

# UNIVERSITY OF WARWICK

## SENATE

Minutes of the meeting held on Wednesday 1 October 2008

- Present: Vice-Chancellor (in the chair), Professor C Aubrey, Professor S Bassnett, Professor H Beale, Ms A Bell, Professor L Bridges, Professor S Bright, Professor R Burns, Professor L Campbell, Professor Y Carter, Professor J Davey, Professor J Davis, Professor T Docherty, Professor A Easton, Professor M Finn, Ms D Foster, Ms A Green, Dr A Greene, Dr M Hadley, Dr C Hughes, Dr J Kidd, Professor S Kumar, Professor K Lamberts, Professor R Lindley, Professor P Mack, Professor S Palmer, Professor B Rosamond, Professor M Smith, Professor C Sparrow, Mr M Surve, Professor H Thomas, Mr S Thomson, Professor S Thornton (from item 16/08-09), Professor M Underwood, Professor M Whitby, Professor R Wilson.
- Apologies: Professor M Cooper, Professor P Edwards, Professor J Gardner, Dr C Harrison, Professor R Higgott, Professor N Hewlett, Professor J Hutton, Dr C Jenainati, Professor M Waterson, Professor V Zammit, Registrar.
- In attendance: Deputy Registrar, Director of Finance, Academic Registrar, Head of Governance Support Services, Administrative Officer (Governance).

The Vice-Chancellor welcomed new members and members beginning a new period of office to their first meeting of the Senate for the academic year 2008/09.

### 1/08-09 Minutes

RESOLVED:

That the minutes of the meeting of the Senate held on 2 July 2008 be approved.

### 2/08-09 Progress of Senate Recommendations

REPORTED (by the Vice-Chancellor):

That the Council, at its meeting on 9 July 2008, approved the recommendations of the Senate recorded under the following items:

- (a) Report from the Working Group on the Appointment of Pro-Vice-Chancellors, including proposals for amendments to University governing instruments (minute 95/07-08 refers), noting that the Council was to consider the change to Statutes and Ordinances formally for a second time at its meeting on 2 October.
- (b) Amendments to University Ordinances and Regulations under item (f) of the Academic Quality and Standards Committee report (minute 93/07-08 refers)
- (c) Constitution of the Union of Students (minute 97/07-08 refers)

3/08-09 Financial Plan

REPORTED: (by the Vice-Chancellor)

That the income generation and cost saving groups discussed at the meeting of the Senate on 2 July 2008 had been progressing well over the summer, noting that any significant changes to the draft Financial Plan would be discussed as appropriate in a future meeting of the Senate.

4/08-09 Membership of the Senate

RECEIVED:

The membership of the Senate for the academic year 2008/2009 (S.1/08-09).

REPORTED: (by the Vice-Chancellor)

That under the provisions of Statute 19 (2), the Senate might appoint “the holders of such other posts, including persons charged with the welfare of the students of the University, as the Senate might from time to time determine”, noting that currently no such changes had been made.

5/08-09 Enrico Galvani

REPORTED: (by the Vice-Chancellor)

- (a) That Enrico Galvani, an exchange student from the University of Urbino, had died on campus on 28 September 2008.
- (b) That the ongoing response to this sad event showed the best of Warwick as it was professional and supportive to Enrico’s family as well as colleagues and fellow students.

RESOLVED:

That the thanks of the Senate be given to the Director of Student Support, the Head of Security and their teams for their actions in this sad event.

6/08-09 Arrivals Weekend

REPORTED: (by the Vice-Chancellor)

- (c) That Arrivals Weekend 2008 and Intr08 were successful with positive feedback received from many parent and students.
- (d) That the Temporary Events Structure or ‘Big Space’ had made for a useful and positive alternative venue on the campus, noting that colleagues who had not already visited were encouraged to do so.

7/08-09 Open Day

REPORTED: (by the Vice-Chancellor)

That he wished to record his thanks to colleagues involved in the production and delivery of the successful Open Day held on 20 September, noting that due to significant demand for attendance, an additional event was held in the following week to cater for those not able to attend on 20 September.

8/08-09 Car Parking Charges

REPORTED: (by the Vice-Chancellor)

- (a) That there had been varied responses from colleagues to proposed changes to car-parking in 2009 but that change was necessary.
- (b) That there would be four open meetings as part of a consultative process where individuals could discuss the new schemes prior to implementation in the New Year.

9/08-09 Research

REPORTED: (by the Vice-Chancellor)

- (a) That Warwick had been awarded 5 out of a total of 45 EPSRC Fellowships over the summer.
- (b) That a further materials project and two translational medicine projects had been funded for Science City at a value of circa £30million.
- (c) That overall, the University's new research income for 2007/08 was circa £100million, which was an increase from £78million for 2006/07.
- (d) That the latest research success rates published by the Research Councils had put the University at 38% of those applications submitted being successful, which was the highest of all comprehensive large scale institutions in the UK.

10/08-09 Inter-Institutional Co-operation on Widening Participation

REPORTED: (by the Vice-Chancellor)

- (a) That recent press coverage had confirmed Warwick as one of nine universities proposing to work collaboratively in their access and widening participation programmes.
- (b) That under the scheme, students identified as having potential to succeed in Higher Education under one university's access programme would be able to apply to other institutions taking part for entry in 2010, though each application would be considered individually.

11/08-09 Installation of New Chancellor

REPORTED: (by the Vice-Chancellor)

That the installation ceremony for the University's new Chancellor, Richard Lambert, would take place on 10 December 2008.

12/08-09 Report from the Steering Committee

CONSIDERED:

A report from the Steering Committee (S.2/08-09 {parts 1 and 2}) and its resolutions recorded under the following items together with a report from the Vice-Chancellor:

(a) Equivalent or Lower Qualifications Funding Withdrawal

REPORTED: (by the Vice-Chancellor)

- (i) That the University received confirmation from HEFCE of the movements to funding allocations with regards to the withdrawal of funding for ELQs.
- (ii) That the University appealed against the significant initial deductions and HEFCE responded partially to the University's concerns correcting incorrect calculations in some categories, resulting in the reinstatement of the original deduction but with some subsequent smaller deductions from the University's funding allocations in other categories.

(b) QAA Institutional Audit Briefing

REPORTED: (by the Vice-Chancellor)

That the pre-audit visit by the QAA was scheduled for 7 to 9 October 2008 with the full Audit visit to take place from 10 to 14 November 2008.

(c) National Student Survey 2008

REPORTED: (by the Vice-Chancellor)

- (i) That there had been an overall improvement in the University's results, noting that further analysis for and by departments would take place over the coming weeks.
- (ii) That further work would be required in particular on feedback and assessment, to achieve the University's aim of receiving scores of 90% satisfaction or above in all categories.

(d) National and International League Tables

REPORTED: (by the Vice-Chancellor)

- (i) That the University's position in the Shanghai Jiao Tong league table had improved immensely from 246<sup>th</sup> to 196<sup>th</sup> place due, in particular, to an increase in the total number of highly cited researchers at Warwick.
- (ii) That Warwick had risen to 6<sup>th</sup> place in the Times University Guide.

(e) Admissions 2008 Update

REPORTED: (by the Academic Registrar)

- (i) That the significant overshoot seen in the overseas undergraduate intake was common across Russell Group institutions, noting that the impact of the reduction in choices on the UCAS form from 6 to 5 was considered as a potential cause.
  - (ii) That overall the latest undergraduate enrolment figures indicated a good take up rate against the increased targets in the Five Year Plan.
  - (iii) That the postgraduate intake was projected to be slightly under or close to target if the year-round recruitment was similar to last year, noting that the postgraduate population was more difficult to project at this stage than undergraduate numbers.
- (f) IGGY Summer U
  - (g) Policy Update: DARO (Matched Funding Update)
  - (h) HEFCE Circular 18/2008: Changes to Funding Priorities 2008-11
  - (i) Universities' UK Letter Regarding Points Based Immigration System
  - (j) Access Agreement Monitoring 2007/08 – OFFA
  - (k) New Financial Procedures 1 (Conflicts of Interest) and 10 (Private Outside Work)
  - (l) Degree Ceremonies
  - (m) TeachFirst Proposal
  - (n) Warwick Medical School: Academic Health Science Centre Update
  - (o) Policy Update: Library Issues
  - (p) Policy Update: International Issues
  - (q) Policy Update: Institute of Advanced Studies (IAS)
  - (r) UUK I-Note I/08/056: Darzi Next Stage Review
  - (s) The Wolfson Foundation
  - (t) UUK I-Note I/08/071: Variable Tuition Fees in England – Impact on Students and HEIs
  - (u) HEFCE Circular 15/2008: Single Conversation Accountability Process for 2008
  - (v) Information From IUSS Session Evidencing the QAA Report on Standards at Universities
  - (w) UUK I-Note I/08/051: The Future Shape and Size of the HE Sector in the UK
  - (x) Emeritus Professor Michael Mallet
  - (y) Opening of Warwick DigiLab
  - (z) University Open Day
  - (aa) HEFCE Response to the Report of the Quality Assurance Framework Review Group: Phase 3
  - (bb) Birthday Honours List 2009
  - (cc) HEFCE Report on Summer Schools 2008/11
  - (dd) Medical Research Council Bid for Centre of Excellence in Virology
  - (ee) Summary of Recent DTC Bids
  - (ff) HEFCE Consultation on Sustainable Development in Higher Education
  - (gg) DIUS 'Higher Education at Work' Consultation Response
  - (hh) University Response to Consultation on 'Prosperous Places: Taking Forward the Review of the Sub-National Economic Development and Regeneration'
  - (ii) University Response to UUK Innovation Index Project
  - (jj) UUK I-Note I/08/60: FCO Review of Academic Technology Approval Scheme (ATAS)
  - (kk) Letter from the FCO Regarding Scholarship Funding

- (ll) List of Institutions Selected for REF Pilot Exercise
- (mm) OECD GSF Guidance for International Research Agreements
- (nn) HEFCE Report on HE-Business and Community Interaction Survey 2006/07
- (oo) UUK I-Note I/08/052: JISC Repositories Briefing Papers
- (pp) UUK I-Note I/08/053: National Audit Office Report –Widening Participation in HE
- (qq) UUK I-Note I/08/067: 14-19 Curriculum Reforms Update
- (rr) UUK I-Note I/08/65: Delivery Partnership – Consultation Outcomes on Admissions
- (ss) Europe Note E/08/04: New Team of Bologna Experts Announced
- (tt) UUK I-Note I/08/059: Copyright Licence for the UK HE Sector
- (uu) Advantage West Midlands 2007/08 Annual Review
- (vv) Speech by West Midlands Minister, Liam Byrne MP, on Regional Achievements ‘One Year On’
- (ww) New Chief Executive for Coventry City Council

13/08-09 University Committee Structures and Membership of Senate Committees

CONSIDERED:

- (a) Proposed revisions to University Committee Structures and to the constitutions of Committees of the Senate (S.3/08-09).
- (b) The appointment of the Committees of the Senate for the 2008/2009 academic year (S.4/08-09).

REPORTED: (by the Vice-Chancellor)

- (a) That there were no substantive changes to the University Committee Structures and the constitutions of the committees of the Senate currently being proposed, noting that a review of the University’s governance arrangements would be undertaken this year involving colleagues with experience in this area and developments would be reported to the Senate as appropriate.

(by the Deputy Registrar)

- (b) That he wished to record thanks to those members of the University community playing an active part in University Committees this year.
- (c) That there were several appointments to Senate committees still to be confirmed as shown in S.4/08-09, noting that the Steering Committee would approve these on behalf of the Senate during the Autumn term with a report coming to the December meeting of the Senate for information.
- (d) That members of the Senate were welcome to nominate colleagues or to express their interest in being appointed to one of the vacant positions as highlighted in S.4/08-09 to the Deputy Registrar’s Office.
- (e) That under the governance review, the possibility of the Senate and the Council considering committee memberships prior to the end of the Summer Term would be explored as it would allow any outstanding appointments to be finalised prior to the start of the new academic year.

- (f) That the forthcoming governance review would aim to protect the principles of the University's governance arrangements and committee systems but apply them to the context for the University going forward.

14/08-09 Academic Redundancy Process

CONSIDERED:

A paper outlining proposals for amending the redundancy process for academic staff with indefinite contracts (S.5/08-09).

REPORTED: (by the Deputy Registrar)

That, in line with the recommendations made by the Council previously, the revisions sought to improve the efficiency of the current redundancy process with regards to the timeliness of resolution for the employee concerned without altering the way in which the University managed the ending of employment and that no amendments to University Statutes were being proposed in this regard.

RECOMMENDED: (to the Council)

That the amendments to the redundancy process for Academic Staff with indefinite contracts be approved as set out in S.5/08-09, including in particular:

- (i) The nomination of a pool Redundancy Committee members to be called on in an 'if required' basis.
- (ii) Authorisation of the Chair of the Council to determine whether a redundancy situation exists.

RESOLVED:

That, should the Council approved the proposals as set out in S.5/08-09, the Vice-Chancellor, on behalf of the Senate, would approve members of the Senate to serve in the 'pool' for the Redundancy Committee.

15/08-09 Revised Personal Tutor System Guidelines

CONSIDERED:

A paper outlining revised guidelines for the Personal Tutor System from the University Senior Tutor (S.6/08-09).

REPORTED: (by the Deputy Registrar)

That the guidelines were designed so that the University Senior Tutor could make minor amendments and updates to this guidance as necessary without requiring the approval of the Senate, noting that any substantial changes in content or focus would be brought forward for the consideration of the Senate.

RESOLVED:

- (a) That the revised guidelines for the Personal Tutor System be approved as set out in S.6/08-09.

- (b) That the guidelines be circulated by Student Services to Heads of Department and Personal Tutors following this meeting of the Senate.

16/08-09 Amendments to University Regulations

CONSIDERED:

Proposed amendments to University Regulation 34 on Fitness to Practise (S.7/08-09).

REPORTED: (by the Deputy Registrar)

That a review of all student-facing regulations would be undertaken during the 2008/09 academic year with revisions presented to the Senate in three instalments with the intention of revising all relevant regulations by the start of 2009/10.

RECOMMENDED: (to the Council)

- (a) That the revisions to Regulation 34 on Fitness to Practise be approved as set out in S.7/08-09 subject to the following amendment:

Paragraph 5 (b) (addition underlined):

“To suspend the registration of the student or withhold the award of the student for a period of normally no longer than 60 days until additional evidence is available, in which case the Committee will reconvene to consider the evidence. “

- (b) That, as a consequence to the revisions to Regulation 34, the constitution of the Fitness to Practise Committee Panel (MA/SW, PGCE and Dip) be revised to include 6 members appointed by the Senate on the recommendation of each of the Head of the School of Health and Social Studies, Director of the Institute of Education and the Director of the Centre for Lifelong Learning.

17/08-09 Awards and Distinctions

RECEIVED:

A paper setting out Awards and Distinctions that have been conferred upon members of the University since the last meeting of the Senate held on 2 July 2008 (S.8/08-09).

18/08-09 Report from the University Health and Safety Executive Committee

RECEIVED:

A report from the University Health and Safety Executive Committee (S.9/08-09) and its resolutions recorded under the following items:

- (a) Leading Health and Safety at Work
- (b) Report from the New Director of Health and Safety
- (c) Summary of Recent Accidents and Incidents
- (d) Review of Work Related Stress
- (e) Enforcing Agencies



19/08-09 Revision to Constitution of the Centre for Translation and Comparative Cultural Studies

REPORTED:

- (a) That the Vice-Chancellor, on behalf of the Senate, approved a minor revision to the constitution of the Centre for Translation and Comparative Cultural Studies subsequent to the meeting of the Senate held on 18 June 2008. (minute 83(b)/07-08 refers)

Note: That further discussions were taking place relating to potential revisions to the constitution of the Centre for Translation and Comparative Cultural Studies and that the implementation of the changes approved had been suspended until further consideration of the Board of the Faculty of Arts occurred.

20/08-09 Emeritus Professorship

REPORTED:

That the Vice-Chancellor, on behalf of the Senate, had approved that Professor Gordon Gemmill from the Warwick Business School be awarded the status of Emeritus Professor with effect from his retirement on 31 August 2008.

KMS/YSW/JF/shared/senate/2008-2009/minutes/01Oct08mins  
01/10/08