

UNIVERSITY OF WARWICK

SENATE

Minutes of the meeting of the Senate held on 30 November 2005

Present: Vice-Chancellor (in the Chair), Mr T Arnold, Professor S Bassnett, Ms A Bell, Professor L Bridges, Professor P Burnham, Professor A Caesar, Professor E Carter, Professor M J Cooper, Professor J Davis, Professor T Docherty, Mr B Duggan, Professor M Finn, Professor R Freedman, Professor M Harrison, Dr C Hughes, Professor K Legge, Professor R Lindley, Professor M Luntley, Dr J MacPherson, Professor A McFarlane, Dr H Nesi, Professor S B Palmer, Professor A Phizacklea, Professor E Peile, Dr P Roberts, Professor M Smith, Dr C Sparrow, Ms K Stark, Professor S Thornton, Professor M Waterson, Professor M Whitby, Professor R Wilson.

Apologies: Professor S Bright, Dr P Byrd, Professor Y Carter, Professor A Harris, Professor J Jones, Professor K Lamberts, Dr A M Price.

In Attendance: Academic Registrar, Acting Director of Finance, Director of Academic and Student Affairs, Registrar, University Secretary.

21/05-06 Minutes

RESOLVED:

- (a) That the minutes of the meeting of the Senate held on 28 September 2005 be approved.
- (b) That the minutes of the meeting of the Senate held on 12 October 2005 be approved.

22/05-06 Progress of Senate Recommendations

REPORTED:

That the Council, at its meeting on 28 September 2005, approved the recommendations of the Senate recorded under the following items:

- (a) Changes to University Charter and Statutes (minute 9/05-06 refers)
- (b) Constitution of the Honorary Degrees Committee (minute 10/05-06 refers)
- (c) Amendments to University Ordinances (minute 15/05-06 refers)
- (d) Amendments to University Regulations (minute 16/05-06 refers)

23/05-06 Chair's Action

REPORTED (by the Vice-Chancellor):

That he had taken Chair's Action to approve further amendments to University Regulation 5 (Regulations Governing the Granting of Study Leave, Leave of Absence and Leave to Accept a Research Award) to address a number of minor anomalies relating to the titles of Heads of Departments.

24/05-06 EPSRC Science and Innovation Awards

RECEIVED:

An oral report from the Vice-Chancellor on the award to the University of two further EPSRC Science and Innovation Awards in Mathematics and Computer Science Interface and Plasma Physics.

25/05-06 Millburn House

RECEIVED:

An oral report from the Vice-Chancellor on the progress being made on the refurbishment of Millburn House

26/05-06 HR Framework

RECEIVED:

An oral report from the Vice-Chancellor on the progress of the University's arrangements for the implementation of the HR Framework Agreement.

27/05-06 ASDAR 2005

RECEIVED:

An oral report from the Registrar on the outcome of the pilot Administrative and Service Departments Annual Review (ASDAR) in 2005.

28/05-06 Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.14/05-06 {Parts 1 and 2}) and its resolutions recorded under the following items, together with an oral report from the Vice-Chancellor:

- (a) Collaborative Opportunities with the University of Birmingham
- (b) The Education Innovation Fund
- (c) University League Tables 2005
- (d) HE Performance Indicators
- (e) Campus Development Plan
- (f) Indoor Tennis Centre
- (g) Islamic Prayer Hall
- (h) Degree Congregations
- (i) International Issues
- (j) Post-Qualification Applications Consultation: Final University Response
- (k) Degree Classifications and Credit Proposals
- (l) Development and Alumni Relations
- (m) Careers Service
- (n) Launch of New National Teaching Fellowship Scheme
- (o) New ESRC Grants
- (p) Research Councils UK Academic Fellowships
- (q) National Centre for Involvement
- (r) Second Leverhulme Symposium

- (s) NHS Research Strategy
- (t) Medical Research Council Institutional Discipline Bridging Award
- (u) Implant Dentistry
- (v) Transitional Research Funding for Medical Schools
- (w) Medical School Issues
- (x) Additional Student Numbers
- (y) Quality Enhancement of Teaching and Learning
- (z) Standards Framework for Supporting Teaching and Learning
- (aa) Consultation on Draft QAA Strategic Plan 2006-11
- (bb) Periodic and Quinquennial Review Processes
- (cc) Part-Time Student Support Package
- (dd) Equality Impact Assessment
- (ee) Managing Ethical Issues in Higher Education
- (ff) THES Young Researcher of the Year
- (gg) Tuition Fees for 2006/07
- (hh) Warwick Undergraduate Aid Programme
- (ii) Accountability for HEIs
- (jj) Warwick Medical School Devolved Budget: Year End Report
- (kk) Warwick Business School Devolved Budget: Year End Report
- (ll) Warwick HRI Update and Year End Report
- (mm) Academic Resourcing Committee Year End Report
- (nn) HEIF 3 Funding Proposals
- (oo) Strategically Important and Vulnerable Subjects
- (pp) International Student Enrolment Survey 2005/06
- (qq) Bologna Process: UK Promoters
- (rr) Widening Participation Funding for Part-Time Students
- (ss) Foundation Degree Review Survey Report
- (tt) QAA Consultation on Revision to the Engineer Benchmark Statement
- (uu) Doctoral Exchange Agreement
- (vv) Regulations to Outlaw Age Discrimination
- (ww) Appointments to Senate Committees

29/05-06 Academic Statistics 2005/2006

RECEIVED:

The University's Academic Statistics document for the academic year 2005/06 together with an oral report from the Director of Student and Academic Affairs summarising a number of trends relating to the student, staff and research data presented in the document.

30/05-06 Warwick in Asia

REPORTED

That the Council, at its meeting on 18 October 2005, considered (inter alia):

- (a) The final Singapore Feasibility Study Report (C.17/05-06).
- (b) A report from the meeting of the Senate held on 12 October 2005 on its consideration of the Singapore Feasibility Study Report (C.19/05-06).
- (c) The motion that, on the basis of the findings of the Feasibility Study, the University develop a Memorandum of Understanding (MOU) with the Singapore Economic Development Board (EDB) as a precursor to a

formal contractual agreement on the development of a second campus in Singapore, which would be presented to both the Senate and the Council for consideration and approval prior to signing.

and resolved:

- (a) That the Council reaffirm the University of Warwick's commitment to development in Asia as an integral part of its international strategy.
- (b) That the Council welcome the work undertaken on the Feasibility Study and the strong support of the Economic Development Board of Singapore but, in the absence of a positive commitment from the academic community, that the University not proceed with the plan for a second comprehensive campus of the University of Warwick in Singapore.
- (c) That the University continue discussions within the academic community and with the Economic Development Board of Singapore with a view to bringing forward an alternative plan for academic development in Singapore which would command the support of the Senate and the Council.
- (d) That the Vice-Chancellor establish a group to take forward discussions on an alternative academic plan for Singapore as outlined in (c) above.

RECEIVED:

An oral report from the convener of the Singapore Academic Planning Group established by the Vice-Chancellor on the progress of discussions within the University on alternative plans for academic developments in Singapore.

31/05-06 Report from the Strategy Committee

A report from the meeting of the Strategy Committee held on 17 November 2005 (S.15/05-06) and its resolutions recorded under the following items:

- (a) External and Internal Developments
- (b) Links with the City and the University of Birmingham
- (c) The University Education Innovation Fund
- (d) Administrative and Infrastructure Developments
- (e) University Key Performance Indicators
- (f) Student Recruitment October 2005

32/05-06 Report from the Academic Quality and Standards Committee

CONSIDERED:

A report from the meetings of the Academic Quality and Standards Committee held on 19 October and 16 November 2005 (S.16/05-06 {Parts 1 and 2}) and its resolutions recorded under the following items, together with an oral report from the Chair of the Committee:

- (a) TQI and National Student Survey
- (b) Developments in the National Quality Assurance Framework
- (c) Electronic Submission of Coursework
- (d) Plagiarism
- (e) PSRB Engagements
- (f) Publication of Summer Examination Timetable
- (g) New Postgraduate Courses of Study
- (h) Discontinued Postgraduate Courses of Study
- (i) New and Restructured Undergraduate Courses

(a) Amendments to University Regulations

CONSIDERED:

Proposed amendments to University Regulations 16, 14 and 11 on resubmission of work for a research degree and plagiarism as part of work submitted for upgrade or annual review (paper AQSC.35/05-06).

RECOMMENDED:

That proposed amendments to University Regulations 16, 14 and 11 be approved as set out in paper AQSC.35/05-06.

(b) Amendments to External Examiners' Report Form

CONSIDERED:

Question 9 of Part B of the postgraduate External Examiners' report form along with an extract from the *QAA Code of Practice for the Assurance of Academic Quality and Standards in Higher Education, Section 4: External Examining* August 2004) (paper AQSC.34/05-06).

RESOLVED:

That the external examiners' report form for taught postgraduate courses be amended to remove question 9 on 'Resources as they impact upon student performance in assessments' it being noted that the revised section of the *QAA Code of Practice* no longer mentions resources in this context.

(c) Amendments to Module and Course Proposal Documentation

RESOLVED:

- (a) That minor amendments to the University Module Proposal Form be approved with immediate effect as set out in paper AQSC 29/05-06.
- (b) That minor amendments to the University Course Proposal Form be approved with immediate effect as set out in paper AQSC 33/05-06.

(d) New Postgraduate Courses of Study

(i) National Academy for Gifted and Talented Youth

RESOLVED:

That a proposal to introduce an MA in Gifted and Talented Education located in the Institute of Education be approved as set out in papers GFSS 48/05-06 and GFSS 50/05-06.

(ii) Mercia Institute of Enterprise

RESOLVED:

That the introduction of a new Postgraduate Award 'Managing the Enterprising University' in collaboration with Petrozavodsk State University, Russia and located in a non-academic University department be approved as set out in papers GFSS.54/05-06, GFSS.56/05-06 and GFSS56(b)/05-06.

(e) New Collaborative Courses

(i) Higher Education Foundation Programme in Hong Kong

RESOLVED:

That a proposal from the International Office to relocate the Higher Education Foundation Programme Business Studies and English course from the British Council Hong Kong to the Hong Kong University of Science and Technology for on-campus delivery be approved as set out in paper CFDLSC 19-23/05-06 with effect from September 2006.

(ii) WMG: Singapore Institute of Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech)

RESOLVED:

That a proposal to deliver the previously approved MSc Engineering Business Management course in partnership with Singapore Institute of Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech) be approved as set out in papers CFDLSC 12-18/05-06 with effect from January 2006.

(iii) Warwick Medical School: Implant Dentistry (GIFT)

RESOLVED:

That a proposal from Warwick Medical School to deliver the previously approved MSc in Implant Dentistry in partnership with Global Implant Forum and Teaching (GIFT) in a new location, GIFT Singapore, be approved as set out in papers CFDLSC 27, 28 & 46/05-06 with effect from January 2006 on the understanding that financial plans would be finalised and a contract concluded and signed before the first students are enrolled.

(iv) Centre for Lifelong Learning: Loughborough College

RESOLVED:

That a proposal from the Centre for Lifelong Learning for Loughborough College to offer the previously approved Open Studies Certificates for Adult Literacy Subject Specialists and for Adult Numeracy Subject Specialists be approved as set out in papers CFDLSC 35-45/05-06 with immediate effect.

(v) Warwick Medical School: Diabetes in Pregnancy Module

RESOLVED:

That a proposal from the Warwick Medical School for the introduction with effect from January 2006 of a Distance Delivery variant of the previously approved module and Postgraduate Award in Diabetes in Pregnancy be approved as set out in paper GCFM 1/05-06 (revised 2).

33/05-06 Report from the Information Policy and Strategy Committee

A report from the meeting of the Information Policy and Strategy Committee held on 16 February 2005 (S.17/05-6).

E-mail Replacement Project

RECEIVED:

The Committee's report on the progress of the E-mail Replacement project.

34/05-06 Report from the Campus Life Committee

CONSIDERED:

A report from the meeting of the Campus Life Committee held on 9 November 2005 (S.18/05-06) together with an oral report from the Chair of the Committee.

Membership of the Campus Life Committee

RESOLVED:

That revisions to the membership of the Committee to include the Director of Estates and the Director of the Arts Centre be approved as proposed in paper CLC1/05-06 (revised).

35/05-06 Report from the Equal Opportunities Committee

CONSIDERED:

A report from the meeting of the Equal Opportunities Committee held on 31 October 2006 (S.19/05-06).

(a) Race Equality Policy and Action Plan

CONSIDERED:

The University Race Equality Policy and Action Plan for 2005 -2007 recommended for approval by the Equal Opportunities Committee.

RESOLVED:

That the University Race Equality Policy and Action Plan for 2005-2007 be approved as set out in paper EOC.2/05-06.

(b) Race Equality Annual Report

CONSIDERED:

The University Race Equality Annual progress Report for 2004/05.

RESOLVED:

That the University Race Equality Annual progress Report for 2004/05 be noted and approved as set out in paper EOC.3/05-06.

(c) Equality and Diversity

CONSIDERED:

The Committee's report of its resolutions and recommendations relating to the University's approach to equality of opportunity and the desire to move towards embracing diversity within the organisation.

RECOMMENDED:

That the Equal Opportunities Committee be renamed the Equality and Diversity Committee in order to reflect the University's transition towards diversity.

36/05-06

Report from the Safety Committee

CONSIDERED:

A report from the meeting of the University Safety Committee held on 4 November 2005 (S.20/05-06).

(a) Revision of the University Safety Policy

RECOMMENDED:

- (i) That the proposed amendments to Part 9 of Safety in the University (SITU) on personal protective equipment be approved as set out in paper USC.09/05-06.
- (ii) That the proposed amendments to the accident reporting form in SITU Part 21 be approved as set out in paper USC.10/05-06.

(b) Smoking in the University

CONSIDERED:

A report from the University Safety Committee on the consultation exercise conducted on a proposed ban on smoking in academic buildings (paper USC.01/05-06).

RESOLVED:

That a ban on smoking in all University academic buildings be introduced with effect from 4 January 2006.

(c) University Disaster Recovery Plan

REPORTED:

That the Director of Academic and Student Affairs was drawing up a revised University Disaster Recovery Plan and that input from relevant staff and members of the Safety Committee would be sought in the drawing up of the revised Plan.

37/05-06 Appointment of Pro-Vice-Chancellors

REPORTED:

- (a) That the current period of office of Professor Jones as Pro-Vice-Chancellor would expire on 31 July 2006.
- (b) That Professor Jones was eligible for re-appointment for a third two-year term of office.
- (c) That, in accordance with Ordinance 3, the Vice-Chancellor's Advisory Committee on the Appointment of Pro-Vice-Chancellors would consult widely in the Spring Term and bring forward a recommendation for appointment to the position of Pro-Vice-Chancellor for consideration by the Vice-Chancellor.

38/05-06 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 28 September 2005 (S.21/05-06).

39/05-06 Annual Report of the HEFP

RECEIVED:

The Annual Report of the Higher Education Foundation Programme for the academic year 2004-05 (paper S.22/05-06).

40/05-06 Report from the Academic Staff Committee

RECEIVED:

A report from the meeting of the Academic Staff Committee held on 9 November 2005 (S.23/05-06) and its resolutions recorded under the following items:

- (a) Annual Review 2004/05: Promotions to Personal Professorships
- (b) Promotion to Principal Teaching Fellow
- (c) Promotion to Senior Teaching Fellow
- (d) Recent Academic Appointments and Resignations