

UNIVERSITY OF WARWICK

SENATE

Minutes of the meeting held on Wednesday, 5 October 2016

- Present: Vice-Chancellor (in the Chair), Professor M Balasubramanian, Professor D Branch, Dr D Britnell, Professor S Bruzzi, Professor A Clarke, Ms S Crookes, Professor A Dowd, Professor C Ennew, Professor M Freely, Professor S Gilson, Professor L Gracia, Mr R Green, Professor L Green (from item 12), Professor F Griffiths, Dr G Hartshorne, Professor C Hughes, Mrs K Hughes, Professor S Jacka, Professor D Leadley, Professor G Lindsay, Professor A Lockett, Professor J Millar, Professor J Palmowski, Professor R Probert, Professor A Reeve, Professor L Roberts, Professor P Roberts, Professor A Rodger, Professor M Shipman, Professor J Solomos, Professor C Sparrow, Professor H Spencer-Oatey Professor S Swain, Dr T van Rens, Dr N Whybrow.
- Apologies: Professor A Cooley, Professor C Davis, Professor Christina Hughes, Professor Christopher Hughes, Professor S Kumar, Professor K Seers, Professor P Thomas, Professor L Young.
- In attendance: Academic Registrar, Administrative Officer (Academic Registrar's Office), Deputy Academic Registrar, Director of Strategy, Group Finance Director, Registrar, Dean of the Warwick in California Graduate School, Professor D Lamburn (for 1, 9, 12, 13 & 14/16-17 only).

1/16-17 Revised HEFCE Operating Model for Quality Assessment

REPORTED:

- (a) That the Higher Education Funding Council for England had published its revised operating model for quality assessment in March 2016;
- (b) That the new operating model included an enhanced role for governing bodies in providing assurances about the quality of education provision, including a requirement for the University Council to submit, on an annual basis, assurances about the continuous improvement of the student academic experience and student outcomes, and the reliability of degree standards;
- (c) That confirmation had been received from the HEFCE on 22 August that such assurances would need to be submitted to it by 1 December 2016.

CONSIDERED:

- (d) A report from Professor Christina Hughes, Pro-Vice-Chancellor (Teaching and Learning), setting out the basis on which the Council would be invited, at its meeting in November, to consider the submission of these assurances (S.1/16-17), together with an oral report from Professor David Lamburn.

- (e) In response to an observation from Professor Amanda Dowd, that whilst the University's internal review process was quinquennial, it would still be possible to reference previous reviews in annual submissions to the HEFCE and that an issue arising from the forthcoming Institutional Teaching and Learning Review (ITLR) might be that consideration be given to a 'staggered' approach to departmental review across the same period.
- (f) An observation from Professor Saul Jacka, that the ITLR 2011 had been commended in the University's last QAA Institutional Review and, whilst entailing a great deal of work, had been favoured by departments who considered it a well-structured and effective process which had led to specific focus being given to matters of teaching and learning across the institution in a way that was particularly helpful.
- (g) An observation from Professor Andrew Reeve, that the Faculty engagements had also been particularly productive and had led to a number of institutional innovations and other developments that were readily identifiable.
- (h) In response to an observation from Professor Lesley Roberts, that she was aware of the significant logistical complexities of the ITLR having the potential to hamper the effectiveness of its delivery, that it would be important to ensure that processes were robust.

RESOLVED:

That the report be approved as set out in paper S.1/16-17 and recommended to the Council as the basis on which assurances be provided to the HEFCE by 1 December 2016, relating to the quality and standards of the University's taught provision and the quality of the student experience.

2/16-17 Minutes

RESOLVED:

That the minutes of the meeting of the Senate held on 27 June 2016 be approved.

3/16-17 Matters Arising on the Minutes

RECEIVED:

A paper from the Secretary reporting back on matters arising from the meeting of the Senate held on 27 June 2016 (S.2/16-17).

4/16-17 Membership and Terms of Reference of the Senate

RECEIVED:

The Membership and Terms of Reference of the Senate for the academic year 2016/17, (S.3/16-17).

5/16-17 Procedure for proposing a revision to a recommendation of the Senate

RECEIVED:

The 'Procedure for proposing a revision to a recommendation of the Senate', (S.4/16-17).

RESOLVED:

In response to a query from Professor Saul Jacka, that information relating to means of bringing business to meetings of the Senate would be incorporated within the document.

6/16-17 Conflicts of Interest

REPORTED:

That, should any members or attendees of the Senate have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK, available at <http://www.hefce.ac.uk/pubs/year/2009/200914/>

7/16-17 Vice-Chancellor's Business: Professor Christopher Hughes

RECEIVED:

An oral report from the Vice-Chancellor confirming the appointment of Professor Christopher Hughes as Pro-Vice-Chancellor (Education) with effect from 1 November 2016.

RESOLVED:

That the congratulations of the Senate be extended to Professor Hughes on his appointment.

8/16-17 Vice-Chancellor's Business: Warwick Welcome Week

RECEIVED:

An oral report from the Vice-Chancellor noting that the Academic Registrar would be presenting a paper on the proposed Warwick Welcome Week to Faculty Boards during the autumn term with a view to it being considered by the Senate at its meeting on 1 February 2017.

9/16-17 Vice-Chancellor's Business: Pulse Staff Survey

RECEIVED:

An oral report from the Vice-Chancellor on the Working Group being established to review the role and membership of the Assembly, including the relationship between the Assembly and the Senate, noting that a paper would be brought forward for consideration to either the February or March meeting of the Senate.

10/16-17 Vice-Chancellor's Business: Arrivals Weekend

An oral report from the Vice-Chancellor extending his thanks to the many staff having contributed to making arrivals Weekend such a success, noting the huge progress having been made with the welcome and enrolment experience, whilst recognising the significant traffic difficulties that had been experienced at certain times which would be borne in mind when planning Warwick Welcome Week activities.

11/16-17 Vice-Chancellor's Business: Conservative Party Conference

RECEIVED:

An oral report from the Vice-Chancellor noting:

- (a) That there was to be a move to a concept of an industrial strategy with science innovation at the fore and that science infrastructure investment was likely to be announced in the Autumn Statement, which was welcome news for the University;
- (b) That there was a more positive feeling around devolution in the West Midlands currently and that the skills agenda would be locally-controlled and resourced, which would provide a positive opportunities for engagement with funding partners;
- (c) That the HEI bill was believed to be subject to significant amendment following its reading the House of Lords and that UUK had engaged effectively on behalf of universities to drive change;
- (d) That the way in which universities had been linked to the schools agenda by the Government had been unfortunate and overlooked existing university liaison with the school sector but that there would be an opportunity to advance Warwick's position through consultation;
- (e) That under the TEF, institutions would be ranked as gold, silver or bronze, and that in the light of recent policy statements by Amber Rudd, it was likely that this categorisation would have implications for international student recruitment not merely in reputational terms, but also insofar as it appeared that not all HEIs would be permitted to recruit from overseas, noting significant drivers for reducing the number of international students entering the UK on student visas;
- (f) In response to a comment from Professor Lesley Roberts that there was a planned increase in the number of training places for doctors and that the University would need to be in a position to respond positively to this opportunity.

12/16-17 Registrar's Business: New Organisational Structure for the Administration

RECEIVED:

An oral report from the Registrar noting that information on the new organisation of the administration would shortly be published on Insite, see <http://www2.warwick.ac.uk/services/vco/exec/professionalserviceschanges/>

CONSIDERED:

- (a) An oral report from the Provost updating members of the Senate on developments regarding California, indicating that the contextual paper from the Senior Assistant Registrar (Strategic Programme Delivery) setting out the context for the approval of new Masters awards in California, (S.5/16-17{restricted}) was to note and explicitly thanking Ailsa Chambers, Professor Seán Hand and Professor Saul Jacka for their respective contributions.
- (b) An Academic Freedom policy and Statement on Freedom of Expression for the University of Warwick in California from the Provost, (S.19/16-17 {restricted}).
 - (i) In response to a query from the Director of Strategy, that if there was a challenge to the Academic Freedom policy, it would be directed to the University of Warwick in California.
 - (ii) In response to a query from Professor Dan Branch, that work relating to California continued on the basis of cost-neutrality to the Warwick campus.
- (c) A paper brought forward on behalf of the Academic Quality and Standards Committee proposing two new awards; a Master of Science in Data Analytics (awarded jointly with University of Warwick in California) and a Master of Science in Behavioral and Economic Science (awarded jointly with University of Warwick in California), (S.6/16-17, {restricted}) together with an oral report from Professor David Lamburn noting that these variants of existing Warwick courses were to be offered jointly; that course specifications had been re-focused to indicate how learning outcomes would be delivered and to align with US accreditation requirements.
 - (i) In response to a comment from Professor Aileen Clarke regarding ongoing quality assurance processes for these courses, that whilst joint courses would usually be considered by the Collaborative, Flexible and Distributed Learning Sub-Committee, there would need to be integrated processes including Faculty input.
- (d) In response to a comment from Professor Andrew Lockett, that departments would be grateful for advance notice of requests to support cross-faculty communications and liaison, that Professor Seán Hand had spoken to Chairs of Faculty Boards and would attend Faculty Board meeting in the Autumn Term to discuss related matters.

RESOLVED:

- (a) That the Academic Freedom policy and Statement on Freedom of Expression for the University of Warwick in California be approved (S.19/16-17 {restricted}).
- (b) That the two joint degree courses; a Master of Science in Data Analytics (awarded jointly with University of Warwick in California) and a Master of Science in Behavioral and Economic Science (to be awarded jointly with University of Warwick in California), (S.6/16-17, {restricted}) be approved and that particular thanks be extended to Professor Cathia Jenainati for her work in this area.

14/16-17 *Brexit

CONSIDERED:

A report from the Pro-Vice-Chancellor (External Engagement) and the Academic Registrar setting out steps taken to mitigate the impact of the decision taken in the referendum held on 23 June 2016 to leave the European Union and the developing agenda in which the University is engaged related to the decision, (S.7/16-17 {restricted}), noting;

- (a) That recent discussions with the Minister of State for Universities, Science, Research and Innovation had demonstrated his understanding of the need for global connectivity, collaborators and to maintain the attractiveness of the UK for EU staff and students.
- (b) That further events involving the Guild of European Research-Intensive Universities, due to launch on 23 November 2016, were planned for 2017, and this was a way of continuing to engage with Brussels policy-makers.

REPORTED (by the Academic Registrar):

- (c) In response to comments regarding the need for clarity around tuition fees for 2017 entrants, that fees would not be an issue so long as the UK remained part of the EU, but that no advice on the eligibility of EU students for fee loans had been received, noting that once students started on a new EU fee level, they would remain at that level.

REPORTED (by the Vice-Chancellor):

- (d) In response to questions raised by Professors Branch and Leadley regarding what practical steps were being taken to provide support and advice for EU nationals who were members of staff (and their partners and families), that the University had been preparing advice but was awaiting a more conclusive pronouncement from government as to whether existing staff would be permitted to stay in the UK without restriction.

15/16-17 *Student Admissions Update

RECEIVED:

A paper from the Director of Student Recruitment Outreach and Admissions, together with an oral report from the Academic Registrar, setting out the University's current position with respect to student admissions for the academic year 2016-17 (S.8/16-17 {restricted}) noting;

- (a) That overall undergraduate student numbers were above target and postgraduate numbers were below; that the proportion of students received via Adjustment was declining year on year and that for the first time, the University had exceeded its target for students from low participation neighbourhoods.
- (b) In response to an observation from Professor Lesley Roberts regarding the regarding figures for the Medical School, that further support would be offered following the meeting in order to ensure that student numbers had been appropriately represented in the report.

- (c) In response to a query from Professor Jacka relating to admissions to WBS courses, that numbers were spread across programmes and as a consequence there shouldn't be any specific impacts, noting that WBS targets had been adjusted mid-year.

REPORTED (by the Vice-Chancellor):

- (d) In response to a comment from Dr Nat Shiers raising concerns regarding overshoots in departmental admissions, that changes in targets did need to be communicated appropriately, and that an additional 1,000 bedrooms would be made available to Warwick students entering in October 2017.

REPORTED (by the Group Finance Director):

- (e) That a close review was underway of late enrolments and 'no-shows' in order that students who were currently doubled-up in campus accommodation could be re-located into vacant accommodation at the earliest possible opportunity.

16/16-17 *Results of Student Surveys

CONSIDERED:

- (a) A paper summarising the University's results in three sector-wide student surveys. (S.9/16-17 {restricted}), together with an oral report from Professor David Lamburn, noting:
 - (i) That the University had recently been made aware of revisions to NSS questions and that the majority of these would change for 2017;
 - (ii) That in the NSS overall satisfaction rates had increased, but the University's ranking for both learning resources, and assessment and feedback had fallen away.
 - (iii) That six departments had significant numbers of students and that downward trends in satisfaction in these departments had an institution-wide effect;
 - (iv) That postgraduate students were likely to be included in the TEF by 2019, and a new survey would be developed which would be more like the NSS.
 - (v) That overall reported satisfaction levels reported through the PTES had declined, with specific issues raised including class sizes, contact hours, criteria for marking and supervision of PhDs.
- (b) Observations from Professor Andrew Reeve that some of the issues affecting NSS outcomes could only be addressed at University level, for instance study space; that the Students' Union's 24-hour Library campaign might have negatively affected students' view of facilities and that study space could be an increasing source of discontent as student numbers continued to grow.
- (c) Observations from Professor Jan Palmowski that the Library had invested heavily in finding out how the postgraduate community could best be served and that scrutiny had already been brought to bear on how to drive up participation in PTES, noting that a much richer picture would need to be

gleaned ahead of the 2019 TEF.

- (d) Concern from Professor Alison Rodger, that few students would have a reliable means of comparing Warwick with other HEIs and that setting students' expectations clearly from the point of admission was critical, a point endorsed by Professor David Leadley noting that the scores in surveys reflected a gap between students' expectations and reality, and that he would urge departments to communicate clearly with students.
- (e) An observation from Professor Saul Jacka that students should be more frequently invited to share their thoughts on what they want, rather than being told by staff and that it was now time to consider an alternative approach to delivering positive outcomes.
- (f) A comment from Ms Hope Worsdale, that the Students' Union had surveyed students' experience of study space, finding that seven out of eight had experienced difficulty in finding study space on campus; she thus urged the University to include the Students' Union in plans regarding growing the amount of study space available.
- (g) A comment from Professor Amanda Dowd that the majority of postgraduate taught students were non-native English speakers and might need support to understand the precise meaning of survey questions.
- (h) An observation from Professor Penny Roberts that there was a perception amongst students of a lack of equity in relation to space available to postgraduate students in academic departments, and hence it was important to take into account what students actually considered to be appropriate study space.
- (i) Related comments from Professor Simon Gilson noting that whilst there was currently variation between space allocations to doctoral students, space norms were increasingly being enacted through new build on campus that would address un-evenness over time.

17/16-17 *Regulation 29, Regulations Covering Meetings on University Premises

CONSIDERED:

- (a) A paper from the Director of Strategy proposing changes to Regulation 29, Regulations Covering Meetings on University Premises (S.20/16-17) {restricted} noting;
 - (i) That following comments from the Senate, Regulation 29 had been substantially re-worked to improve the University's approach and to demonstrate its commitment to freedom of speech and should provide greater procedural clarity.
 - (ii) That the new, better-defined external speaker consideration, undertaken jointly with the Students' Union, had now been in operation for more than a year.
 - (iii) That in the new regulation, the basis for which was that everyone should benefit from freedom to speak on campus, processes were now in place to enable events to be well supported.

- (iv) That under the new regulation, University, Students' Union and conference Centre events were treated separately.
- (b) An observation from Dr Nat Shiers, that the documents contained gendered language which he considered should be avoided, that he would be grateful if these points could be addressed before the regulation was finalised.
- (c) In response to a query from Professor Lesley Roberts, as to whether the procedures extended to virtual spaces, e.g. webinars, that 'University Premises' should be interpreted in the broadest possible sense, including virtual environments.

RESOLVED:

That the revised Regulation 29 Regulations Covering Meetings on University Premises (S.20/16-17) {restricted} be approved as set out in paper S.20/16-17.

18/16-17 *Establishment of a Department of Foundation Studies

CONSIDERED:

- (a) A report from the Academic Registrar and the Interim Director of the International Foundation Programme, together with an oral report from the Academic Registrar, setting out changes to the management, leadership and organisational structures for the IFP, including the IFP Board, (S.10/16-17 {restricted}), noting;
 - (i) That the IFP had previously been taught by partner colleges but that following a recent re-tendering process the University had been apprised that the successful partner no longer had the right to sponsor international students; it had therefore been necessary to bring the programme in-house, but it was felt that that this would be advantageous in responding to wider institutional aspirations for the Programme.
 - (ii) A new department, Warwick Foundation Studies, was proposed, since the IFP did not fit well into existing departmental provision as the provision was at sub-degree level, and whilst previously administered from the Academic Registrar's Office, now needed to be engaged with academic structures.
- (b) An observation from Professor David Lamburn that this would be a strategically important development, since it had the potential to deliver students to courses which were currently struggling to recruit and to strengthen the University's Widening Participation performance.
- (c) A comment by Professor Saul Jacka that he welcomed the development, since it would support intelligent students to achieve highly who would otherwise not have an opportunity to study at degree level.
- (d) An observation from Professor Helen Spencer-Oatey that discussions would be required with the British Council in order to secure recognition of this new tranche of students, as they were not included within existing arrangements.

- (e) An observation from Mrs Shirley Crookes that the new intake would pose distinct challenges for Well-being Support Services, noting the group's slightly younger average age than typical undergraduate students.
- (f) In response to a query from Professor Amanda Dowd relating to the department's location in the Faculty of Social Sciences, that the majority of students enrolled on the programme read subjects from the Faculty of Social Sciences, but that input from colleagues from relevant disciplines would be required in relation to future development.

REPORTED (by the Vice-Chancellor):

- (g) In response to a query from Professor Maureen Freely, that any department wishing to explore setting up a foundation course, should contact Professor Maria Luddy, the acting Head of the new department of Warwick Foundation Studies, to whom thanks were due for agreeing to act.
- (h) In response to a comment from Professor Saul Jacka, that it would be important for other Faculties to be consulted as required, that a stakeholder steering group had been created to fulfil this role with respect to the School for Cross-Faculty Studies, and that there should be a report to the meeting of Senate held on 1 February regarding how links with other Faculties were being created.
- (i) In response to a query from Dr Nat Shiers, as to whether there was anything that the University could learn from the experience of the partner institution not being approved to sponsor overseas students, that it would not have been possible to deduce that this was a potential area of concern with UKVI through the tender process.

REPORTED (by the Academic Registrar):

- (j) In response to a comment from Professor David Leadley that younger students on campus could raise issue, that the matter had been considered in some depth, noting that the Scottish HE system was able to manage large numbers of younger students, and that the majority of IFP students would be seventeen years old on entry and would turn eighteen before the end of the academic year of study at Warwick.

RESOLVED:

That the proposed department, 'Warwick Foundation Studies' (S.10/16-17 {restricted}) be approved, together with associated amendments to Ordinance 7, set out in paper S.74/15-16.

19/16-17 *Report from the Steering Committee

RECEIVED:

A report from the Steering Committee, (S.11/16-17 {restricted}), noting that there had been a change in the format of reports from the Steering Committee to the Senate.

REPORTED (by the Academic Registrar):

- (a) That under Government plans it would be possible to increase tuition fees for home undergraduate students to £9,250 p.a. from entry 2017, noting that the Students' Union was opposed to any increase and that this point would be discussed at the forthcoming meeting of the Finance and General Purposes Committee and subsequently at the meeting of the Council on 20 October 2016.
- (b) In response to a query from Dr Nat Shiers relating to the HEFCE's assessment of the University's Prevent Duty Monitoring Detailed Assessment and the management of multi-faith rooms in the Chaplaincy, that the Vice-Chancellor would shortly be convening a meeting of the Reference Group arising from the meeting of the University Council meeting which had debated Prevent at which there would be involvement from the Anti-Racism and Islamic Societies and the Chaplaincy.

RESOLVED:

That the membership of the Steering Committee for the academic year 2016-17 be approved as set out in the report from the Steering Committee, (S.11/16-17 {restricted}).

20/16-17 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 27 June 2016, (S.12/16-17).

21/16-17 Nomination of the Non-Academic Member of Staff on the Council

REPORTED (by the Vice-Chancellor):

- (a) That Ms Andrea Pulford, Planning and Operations Director (Warwick Arts Centre) had been selected to serve as the non-academic members of staff on the University Council for the period 2016-2019.
- (b) In response to a query from Professor Saul Jacka as to whether the Council contained members offering sufficient depth of knowledge in matters relating to teaching and learning, that Dr Deborah Keith offered some expertise in this area but the issue was under review.

22/16-17 Vice-Chancellor's Action:

RECEIVED:

A paper setting out actions undertaken by the Vice-Chancellor on behalf of the Senate since its last meeting, (S.13/16-17)

23/16-17 Revisions to Ordinances and Regulations

CONSIDERED:

- (a) Proposed amendments to Ordinance 7, on the Constitution of the Boards of the Faculties, for the second time (S.74/15-16).

RESOLVED:

That the proposed amendments to Ordinance 7, on the Constitution of the Boards of the Faculties be approved as set out in paper S.74/15-16.

- (b) Proposed amendments to Ordinance 13, on Degrees and Diplomas, for the first time (S.14/16-17).

RESOLVED:

That the proposed amendments to Ordinance 13, on Degrees and Diplomas be noted as set out in paper S.14/16-17.

- (c) A paper from the Academic Registrar proposing revisions to Regulation 28 Covering Intellectual Property Rights in order to clarify the regulation and therefore ensure compliance with advice from the Competition and Markets Authority regarding consumer protection law (S.15/16-17).

RESOLVED:

That the proposed amendments to Regulation 28 Covering Intellectual Property Rights be approved as set out in paper S.15/16-17.

- (d) A paper from the Pro-Vice-Chancellor (Teaching and Learning) proposing revisions to Regulation 34, Regulation for the Determination of Fitness to Practise, concerning membership changes and the development of an appeals procedure at F1 stage, as a result of Senate's approval of proposed amendments included in a paper (S.75/15-16 {Part 1}) from the Academic and Quality Standards Committee at its meeting of 27 June 2016 (S.16/16-17), online.

RESOLVED:

That the proposed amendments to Regulation 34, Regulation for the Determination of Fitness to Practise be approved as set out in paper S.16/16-17.

24/16-17 Constitution and Membership of Senate Committees

TO RECEIVE:

A paper setting out changes to the membership of Senate committees for the academic year 2016-17 along with minor changes to the constitution of several committees (S.17/16-17).

RESOLVED:

That the membership of the committees of the Senate for 2016/17, and the proposed constitutional changes be approved as set out in paper S.17/15-16, and that on behalf of the Senate, the Steering Committee consider any further Senate committee appointments for the academic year 2016/17.

REPORTED:

That an induction event for incoming members of Senate committees was held on 26th September 2016, presentations for which could be accessed at <http://www2.warwick.ac.uk/services/gov/committees/induction2016>

25/16-17 Student and alumni deaths

REPORTED:

That the University had been informed of the deaths of the following colleagues associated with the University and alumni since the last meeting of the Senate held on 27 June 2016:

Students:

Ms Simi Sahota, BSc Biomedical Sciences (third year student)
Mr David Snowdon, BA Social Studies (part-time) (first year student)
Mr Shivraj Naskar, BSc Accounting and Finance (third year student)

Alumni:

Mr David Brian Lambert, Post-Experience Certificate in Engineering Business Management 1993-1995
Mr John Hathaway BA in Social Studies 2001-2009
Mr Peter Wedderburn BSc in Mathematics 1969 – 1972
Mrs Joan Winifred Walker BEd 1977

26/16-17 Date of the next meeting

REPORTED:

That the next meeting of the Senate would be held at 2.00pm on Wednesday 1 February 2017 in the Council Chamber, Senate House.

*** Denotes a restricted paper, confidential to members and attendees of the Senate.**