletions struck through, additions underlined):

(a) The Director

- (i) The Director of the Centre shall be appointed by the Board of the Faculty of Arts on the nomination of the Head of the Department of ~~History~~ English and Comparative Literary Studies following consultation with the membership of the Centre for a period of three years.
- (ii) The Director shall be responsible to the Advisory Board for the planning and direction of the work of the Centre.

(b) Management Committee

There shall be a Management Committee of the Centre consisting of:

- (i) the Director of the Centre;
- (ii) the Head of the Department of ~~History~~ English and Comparative Literary Studies;
- (iii) three members of academic staff of the University involved, in or associated with, the work of the Centre, the creation of new projects and related applications for funding, the allocation of discretionary funds and all other matters relevant to the Centre.

(c) Advisory Board

There shall be an Advisory Board of the Centre consisting of:

- (i) The Chair, normally external to the University;
- (ii) The Director of the Centre;
- (iii) The Head of the Department of ~~History~~ English and Comparative Literary Studies;
- (iv) Three members of the Management Committee;
- (v) Such other persons as qualified by their professions, accomplishments or interests to advance the work of the Centre, as may be appointed from time to time. External members shall serve for three years, and appointments may be renewable.

52/10-11 Report from the Board of the Faculty of Science

CONSIDERED:

A report from the Board of the Faculty of Science (S.30/10-11) and its resolutions recorded under the following items together with a report from the Chair of the Board of the Faculty of Science.

- (a) Terms of Reference, Constitution and Membership: Membership of the First Year Board of Examiners for 2010/11

RESOLVED:

That Dr J Branke replace Dr V Deineko as the Warwick Business School representative on the First Year Board of Examiners for 2010/11.

- (b) Terms of Reference, Constitution and Membership: Constitution of the Sub-Faculty of the Board of the Faculty of Science

RESOLVED:

That the proposed amendments to the constitution of the Sub-Faculty of the Board of the Faculty of Science, as set out in S.30/10-11, be approved as follows (additions underlined, deletions ~~struck through~~):

...

Either two or three ~~Up to three~~ members of the teaching staff appointed by and from the Departments of Chemistry, Computer Science, Engineering, Life Sciences, Mathematics and Physics.

...

- (c) Terms of Reference, Constitution and Membership: Revised Terms of Reference of the Sub-Faculty of Science
(d) Terms of Reference, Constitution and Membership: Revised Terms of Reference of the Graduate Studies Committee

53/10-11 Report from the Research Committee

RECEIVED:

A report from the Research Committee (S.32/10-11) and its resolutions recorded under the following items together with a report from the Pro-Vice-Chancellor (Research: Science and Medicine).

- (a) Research Council Issues: Research Council Success Rates
(b) Research Council Issues: Delivery Plans
(c) Demand Management and Peer Review Processes
(d) Impact and HEIF

54/10-11 Report from the Research Ethics Committee

RECEIVED:

A report from the Research Ethics Committee (S.33/10-11) and its resolutions recorded under the following items together with a report from the Pro-Vice-Chancellor (Research: Arts and Social Sciences).

- (a) Membership
(b) Human Tissue Authority Site Audit
(c) UKRIO Information note on Guidance for Researchers on Retractions in Academic Journals
(d) RCUK Consultation on Research Governance

- (e) DNA Sample Collection by the Forensic Science Service (FSS)
- (f) Periodic Reports from the Sub-Committees

55/10-11 Appointment Process for Faculty Chairs

- (a) Revised Appointment Process for Faculty Chairs from 2011/12

RECEIVED:

A report on the appointment process for Faculty Chairs from 2011/12 onwards (S.26/10-11).

REPORTED: (by the Vice-Chancellor)

- (i) That a recommendation of the Harris report had been that the role of the Faculty Chair be reviewed.
 - (ii) That the proposals had been reviewed by the Steering Committee and were subsequently considered by the Boards of the Faculties, whose comments were incorporated into S.26/10-11, together with revised role descriptions for the Faculty Chairs.
 - (iii) That the new process would be concluded during the summer term for recruitment to the role of the Chairs of the Boards of the Faculties of Science and Arts.
- (b) Regulation 2.1 for the Timetable of Committee Elections

CONSIDERED:

Proposed amendments to Regulation 2.1 for the Timetable of Committee Elections (S.38/10-11).

RESOLVED:

That the amendments to Regulation 2.1 for the Timetable of Committee Elections be approved and recommended to the Council as set out in S.38/10-11, in light of the proposed change in processes for the appointment of Chairs of the Faculty Boards.

56/10-11 Advisory Board to the Faculty of Medicine

CONSIDERED:

A proposed revision to the constitution of the Advisory Board to the Faculty of Medicine (S.39/10-11).

RESOLVED:

That the revision to the constitution of the Advisory Board to the Faculty of Medicine be approved as set out in S.39/10-11.

57/10-11 Appointment of Pro-Vice-Chancellors

REPORTED: (by the Vice-Chancellor)

- (a) That Professor Margot Finn had been appointed to a vacant post of Pro-Vice-Chancellor with effect from 1 April 2011, arising from the recruitment round held in 2010, the appointment having been deferred given her absence on study leave.
- (b) That Professor Richard Higgott had resigned from his position as Pro-Vice-Chancellor for Research (Arts and Social Sciences) with effect from the end of March 2011 and would be taking a period of study leave in Australia.
- (c) That in accordance with Ordinance 3, the Senate was advised that there was one vacancy for the role of Pro-Vice-Chancellor, noting that the vacancy would be advertised using the University's intranet (Insite) and all eligible Professors would be advised.
- (d) That the Committee on the Appointment of Pro-Vice-Chancellors would be constituted as specified in Ordinance 3, inclusive of the Vice-Chancellor, three members of the Senate and a lay member of the Council, and would undertake a selection process early in the Summer Term with a view to recommending to Council candidate(s) for the role of Pro-Vice-Chancellor commencing 1 September 2011.
- (e) That the three Senate members of the Committee on the Appointment of Pro-Vice-Chancellors would be Professor Mike Shipman, Professor Christina Hughes and Professor Sean Hand. The lay member of Council would be Viki Cooke.

RESOLVED:

That the Senate extend its thanks to Professor Richard Higgott for his extensive contribution to the work of the University as Pro-Vice-Chancellor for Research (Arts and Social Sciences).

58/10-11 Awards and Distinctions

RECEIVED:

A paper setting out the awards and distinctions that had been conferred upon members of the University since the meeting of the Senate held on 26 January 2011 (S.34/10-11).

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

That Professor Elizabeth Burton was appointed jointly to the School of Health and Social Studies and the School of Engineering.

59/10-11 Report from the Higher Education Foundation Programme Board of Studies

RECEIVED:

A report from the Higher Education Foundation Programme Board of Studies (S.35/10-11).

60/10-11 Report from the Board of the Faculty of Social Sciences

RECEIVED:

A report from the Board of the Faculty of Social Sciences (S.31/10-11).

61/10-11 Sabbatical Officers in the Students' Union

REPORTED:

- (a) That the results of the election for Sabbatical Officers in the Students' Union for the academic year 2011/11 were as follows:

President:	Leo Boe
Education Officer:	Sean Ruston
Democracy Officer:	Chris Luck
Sports Officer:	Chris Sury
Union Development Officer:	George Whitworth
Societies Officer:	Matt Rodgers
Welfare Officer:	Izzy John

- (b) That, in accordance with Regulation 36.1 (12), it would be necessary for the Senate at its meeting on 6 July 2011 to consider the conferral of registered student status on the students named above.

NO/KG/KP/shared/senate/2010-2011/minutes/16Mar11mins.doc