

UNIVERSITY OF WARWICK
SENATE
OPEN MINUTES OF THE MEETING HELD 2.00PM, WEDNESDAY 29 JANUARY 2020
COUNCIL CHAMBER, SENATE HOUSE

Present	Professor Stuart Croft	SC	Vice-Chancellor (Chair)
	Professor Jo Angouri	JA	Representative of the Assembly
	Professor Katharine Astbury	KA	Representative of the Board of the Faculty of Arts
	Chloe Batten	CB	Education Officer, Students Union
	Professor Daniel Branch	DB	Representative of the Board of the Faculty of Arts
	Alice Churm	ACh	Postgraduate Officer, Students' Union
	Dr David Davies	DD	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Chris Ennew	CE	Provost
	Dr Rebecca Freeman	RF	Dean of Students
	Professor Lorenzo Frigerio	LF	Representative of the Board of the Faculty of Social Sciences
	Robin Green	RG	Librarian
	Professor John Greenlees	JG	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Chris Hughes	CH	Pro-Vice-Chancellor (Education)
	Professor Kate Ireland	KI	Representative of the Board of the Faculty of Social Sciences
	Professor Saul Jacka	SJ	Representative of the Assembly
	Professor Virinder Kalra	VK	Representative of the Board of the Faculty of Social Sciences
	Professor Andy Lavender	ALa	Representative of the Board of the Faculty of Arts
	Professor Ranko Lazic	RL	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor David Leadley	DL	Representative of the Board of the Faculty of Science, Engineering & Medicine
	Professor Geoff Lindsay	GL	Representative of the Board of the Faculty of Social Sciences
	Professor Andrew Lockett	ALo	Representative of the Board of the Faculty of Social Sciences
	Professor Emma Mason	EM	Representative of the Board of the Faculty of Arts
	Professor Caroline Meyer	CM	Chair, Faculty of Science, Engineering & Medicine
	Professor Rachel Moseley	RM	Representative of the Board of the Faculty of Arts
	Professor Zahra Newby	ZN	Representative of the Board of the Faculty of Arts
	Ben Newsham	BN	President Students Union
	Professor Matt Nudds	MN	Chair, Faculty of Social Sciences
	Professor Lorenzo Pericolo	LP	Representative of the Board of the Faculty of Arts
	Professor Fabienne Peter	FP	Representative of the Board of the Faculty of Social Sciences
	Professor Penny Roberts	PR	Chair, Faculty of Arts
	Dr Gavin Schwartz-Leeper	GSL	Representative of the Assembly
	Professor Jeremy Smith	JS	Representative of the Board of the Faculty of Social Sciences
	Professor Colin Sparrow	CS	Chair of the Board of Graduate Studies
Professor Simon Swain	SS	Academic Vice-President	
Professor Pam Thomas	PTTh	Pro-Vice-Chancellor (Research)	
Paul Trimmer	PTr	Representative of the Assembly	
Professor Ema Ushioda	EU	Representative of the Board of the Faculty of Social Sciences	
Professor Mike Ward	MW	Representative of the Board of the Faculty of Science, Engineering & Medicine	
Jenny Wheeler	JW	Representative of the Assembly	
Attending	Rosie Drinkwater	RD	Group Finance Director
	Phil Griffiths	PG	Administrative Officer, Academic Registrar's Office (Minutes)
	Dr Zushu Li	ZL	Observer
	Maureen McLaughlin	MM	Director of Education Policy and Quality (Assistant Secretary)

	Luke Mepham	LM	Students Union Societies Officer (item 034)
	John Phillips	JP	Director of Health and Safety (item 035)
	Rachel Sandby-Thomas	RST	Registrar (Secretary)
	Will Thomas	WT	Head of Welcome and Student Internationalisation Manager (item 036)
	Professor Pat Tissington	PTi	Academic Director (Employability) (item 034)
	Sharon Tuersley	ST	Secretary to Council
	Dr Chris Twine	CT	Academic Registrar
	Roberta Wooldridge Smith	RWS	Director of Student Opportunity (item 034)
Ref	Item		
029	<p>Welcome, Thanks and Apologies for absence</p> <p>Apologies for absence were received from Dr Jane Bryan, Professor Jon Forster, Professor Sudhesh Kumar Professor Lesley Roberts Professor Mike Shipman, and Professor Derrick Watson.</p> <p>A welcome was extended to Dr Zushu Li, who was attending this meeting as an observer.</p>		
030	<p>Declarations of Interest</p> <p>No new declarations were made.</p>		
031	<p>Minutes of last meeting held on 2 October 2019</p> <p>DECISION: The Senate approved the minutes of the meeting held on 2 October 2019 (031-S290120).</p>		
032	<p>Matters arising from last meeting on 2 October 2019</p> <p>The Senate received a report (032-S290120) providing updates on matters arising from the meeting of the Senate held on 2 October 2019.</p>		
033	<p>Chair's Business</p> <p>The Senate received a report (033-S290120) and verbal update from the Chair which included the following key details:</p> <p>Coronavirus</p> <ul style="list-style-type: none"> • In line with Government advice, all university-related travel to China had been prohibited until further notice. • A webpage on Insite had been created which provided information on travel and advice for staff and students should they feel unwell. • The University's Risk and Resilience Team are continuing to monitor the situation • Contact with staff and students in China and with students from Wuhan/Hubei had taken place with no immediate concerns expressed. <p>Winter Degree Ceremonies</p> <ul style="list-style-type: none"> • The University's Winter Degree Ceremonies had taken place, comprising 8 ceremonies over 4 days during the week commencing 20 January 2020. • Degree ceremonies were now limited to fewer than 400 students in order to improve the overarching experience for graduands, and feedback on the ceremonies was invited from colleagues. <p>Industrial Action</p> <p>The two trade union disputes around pay and conditions, and the USS pension scheme had not yet been resolved. Negotiations between UCU and employer representatives (UCEA and UUK) were continuing.</p>		

034	<p>Report from the Education Committee</p> <p>The Pro-Vice-Chancellor (Education) presented a report (034-S290120) on the following items of business considered by the Education Committee meeting held on 2 December 2019:</p> <ul style="list-style-type: none"> • Development of the Education and Internationalisation Strategy • Warwick Core Skills (WCS) • Education Strategy Priorities • Teaching Excellence Group Update • Revisions to the Terms of Reference of the Student Learning Experience and Engagement Committee <p>Key details and discussions under the WCS item were as follows:</p> <ul style="list-style-type: none"> • In response to a query from RM regarding the extent to which departments would be expected to deliver WCS, that consideration was being given to how gaps could be delivered by a range of complementary services provided centrally. • KA reported that there was a need to ensure that the language used for WCS would recognise the challenge of requirements to be CMA compliant as it would not be possible to guarantee that a particular skill would be acquired by all students. • In response to a queries from JW and ZN regarding the need for a holistic approach to consider the range of skills that could be acquired through the curriculum as well as through extra/co-curricular activities that the structure of WCS contained opportunities for students to capture and reflect on their acquisition of skills. • In response to a query from ALa, that it would be possible for personal tutors to have a role in facilitating the delivery of WCS, and that there would be different ways of implementing WCS in different departments. • In response to a query from CS regarding the number of proposed core skills, that it was not proposed that all students should be required to evidence all of the skills, and that there was a degree of overlap. • A number of pilots would be conducted to produce a skills mapping exercise in a number of departments along with student focus groups with student members of societies to ascertain effective approaches to articulating skills. <p>DECISIONS: The Senate approved:</p> <ol style="list-style-type: none"> 1) The definition and scope of the Warwick Core Skills as set out in 034-S290120 2) Revised terms of reference for the Student Learning Experience and Engagement Committee as set out in 034-S290120 <p>ACTION: A project plan would be developed <u>which would include further consultation with the Faculty of Arts</u> [rev. 11 Mar 2020] and presented to the Senate once available to assist the implementation of the Warwick Core Skills framework and an update on progress provided by the end of the academic year.</p>
035	<p>Health and Safety Progress Report</p> <p>The report (034-S290120) was received with a verbal report from the Director of Health and Safety.</p> <p>In response to a query from PTr regarding the reporting of mental health and stress metrics, that a number of initiatives had been instigated in this field, including the introduction of the Employee Assistance Programme which has been introduced which was being accessed by staff and also the establishment of a Stress Working Group which reports into UHSEC.</p>
036	<p>Warwick Welcome 2019</p> <p>The report (036-S290120) was received with a verbal report from the Head of Welcome and Student Internationalisation Manager.</p>

037	<p>Proposal to change the names of the Centre for Education Studies and the Centre for Applied Linguistics to the Department for Education Studies and the Department of Applied Linguistics</p> <p>The report (037-S290120) was received with a verbal report from the Chair of the Faculty of Social Sciences.</p> <p>DECISION: The Senate recommended to the Council the proposal to change the names of the Centre for Education Studies and the Centre for Applied Linguistics to the Department for Education Studies and Department of Applied Linguistics, with effect from 1 August 2020 in both cases.</p>
038	<p>Report on the Compliance with Office for Students (OfS) Conditions of Registration: Quality and Standards</p> <p>The report (038-S290120) was received with a verbal report from the Pro-Vice-Chancellor (Education).</p> <p>MM reported that although this report covered the University’s compliance with the Conditions relating specifically to academic quality and standards, the OfS can contact Institutions with regard to requesting information with respect to compliance with the full range of the Conditions of Registration.</p> <p>To this end, it was noted that the University had recently responded to a request for information regarding the University’s compliance with the general ongoing condition of registration F2 relating to student transfer arrangements.</p>
039	<p>Update Report on Inclusivity in Senate Elections</p> <p>The report (039-S290120) was received with a verbal report from the Assistant Secretary to the Senate.</p> <p>The Secretary to the Council reported that the terms of reference for Assembly were being revised and would be presented to the Senate once available.</p> <p>DECISION: The Senate approved the revised definition of direct canvassing in Assembly elections to the Senate, as set out in 039-S290120.</p>
040	<p>Report from the Research Committee</p> <p>The Pro-Vice-Chancellor (Research) presented a report (040-S290120) on the following items of business considered by the Research Committee meeting held on 24 October 2019:</p> <ul style="list-style-type: none"> • Research applications and awards: 2018/19 • GRP Programme Business Cases • University Research Centres – Triennial Review Schedule 2019/2020 • Research Communications
041	<p>Report from the Honorary Degrees Committee</p> <p>The report (041-S290120) was received with a verbal report from the Secretary to Council.</p> <p>Nominations for future honorary degrees, particularly from candidates with an interest/experience in science and from a more diverse background, were invited.</p>
042	<p>Report from the Social Inclusion Committee (formerly Equality and Diversity Committee)</p> <p>The Provost presented a report (042-S290120) on the following items of business considered by the Social Inclusion Committee meeting held on 12 November 2019:</p> <ul style="list-style-type: none"> • Matters Arising – Maternity Provision • Matters Arising – Carers Leave • Membership 2019-2020 and Terms of Reference • Pay Action Plan • Social Inclusion Dashboard • Equality Monitoring Annual Report • Social Inclusion / Equality Objectives 2020-2024

043	<p>Joint Report from the University Executive Board and Steering Committee</p> <p>The Committee received the report (043-S290120).</p> <p>In addition to the report, the Assistant Secretary to the Senate also reported that the Steering Committee, at its meeting on 21 October 2019, approved a recommendation that it further delegate its authority from Senate for the approval of postgraduate taught awards to a specialist sub-group of Steering, as is currently the case for undergraduate awards. The rationalisation and harmonisation of the ratification processes would provide greater consistency of approach and scrutiny. This process was now in effect.</p> <p>Key details and discussion of other items of business detailed in the report were as follows:</p> <p>STEM Grand Challenge</p> <p>In response to a query from ALa, CM reported that broader engagement outside the Faculty of Science, Engineering and Medicine would take place.</p> <p>Car Allowance Policy</p> <p>ACTION: In response to a question from JW, RD would report back on whether an equality impact assessment had taken place in relation to the intention to require Essential Car Users to use electric vehicles in the future.</p> <p>International Holocaust Remembrance Alliance (IHRA) Definition of Anti-Semitism</p> <p>In response to a request from GSL for a community based discussion on this matter, the Vice-Chancellor reported that discussions were taking place and that it would be a legitimate item of business for the Senate to consider at a future meeting.</p>
044	<p>Report from the Research Governance and Ethics Committee</p> <p>The report (044-S290120) was received and noted.</p>
045	<p>Chair's Action Report</p> <p>The report (045-S290120) was received and noted.</p>
046	<p>Senate Meeting Dates for the 2020/21 Academic Year</p> <p>The report (046-S290120) was approved.</p> <p>DECISION: The Senate approved the Senate Meeting Dates for the 2020/21 Academic Year.</p>
047	<p>Revisions to <u>Regulation 4</u> and <u>Regulation 5</u> with supplemental policies approved by the Academic Staff Committee</p> <p>The Committee received and noted the report (047-S290120).</p>
048	<p>Minor Revisions to <u>Regulation 45</u> Governing Payment of Annual Fees, Residential Charges and Other Debts</p> <p>The report (048-S290120) was approved.</p> <p>DECISION: The Senate Approved the revisions to Regulations 45 with immediate effect.</p>
049	<p>Student and Alumni Deaths</p> <p>The Senate received and noted a report on members of the community of Warwick alumni who had passed away since the last meeting of the Senate.</p>
<p>Next meeting: 14.00 Wednesday 11 March 2020, Council Chamber Senate House</p>	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
031 Minutes of the Senate meeting held on 2 October 2019	DECISION: The Senate approved the minutes of the meeting held on 2 October 2019 (031-S290120).		
034 – Report from the Education Committee	DECISIONS: The Senate approved : 1) The definition and scope of the Warwick Core Skills as set out in 034-S290120 2) Revised terms of reference for the Student Learning Experience and Engagement Committee as set out in 034-S290120		
	ACTION: A project plan would be developed <u>which would include further consultation with the Faculty of Arts</u> [rev. 11 Mar 2020] and presented to the Senate once available to assist the implementation of the Warwick Core Skills framework and an update on progress provided by the end of the academic year.	PTi July 2020	In progress
037 - Proposal to change the names of the Centre for Education Studies and the Centre for Applied Linguistics to the Department for Education Studies and the Department of Applied Linguistics	DECISION: The Senate recommended to the Council the proposal to change the names of the Centre for Education Studies and the Centre for Applied Linguistics to the Department for Education Studies and Department of Applied Linguistics, with effect from 1 August 2020 in both cases.		
039 - Update Report on Inclusivity in Senate Elections	DECISION: The Senate approved the revised definition of direct canvassing in Assembly elections to the Senate, as set out in 039-S290120.		
043 - Joint Report from the University Executive Board and Steering Committee (Car Allowance Policy)	ACTION: In response to a question from JW, RD would report back on whether an equality impact assessment had taken place in relation to the intention to require Essential Car Users to use electric vehicles in the future.	RD	Completed – update included in Matters Arising Report (060-S110320)
048 - Minor Revisions to Regulation 45 Governing Payment of Annual Fees, Residential Charges and Other Debts	DECISION: The Senate Approved the revisions to Regulations 45 with immediate effect.		