

# UNIVERSITY OF WARWICK

## SENATE

Minutes of the meeting held on Monday 29 June 2015

Present: Vice-Chancellor (in the Chair), Professor R Ball, Professor D Branch, Professor A Clarke, Dr C Constable, Professor S Croft, Professor J Davey, Professor M Freely, Mr R Green, Professor L Green, Professor S Hand, Mrs K Hughes, Professor Christina Hughes, Professor S Jarvis, Professor C Jenainati, Professor T Jones, Miss M Khan, Professor S Kumar, Professor C Jenainati, Dr S Lamb, Professor G Lindsay, Professor A Menezes, Miss M Mirza, Professor A Norrie, Dr M Nudds, Professor J Palmowski, Professor A Reeve, Professor L Roberts, Professor C Sparrow, Professor N Stocks, Professor S Swain, Professor M Taylor, Professor P Thomas, Mr A Thompson, Miss C Turhan, Professor L Young, Professor P Winstanley, Professor V Zammit.

Apologies: Professor A Coats, Ms J Cooper, Professor Christopher Hughes, Professor S Jacka, Professor David Morley, Professor A Muthoo, Professor A Rodger, Professor S Shapiro.

In attendance: Administrative Officer (Academic Registrar's Office), Group Finance Director, Academic Registrar, Deputy Registrar, Registrar, Deputy Academic Registrar, Ms Yvonne Salter-Wright (for items 131/14-15 and 132/14-15).

### 120/14-15 Appointment of new Vice-Chancellor and President

#### REPORTED:

That congratulations be extended to Professor Stuart Croft on his recent appointment as the next Vice-Chancellor and President of the University, to take effect from 1 February 2016.

### 121/14-15 University Financial Plan 2015, including the 2015-16 Budget

#### CONSIDERED:

- (a) The University Financial Plan 2015, including the 2015-16 Budget (S.60/14-15), together with an oral report from the Group Finance Director.
- (b) A presentation on the University Financial Plan from the Group Finance Director.

*Note: Current and incoming Heads of Academic Departments who are not members of the Senate were invited to attend the meeting of the Senate for this item of business.*

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

- (c) That this year's five year plan process had been smoother than previous years; the Group Finance Director thanked all those involved in the process;
- (d) That 2014-15 had started with an £11m fee shortfall, but that lower wage inflation and the level of safety provision in last year's plan had helped counteract this shortfall;

- (e) That the plan showed surpluses of £25.7m, £28.0m, £32.0m and £33.6m across the years 2015/16- to 2018/19;
- (f) That further work would be undertaken during the summer to ensure that delivery dates for planned future academic facilities were sufficiently well-aligned with planned growth in research income and staff/student populations;
- (g) That work would also be undertaken over the summer on behalf of Academic Resourcing Committee with academic departments to explore longer term opportunities for growth and development that were not currently factored into five year plans;
- (h) That the Administrative and Professional Services Group would continue to identify savings and efficiency measures across the University through the Simplify, Collaborate, Deliver programme;
- (i) That the activities of Commercial and Campus Services Group continued to improve on recent years' performances, and were forecasted to deliver an additional £2.0m of surplus compared with last year's plan;
- (j) That total capital expenditure was expected to reach £131m in 2015/16 in part due to expenditure on the fully-funded National Automotive Innovation Centre (NAIC); other significant planned projects in 2015/16 were the Teaching and Learning Building, new student residences, refurbishments of student laboratories in Engineering, completion of the Benefactors refurbishment and provision of additional car-parking. Capital expenditure was forecast to reduce over the subsequent years, returning to more normal levels (c£60m p.a.) by 2018/19;
- (k) That the plan included a 'safety factor' as in previous years as a contingency against the financial impact of future adverse events. It was noted that with recent announcements of cuts to the BIS budget which were likely to impact the HE sector, the need for a contingency remained important;
- (l) That numbers of academic staff in departments were predicted to rise to c.2200 by 2015/-16, and then remain at that level until 2018-19;
- (m) That numbers of non-academic staff were anticipated to rise to c.1050 in 2015-16 and would remain at that level until 2018-19;
- (n) That planned growth in student numbers across undergraduate home/EU and overseas, postgraduate taught and postgraduate research totalled an increase in numbers by 2018-19 of c.2950. It was noted that although increases in numbers would generate income, that work would need to be done to ensure the infrastructure would be in place to support growth in student numbers;
- (o) That the plan presented was fully compliant with the current financial covenants set by HEFCE, including new EBITDA (Earnings Before Interest, Tax, Depreciation and Amortisation) threshold for borrowing and financial commitments. The plan was also compliant with our current banking covenants.
- (p) In response to a question from Mr Nat Shiers that the plan assumed an additional £50m would be borrowed to finance student residences to support projected increases in student numbers, and that additional resources would be invested in the provision of off campus postgraduate accommodation.
- (q) In a response to a question from Professor Jones, that although Warwick had previously enjoyed success in winning funding from Government Capital Funding bids, that a wholesale move to Capital Funding bids by the Government would represent a challenge in obtaining funding for projects that had non-standard deliverables.
- (r) In response to a question from Professor Winstanley, that although current low interest rates would make additional borrowing attractive, high holding fees on borrowed money would negate the saving made from low interest rates.
- (s) In response to a question from Miss Mirza that the Capital Plan included £35m for the development of the Humanities Building.
- (t) In response to a question from Professor Balasubramanian that the gross margin on research grants would be challenged by the Research Council's

move to match funding models, and that that this remained an area of concern in the sector.

- (u) In response to a question from Mrs Hughes that alternative sources of future funding are being explored in light of the changing UK and EU funding climate;
- (v) In response to a question from Mr Hindhaugh, that an average of 3% inflation had been applied to the capital plan in relation to anticipated rises in accommodation rents, reduced from 3.5% in previous years. It was noted that accommodation rents were considered on an annual basis in consultation with the Campus Rent Working Group and Students' Union Sabbatical Officers.

REPORTED (by Vice-Chancellor):

- (w) In response to a question from Mr N Shiers that the wider campus remained of the greenest university campuses in the UK and that efforts would continue to be made to retain large green spaces areas through carefully planned accommodation building development.

RECOMMENDED (to the Council):

That the University Financial Plan 2015, including the 2015-16 Budget be approved for submission to HEFCE by 31 July 2015 as set out in paper (S.60/1415).

#### 122/14-15 Minutes

- (a) REPORTED (by the Vice-Chancellor):

That in relation to minute 113/14-15 on the Wellesbourne Campus, there was vacant laboratory capacity for an estimated 50 researchers within the Prince Phillip Building; that not all of the lab space was highly serviced and therefore the nature of the science for which it was suited was limited. It was noted that there were insufficient offices available as write-up areas since the Science Park let much of this space.

RESOLVED:

That the minutes of the meeting of the Senate held on 10 June 2015 be approved subject to the following amendments (deletions struck through, additions underlined):

#### 113/14-15 Wellesbourne Campus

RECEIVED:

An oral report from Professor Green in relation to available space on the Wellesbourne campus. noting that although the recent report on the Wellesbourne campus indicated that there was space for units to relocate, 40 of the available spaces had already been allocated such that only 30 remained and that this would necessarily restrict the pool of potential future users.

- (b) REPORTED (by the Registrar):

That with respect to minute 96/14-15 (g) and (h), the Registrar would pursue a conversation with Miss Khan in relation to capturing the spirit of her observations concerning the gender balance of senior staff appointments in the University.

123/14-15 Vice-Chancellor's Business: Degree Congregations Summer 2015

REPORTED:

- (a) That the summer degree congregation ceremonies would take place between Monday 13 and Saturday 18 July 2015, when 4500 students would receive their degrees during a total of 12 ceremonies.
- (b) That recent Warwick Awards for Teaching Excellence winners would be recognised at the degree ceremonies.

124/14-15 Vice-Chancellor's Business: Government Funding Cuts

REPORTED:

That recent announcements on Government austerity measures due to be implemented in the current financial year included £450M savings within BIS of which £150M would come from the Higher Education budget.

125/14-15 University Strategy

CONSIDERED:

An oral report from the Deputy Registrar updating the Senate on progress towards achievement of the goals in the University Strategy, noting:

- (a) That the Student and Academic Services Network Steering Group acted as the programme board for Goal 1, 'Enabling our student to Succeed', and that some commitments had been implemented in this area, including the launch of the Warwick International Higher Education Academy; that a review process was underway to identify how best to achieve strategic objectives relating to Employability and that the Board was looking to progress work *inter alia* around provision for Masters and Doctoral students; student engagement with Moodle; and international opportunities in the curriculum. It was reported that important enabling work was underway in TQ, most particularly proposed changes to the course approval and review processes arising from the Lamburn report;
- (b) That the University Research Committee had become the programme board for Goal 2, 'Delivering World-Class Research' and had recently worked on developing KPIs, noting that the Committee already closely tracks applications, awards and income. It was noted that particular strategic items such as the development of the European Research Strategy had been considered in depth;
- (c) That the Programme Board for Goal 3, 'Securing our global position', was due to meet for the first time and that in addition to reviewing its overall priorities, the Board had agenda items on international partnerships and the University's engagement with Indonesia. The Senate noted that substantive global developments such as the California campus had a bespoke programme management structure in place;
- (d) That the 'Community' Programme Board (Goal 4) had met to consider the broad range of issues within Goal 4 and the appropriate balance between an individual and community perspective on working and studying at Warwick; and, more recently, a detailed consideration of 'students as partners', led by a presentation from the Students' Union;

- (e) That there had been substantive progress under Goal 5, 'Acting as a catalyst for development and sustainability', in areas such as development of the NAIC and the opening of the WMG Academy for Young Engineers; that major capital projects such as the NAIC continued to have their own PPG, but that changes had been made to the overall management of capital projects through the development of Capital Development Zones. It was noted that both the Business Relations Executive Directors and the Regional Affairs Group oversaw elements of Goal 5. Specific enabling projects included the introduction of a University-wide CRM system;
- (f) That in relation to Goal 6, 'Creating the resources for long-term success', current financial performance continued to be overseen by the Budget Steering Group; that some consideration was being given to an Environmental Programme Board to oversee the objectives under Goal 6 and that significant progress had been made on the 'Simplify, Collaborate, Deliver' programme and on the performance of the Campus & Commercial Services Group.

#### 126/14-15 Risk Update

##### CONSIDERED:

A paper outlining the Summer Term Risk Update (S.61/14-15), together with an oral report from the Deputy Registrar.

##### REPORTED (by the Deputy Registrar):

- (a) That following recommendation by the Council at its meeting on 2 November 2014, Health and Safety appeared on the Institutional Risk Register for the first time, and would continue to be monitored via this mechanism.
- (b) Recommendations from the Steering Committee on revised target dates for risks highlighted relating to the NAIC, the University Superannuation Scheme and University responses to major incidents.
- (c) That the Students' Union Superannuation Scheme featured as a specific risk.
- (d) That the risks statuses for all risks on the Institutional Risk Register were appropriate at this current time.

#### 127/14-15 Warwick Medical School Restructure

##### CONSIDERED:

A paper from the Dean of the Warwick Medical School, Professor Sudhesh Kumar, outlining the proposed restructure of the Warwick Medical School (S.63/14-15).

##### REPORTED (by the Dean of the Medical School):

That the proposed reduction of organisational units would streamline administration, ensuring operational efficiency and enabling the development of work between educational and research elements in the School.

##### RESOLVED:

That the proposed changes to the academic structure of the Warwick Medical School be approved, as set out in paper S.63/14-15.

## 128/14-15 Faculty of Medicine Governance

### CONSIDERED:

A paper from the Chair of the Faculty of Medicine, Professor Peter Winstanley, setting out proposals to address governance challenges facing the Faculty of Medicine (S.62/14-15).

### REPORTED (by the Chair of the Faculty of Medicine):

- (a) That the proposed changes included the separation of the roles of Chairs of the Faculty of Medicine and Dean of the Warwick Medical School, and the appointment of an Assistant Registrar (Learning and Teaching) based in the Teaching Quality team to support enhanced learning and teaching and student support across the Faculty.
- (b) In response to a question from Professor Ball, that the appointment to the role of the Non-Executive Director at the University Hospital for Coventry and Warwickshire had been made by the Appointments Commission (in 2012) at a national level, following a request for nominations by the Hospital to the University with oversight of these provided by the Steering Committee. It was noted that Professor Winstanley will retain this NED role, and that future University nominees for this role would be the Chair of the Faculty Board.
- (c) In response to a question from Professor Young, that the working relationship between UHCW and the Pro-Deans for Education and Research in the Warwick Medical School had significantly strengthened, and that next steps in the development of the relationship were being taken as part of a 'Joint Vision' initiative.
- (d) In response to a questions from Professor Jenainati that the proposals had been considered by the Board of the Faculty of Medicine and amended following feedback prior to being brought to the Senate.

## 129/14-15 Warwick International Higher Education Academy: Advisory Board

### CONSIDERED:

A paper from the Pro-Vice-Chancellor (Teaching & Learning), to establish an Advisory Board for the Warwick International Higher Education Academy, (S.64/14-15).

### REPORTED (by the Registrar):

- (a) In response to a question from Miss M Khan regarding items (a)(i) and (iv) on the proposed membership of the Advisory Board, that it was not unusual, and was in fact entirely appropriate, for appropriate expertise to be sought in relation to advisory board appointments.
- (b) In response to a question from Professor Ball, that minimum numbers of appointments in each membership category and provision in relation to quorum be incorporated into the section on the operation of the Board.

RESOLVED:

That the proposed membership, operation and Terms of Reference of the Advisory Board be approved as set out in paper S.64/14-15, subject to small changes agreed at the meeting.

130/14-15 Competition and Markets Authority: Guidance for UK Higher Education Providers

CONSIDERED:

A paper on the Competition and Markets Authority Guidance for UK Higher Education Providers and its potential impact (S.80/14-15), together with an oral report from the Academic Registrar.

REPORTED (by the Academic Registrar):

- (a) That the CMA guidance and requirements had significant impact on Higher Education providers and required significant work to ensure compliance. The addition of this topic to the Institutional Risk Register would reflect its potential impact;
- (b) That areas where the CMA Guidance and requirements would impact most significantly were: terms and conditions of study; complaints procedures, communication to current and prospective students; marketing and advertising via all media; and the provision of information to new, current and prospective students in appropriate and durable formats;
- (c) That the CMA guidance provided for direct recourse through the CMA to Civil Claims Courts without first completing institutional or OIA complaints procedures;
- (d) That HEIs would be subject to penalties for non-compliance, and not seeking to become compliant, and that these could include fines, civil, or criminal claims;
- (e) In response to a question from Miss C Turhan, that potential fee increases would need to be made clear to all prospective students at the point of application and acceptance of places to study and that the agreement by Warwick to pre-publish fee rates for 3 years from 2015-16 in all marketing materials met CMA requirements.

REPORTED (by the Registrar):

- (f) In response to a comment by Professor A Clarke, that students seeking to make a case under CMA guidance would be required to show that any changes to advertised teaching had had a significant negative impact on their student experience of study, and that CMA guidance would need to be considered when developing course and department marketing material.

131/14-15 University Complaints Framework

CONSIDERED:

A paper from the Director of Delivery Assurance addressing issues arising from the first year of operation of the new Complaints Framework (S.65/14-15).

REPORTED (by the Director of Delivery Assurance)

- (a) That the first year of operation of the Complaints Framework had been very positive, and that proposals made to the Senate would serve to refine the current procedure in line with consultation and feedback received.
- (b) That the 2014 Annual Report from the Office of the Independent Adjudicator had highlighted the Complaints Framework at Warwick as an example of best practice in the sector.
- (c) That further developments to supporting IT infrastructure in relation to the recording and reporting of stage one complaints handled by academic departments, and advice and guidance for staff and students, were anticipated.
- (d) In response to a question from Dr C Constable, that Head of Departments would be offered the opportunity for a member of the complaints resolution team to present to staff about the complaints framework.

RESOLVED:

In response to a request from Professor M Freely, that a further brief period of up to 2-3 weeks would be provided for a consultation of the Board of the Faculty of Arts to take place by the Director of Delivery Assurance, to enable any further substantive feedback to be incorporated. Any such feedback and appropriate changes to paper S.65/14-15 would be considered by the Steering Committee on behalf of Senate to enable approval of the revised Framework by the Council and hence its implementation for the start of the 2015-6 academic year.

#### 132/14-15 University Discipline Framework

CONSIDERED:

A paper from the Director of Delivery Assurance proposing amendments to the Student Discipline Framework, including: amendments to Regulations 23, 27 and 36; amendments to the University's Policy on Illegal Drugs and the advent of a Fitness to Study protocol, and a Statement of Expected Behaviour for students, (S.81/1415).

REPORTED (by the Director of Delivery Assurance):

- (a) That the proposed amendments to the Student Discipline Framework represented greater alignment and enhanced parity and proportionality across the Student Disciplinary Framework including through regulatory reform.
- (b) That the proposed amendments retained the University's Zero Tolerance Illegal Substances ('Drugs') Policy, but re-articulated its application in related University regulations and protocols (including the introduction of a standard penalty for first offences for Class B and C illegal substance possession and use on campus).
- (c) That the development and publication of a Statement of Expected Behaviour, would be in line with most Russell Group universities that already had a Code of Conduct or similar statement of expected behaviours of students which also set out potential consequences if not observed.



- (d) That the scope of Regulation 27 had been altered to focus on on-campus residential accommodation; and that the Regulation has been substantially rewritten following consultation and review over the last 18 months.
- (e) In response to a question from Mr Thompson, that under Regulation 23, records of a major offence committed by a student would be retained on their record for the period of time determined by the Discipline Committee but that minor offences would not remain on a student's record.
- (f) In response to a question from Professor Ball, that under Regulation 23 the University would normally defer to Police action in relation to an incident related to Class A drugs, but that in the event of the Police not taking further action, the University would be able to do so.
- (g) In response to questions from Miss Turhan and Mr Thompson, that Regulation 23 enabled authorised officers to undertake investigation and issue charges for minor offences in order to facilitate swift resolution; it being noted that in all cases students would have a right of appeal, and that the Student Support Services and the Residential Life Team had been consulted and were in support of changes proposed to Regulation 23.

REPORTED (by the Registrar):

- (h) In response to questions from Miss M Mirza and Professor A Clarke, that once proposed changes had been approved, further work would be done to ensure clear, concise and supportive communication to students of the changes, including to students whose accommodation might be subject to a search by Security staff.

RESOLVED:

In response to a request from Professor M Freely, that a further brief period of up to 2-3 weeks would be provided for a consultation of the Board of the Faculty of Arts to take place by the Director of Delivery Assurance, to enable any further substantive feedback to be incorporated. Any such feedback and appropriate changes to paper S.81/14-15 would be considered by the Steering Committee on behalf of Senate to enable approval by the Council and hence its implementation for the start of the 2015-6 academic year.

#### 133/14-15 Report from the Steering Committee

RECEIVED:

A report from the Steering Committee (S.66/14-15, {Part 1}), and its resolutions under the following items:

- (a) Recommendation for the Establishment of University Space Norms

REPORTED (by the Vice-Chancellor):

- (i) That the work had been commissioned in order to develop a set of norms, noting that Warwick was currently behind sector averages for space efficiency and needed to work to meet increasingly challenging carbon reduction targets and to reduce build and running costs.
- (ii) That recommendations were based on research conducted across Higher Education, industry and specific examples of good practice, and were

driven by a commitment to enhancing the experience of those who work and study on the campus, as well as to supporting the recruitment and retention of the best students and staff.

- (iii) That once approved, the norms would be formalised into a revised set of University Space Management Guidelines covering space allocation within existing buildings, as well as more ambitious targets for the design of new buildings.
- (iv) That the Steering Committee had approved the report's recommendation to reduce the space allowance norm for academic staff from 10-15m<sup>2</sup> to 10-12m<sup>2</sup> in the construction of new buildings.
- (v) That the report recommended the space norm for professional and support desk-based staff be set at 6m<sup>2</sup> per person, noting that this allowed for generous use of collaborative spaces (a model that had been positively received in spaces such as Argent Court).
- (vi) That the Steering Committee had approved the recommendation to work towards a ratio of desk space for PGR students of 1:1.5 students, and resolved to give further consideration to norms that would take account of faculty-level differences in working patterns and needs, as well as the provision of non-office space for PGR students more generally.

- (b) Guardian Ranks Warwick in UK Top 10
- (c) Institutional Risk Register- Summer Term Update
- (d) Cheltenham Science Festival
- (e) Professor Lord Kumar Bhattacharyya awarded an Honorary Doctorate by Monash University
- (f) Warwick Researchers Secure £3.19m Boost to Tackle Superbugs
- (g) Sustainability Guide for Higher Education Institutions
- (h) Shared Parental Leave Policy
- (i) Research Update January 2015 – April 2015
- (j) Capital, Space and Amenities Group Report
- (k) Warwick Music Festival
- (l) WMG Academy

#### 134/14-15 Report from the Academic Staff Committee

##### RECEIVED:

A report from the Academic Staff Committee (S.67/14-15), and its resolutions under the following items:

- (a) Proposed membership of the Academic Staff Committee for the academic year 2015/16, as set out in Appendix 1, paper ASC6/14-15.

##### RESOLVED:

That the proposed membership of the Academic Staff Committee for the academic year 2015/16, as set out in Appendix 1, paper ASC6/14-15, be circulated to Senate members for approval by Chair's Action.

- (b) Proposed membership of the Probation Review Group for the academic year 2015/16, as set out in Appendix 2, paper ASC8/14-15.

RESOLVED:

That the proposed membership of the Probation Review Group for the academic year 2015/16, be approved as set out in Appendix 2, paper ASC8/14-15.

The Senate noted the following promotion decisions taken with effect from 1 June 2015 as set out in paper S.67/14-15:

- (c) Promotion of members of staff to Professor.
- (d) Promotion of members of staff to Professorial Fellow.
- (e) Promotion of members of staff to Professorial Teaching.
- (f) Promotion of members of staff to Reader.
- (g) Promotion of members of staff to Principle Teaching.
- (h) Promotion of members of staff to Senior Teaching Fellow.
- (i) Promotion of members of staff to Principle Research Fellow.
- (j) Promotion of members of staff to Senior Research Fellow.

#### 135/14-15 Report from the Academic Quality and Standards Committee

RECEIVED:

A report from the Academic Quality and Standards Committee (S.68/14-15 {Part 1}), and its resolutions under the following items:

- (a) A report on the Review of the Course Approval Process as set out in paper AQSC.41/14-15 revised 2.

RESOLVED:

That the report on the Review of the Course Approval Process, be approved as set out in paper AQSC.41/14-15 revised 2.

- (b) A report from the Mitigating Circumstances Group providing an update on progress and draft Guidance on Mitigating Circumstances, as set out in paper AQSC.74/14-15 revised 2.

RESOLVED:

That the report from the Mitigating Circumstances Working Group providing an update on progress and draft Guidance on Mitigating Circumstances, be noted as set out in paper AQSC.74/14-15 revised 2 and that particular thanks be recorded to Dr C Constable who had led the Working Group.

- (c) The amended version of the Policy on the Employment of Postgraduates who Teach, as set out in paper BGS.3/14-15 (revised 2).

RESOLVED:

That the amended version of the Policy on the Employment of Postgraduates who Teach, be noted as set out in paper BGS.3/14-15 (revised 2).

- (d) The revised Policy on Professional Development for Doctoral Researchers as set out in paper BGS.47/14-15.

RESOLVED:

That the revised Policy on Professional Development for Doctoral Researchers, be approved as set out in paper BGS.47/14-15.

136/14-15 Report from the Research Committee

RECEIVED:

A report from the Research Committee (S.69/14-15), and its resolutions under the following items:

- (a) The establishment of a new Global Research Priority (GRP) in Cyber Security, comprising expertise from within Warwick Manufacturing Group, PaIS, Computer Science, Economics, Law, Mathematics, Psychology, Sociology, Statistics and Warwick Business School, as set out in paper S69/14-15.

RESOLVED:

That the establishment of a new Global research Priority (GRP) in Cyber Security, comprising expertise from within Warwick Manufacturing Group, PaIS, Computer Science, Economics, Law, Mathematics, Psychology, Sociology, Statistics and Warwick Business School, be noted as set out in paper S.69/14-15

- (b) The constitution and governance arrangements for the Warwick Centre for Applied Health Research & delivery (W-CAHRD), as set out in paper S.69/14-15 Appendix 1.

RESOLVED:

That the constitution and governance arrangements for the Warwick Centre for Applied Health Research & delivery (W-CAHRD), be approved as set out in paper S.69/14-15 Appendix 1.

- (c) The establishment of the Centre for Cancer Research as a Substantive University Research Centre, as set out in a paper S.69/14-15, Appendix 2.

RESOLVED:

That the establishment of the Centre for Cancer Research as a Substantive University Research Centre be approved as set out in a paper S.69/14-15, Appendix 2.

137/14-15 Report from the Widening Participation Strategy Steering Group

RECEIVED:

A report from the Widening Participation Strategy Steering Group detailing the improvements in the University's Access Agreement milestones and some of the wider developments of the Widening Participation Strategy, as set out in paper S.70/14-15.

#### 138/14-15 Report from the University Health and Safety Committee

RECEIVED:

An annual Report from the University Health and Safety Executive Committee, (S.71.14-15) and its resolutions recorded under the following items:

- (a) Avon Building Incident
- (b) Health and Safety Policies
- (c) Annual Health and Safety Report 2014
- (d) Annual Fire Health and Safety Report 2014
- (e) Health and Safety Report 2015
- (f) University Health and Safety Committee
- (g) University Genetic Modification and Biosafety Committee

#### 139/14-15 Representation of the Senate on the Council

REPORTED (by the Vice-Chancellor):

That the representatives of the Senate on the Council would continue their term of office during the academic year 2015-16 and that as a consequence, no further appointments were necessary.

#### 140/14-15 Election of a Representative of the Assembly to Membership of the Senate

REPORTED (by the Vice-Chancellor):

- (a) That following an invitation for nominations from members of the Assembly to serve on the Senate for a period of three years from 1 September 2015 – 31 August 2018, eight nominations had been received and a ballot had been held which closed on 24 June 2015.
- (b) That following the ballot, two nominees had an identical number of valid votes.
- (c) That Regulation 2.3 (7) provided that; "In the event of a tie the candidate to be elected shall be determined by toss of a coin." Following the coin toss, conducted by the Registrar and witnessed by the Deputy Academic Registrar Ms Shirley Crookes, Head of Student Support, was appointed to serve as a representative of the Assembly on the Senate during the period 1 September 2015 - 31 August 2018.

#### 141/14-15 Election of a Representative of the Senate to Membership of the Steering Committee

REPORTED (by the Vice-Chancellor):

- (a) That following the approval by the Senate of the proposed changes to the role of the Steering Committee at its meeting on the 10<sup>th</sup> March 2015, and consequent recommendation by the Senate that nominations be sought annually from amongst Senate members for a representative of the Senate to sit on the Steering Committee to enhance the transparency of consideration of business, nominations had been invited for one academic member of the Senate to serve as a representative of the Senate on the Steering Committee for a period of one year from 1 September 2015 to 31 August 2016.
- (b) That two nominations had been received and a ballot had been held, which closed on 24 June 2015.

- (c) That following the ballot, that Professor Colin Sparrow had been elected to serve as the representative of the Senate on the Steering Committee for the academic year 2015-16.

142/14-15 Committee Timetable 2015-16, Dates for Meetings of the Senate and Term Dates 2025-26

CONSIDERED:

The dates proposed for meetings of the Senate during the academic year 2015-16 and University term dates to 2025-26, (S.72/14-15).

RESOLVED:

That the proposed dates for meetings of the Senate for the academic year 2015/16 and University term dates to 2025-26 be approved, as set out in paper S72/14-15.

143/14-15 Awards and Distinctions

RECEIVED:

A paper setting out Awards and Distinctions conferred upon members of the University since the last meeting of the Senate held on 10 June 2015, (S.73/14-15).

144/14-15 Membership of the Senate

RECEIVED:

The membership of the Senate for the academic year 2015-16, (S.74/14-15).

RESOLVED:

That thanks be expressed to those members who would not continue on the Senate in the next academic year:

- (a) Student representatives: Cat Turhan, Maahwish Mirza, Andrew Thompson.
- (b) Staff: Professor Robin Ball (Physics); Dr Catherine Constable (Film and Television Studies); Ms Janet Cooper (Warwick Medical School); Professor John Davey (Warwick Medical School); Dr Stephen Lamb (German Studies); Professor Alison Menezes (Hispanic Studies); Professor Matthew Nudds (Philosophy); Professor Stephen Shapiro (English and Comparative Literary Studies); Professor Mark Taylor (Warwick Business School); Professor Victor Zammit (Warwick Medical School).

145/14-15 Report from the Academic Quality and Standards Committee

CONSIDERED:

A report from the Academic Quality and Standards Committee (S.68/14-15 {Part 2}) and its resolutions recorded under the following items:

- (a) The proposed Code of Practice between the University of Warwick and the Students' Union for the coordination of Student Staff Liaison Committees (SSLCs), as set out in paper AQSC.55/14-15.

RESOLVED:

That the proposed Code of Practice between the University of Warwick and the Students' Union for the coordination of Student Staff Liaison Committees (SSLCs), be approved as set out in paper AQSC.55/14-15.

- (b) The proposed amendments to Regulation 37 Governing Taught Postgraduate Degrees, to include the University's definition of an MRes Programme, as set out in paper BGS.46/14-15.

RESOLVED:

That the proposed amendments to Regulation 37 Governing Taught Postgraduate Degrees, to include the University's definition of an MRes Programme, be approved as set out in paper BGS.46/14-15.

- (c) The revised Credit and Module Framework, as set out in paper AQSC.48/140-15.

RESOLVED:

That the revised Credit and Module Framework, be approved as set out in paper AQSC.48/140-15.

- (d) Amendments to the Good Practice Guide on Monitoring Attendance and Progression, as set out in paper CWG.16/14-15.

RESOLVED:

That the amendments to the Good Practice Guide on Monitoring Attendance and Progression, be approved as set out in paper CWG.16/14-15.

- (e) A proposal for the discontinuation of the "Shakespeare for Teachers" courses in collaboration with the Royal Shakespeare Company, as set out in papers CFDSLSC.71a-b/14-15.

RESOLVED:

That the proposal for the discontinuation of the "Shakespeare for Teachers" courses in collaboration with the Royal Shakespeare Company, be approved as set out in papers CFDSLSC.71a-b/14-15

- (f) A proposal from Warwick Manufacturing Group that the extension of the collaboration with Yildiz Technical University (YTU), Istanbul be extended to include the delivery of the MSc (and sub-qualifications) in Engineering Business Management and the MSc (and sub-qualifications) in Manufacturing Systems Engineering, as set out in paper CFDLSC.132/14-15 (revised).

RESOLVED:

That the proposal from Warwick Manufacturing Group that the extension of the collaboration with Yildiz Technical University (YTU), Istanbul be extended to include the delivery of the MSc (and sub-qualifications) in Engineering Business Management and the MSc (and sub-qualifications) in Manufacturing Systems Engineering, be approved as set out in paper CFDLSC.132/14-15 (revised).

- (g) A proposal from the Department of Psychology to extend the existing collaboration with Coventry University to deliver the placement element of the existing course MSC in Clinical Applications of Psychology, as set out in papers SGS.a-e/14-15 and CFDLSC.134b/14-15.

RESOLVED:

That the proposal from the Department of Psychology to extend the existing collaboration with Coventry University to deliver the placement element of the existing course MSC in Clinical Applications of Psychology, be approved as set out in papers SGS.a-e/14-15 and CFDLSC.134b/14-15.

The Senate noted the following:

- (h) Updates to the membership of the Committee, as set out in section 5 of paper S.68/14-15 {Part 2}.
- (i) Updates on the Nations Student Survey 2015 as set out in section 6 of paper S.68/14-15 {Part 2}.
- (j) Updates Inductions and Transitions as set out in paper AQSC.50/14-15.
- (k) The development of an online variant of the module and Postgraduate Award “Leading Education Change and Improvement”, as set out in section 10 of paper S.68/14-15 {Part 2}.
- (l) The approval of new Undergraduate Courses of Study as set out in section 11 of paper S.68/14-15 {Part 2}.
- (m) The revision to the course of BA Liberal Arts, as set out in paper S.68/14-15 {Part 2}.
- (n) The removal from recruitment of the course of BA History, Literature and Culture of the Americas as set out in section 13 of paper S.68/14-15 {Part 2}.
- (o) The approval of new postgraduate courses of study as set out in section 14 of paper S.68/14-15 {Part 2}.
- (p) Revisions to postgraduate courses of study as set out in section 15 of paper S.68/14-15 {Part 2}.
- (q) The discontinuation of postgraduate courses of study as set out in section 16 of paper S.68/14-15 {Part 2}.

#### 146/14-15 Revisions to University Ordinances and Regulations

CONSIDERED:

- (a) Proposed amendments to Regulation 34, Fitness to Practice (S.75/14-15).

RESOLVED:

That the proposed amendments to Regulation 34, Fitness to Practice to include all courses subject to the regulation in an appendices be approved, as set out in paper S.75/14-15



- (b) Proposed amendments to Ordinance 13, Degrees and Diplomas (S.82/14-15 and AQSC.31/14-15).

RESOLVED:

- (i) That the proposal to amend Ordinance 13, Degrees and Diplomas to include the award of Bachelor of Arts and Science (BASc) be noted, as set out in paper S.82/14-15.
- (ii) That the proposal to introduce a new award of the University, namely the Doctor of Business Administration (DBA), and subsequent proposed amendments to Ordinance 13 on Degrees and Diplomas be approved, as set out in paper AQSC.31/14-15.

147/14-15 Vice-Chancellor's Action:

REPORTED:

- (a) That on 18 June 2015 the Registrar took action for the Vice-Chancellor on behalf of Senate to approve a proposal that the External Examiner for the Postgraduate Taught MSc Psychological Research act by correspondence for the 2014/15 Final Year Board of Examiners.
- (b) That on 18<sup>th</sup> June 2015 the Registrar took action for the Vice-Chancellor, on behalf of Senate to approve the proposed membership of Investigating Committees into Cases of Suspected Cheating for cases that have arisen in the School of Engineering and the Department of Philosophy.
- (c) That on behalf of the Senate, the Vice-Chancellor had approved the conferral of the title of Emeritus Professor on the following colleague with effect from his retirement (given in brackets below):

*Emeritus Professor*

Professor Charles Sheppard, School of Life Sciences, (30<sup>th</sup> June 2015)

148/14-15 Student, Staff and Alumni deaths

REPORTED:

That the University had been informed of the recent death of the following member of former staff; Colonel Robert Hornby OBE, Vice-Chancellor's Office, 1967- 1978.

149/14-15 Date of the next meeting

REPORTED:

That the next meeting of the Senate would be held at 10.00am on Wednesday 12 October 2015 in the Council Chamber, Senate House.