UNIVERSITY OF WARWICK **SENATE** PUBLIC MINUTES OF THE MEETING HELD 14:00, WEDNESDAY 17 MARCH 2021 **VIA MICROSOFT TEAMS** Vice-Chancellor (Chair) **Present Professor Stuart Croft** SC Representative of the Board of the Faculty of Arts Professor Katherine Astbury KΑ JB Dr Jane Bryan Representative of the Assembly Megan Clarke MC Education Officer of the Students' Union **Professor David Davies** DD Representative of the Board of the Faculty of Science, Engineering & Medicine (SEM) Shingai Dzumbira SD Postgraduate Officer of the Students' Union **Professor Chris Ennew** CE Provost Professor John Forster JF Representative of the Board of the Faculty of SEM Dr Rebecca Freeman RF Dean of Students Professor Lorenzo Frigerio LF Representative of the Board of the Faculty of Social Sciences Professor John Greenlees JG Representative of the Board of the Faculty of SEM Pro-Vice-Chancellor (Education) **Professor Chris Hughes** CH Professor Kate Ireland Representative of the Board of the Faculty of Social Sciences ΚI Professor Saul Jacka Representative of the Assembly SJ Professor Virinder Kalra VK Representative of the Board of the Faculty of Social Sciences (until partway through item 080b) Representative of the Board of the Faculty of SEM Professor Rebecca Kearney RK Professor Ranko Lazic RL Representative of the Board of the Faculty of SEM **Professor David Leadley** DL Representative of the Board of the Faculty of SEM **Professor Andrew Lockett** ΑL Representative of the Board of the Faculty of Social Sciences **Professor Noortje Marres** NM Representative of the Board of the Faculty of Social Sciences (from item 065) Professor Emma Mason ΕM Representative of the Board of the Faculty of Arts Luke Mepham President of the Students' Union LM **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** ΖN Representative of the Board of the Faculty of Arts **Professor Matt Nudds** MNChair, Faculty of Social Sciences Representative of the Board of the Faculty of Arts (from item Dr Stéphanie Panichelli-Batalla **SPB** 065) LP Professor Lorenzo Pericolo Representative of the Board of the Faculty of Arts Professor Fabienne Peter FΡ Representative of the Board of the Faculty of Social Sciences PR **Professor Penny Roberts** Chair, Faculty of Arts Dr Gavin Schwartz-Leeper **GSL** Representative of the Assembly **Professor Mike Shipman** Pro-Vice-Chancellor (International) MS Academic Director (Graduate Studies) and Chair of the Board of **Professor Colin Sparrow** CS **Graduate Studies Professor Simon Swain** SS Academic Vice-President Representative of the Board of the Faculty of SEM **Professor David Towers** DT Paul Trimmer Representative of the Assembly PT Professor Ema Ushioda EU Representative of the Board of the Faculty of Social Sciences Professor Azrini Wahidin ΑW Representative of the Board of the Faculty of Social Sciences Dr Naomi Waltham-Smith **NWS** Representative of the Assembly Representative of the Board of the Faculty of SEM **Professor Derrick Watson** DW Jenny Wheeler JW Representative of the Assembly Assistant Registrar (Governance) (minute taker) **Attending** Sophie Black SB Professor Gill Cooke GC Observing Rosie Drinkwater RD **Group Finance Director**

Penny Hewitt	PH	Admin Assistant (Council Committees & Governance) (tech
		support)
Maureen McLaughlin	MMc	Director of Education Policy and Quality (Assistant Secretary)
Tony Pauley	TP	Chief Information and Digital Officer (for item 067)
Rachel Sandby-Thomas	RST	Registrar (Secretary)
Andrew Smith	AS	Finance Director (for item 064)
Dr Chris Twine	СТ	Academic Registrar

NOTE: Some items are noted as "Exempt information not included" as they contain information that would be withheld from release to the public because an exemption under the Freedom of Information Act 2000 applies.

Ref	Item		
059	Welcome and Apologies for absence		
	Apologies for absence were received from Professor Daniel Branch, Robin Green, Professor Sudhesh Kumar and Professor Pam Thomas.		
	The Chair welcomed all and Professor Gill Cooke (Engineering) who observed the meeting.		
	The Senate acknowledged the year anniversary since the last "physical" meeting of the Senate. The Chair confirmed that due to the ongoing pandemic and government restrictions, the meetings of the Senate would be held online as the default.		
	Note : The Chair confirmed that item 072: Report from the Academic Quality and Standards Committee had been brought above the line for discussion, at the request of Jenny Wheeler.		
060	Declarations of Interest		
	No new conflicts of interest were declared.		
061	Minutes of meeting held on 27 January 2021		
	The minutes of the meeting held on 27 January 2021 (061-S170321, Protected) were approved subject to amendments to item 039b Report from the Assembly meeting on 15 December 2020 (i.e. to specify that three motions were considered by the Assembly, two in advance and one at the meeting, and to include summary information on the motions).		
062	Matters arising from meeting held on 27 January 2021		
	a) Update on Policy on the Recording of Lectures		
	The Senate noted that the recent development of the "Policy on the Recording of Lectures by Students" had been undertaken with input and participation from colleagues in Wellbeing and Disability Services to ensure that the needs of students would be appropriately met.		
	The Policy would be monitored for its efficacy and impact on the student learning experience over its initial year of operation, so that any unforeseen adverse outcomes could be addressed.		
	The Director of Education Policy and Quality additionally reported that the Policy focussed specifically on lectures, given the greater complexity around recording discursive activities such as seminars which involved input from a larger group of people (e.g. permissions from everyone to record etc.). Perspectives relating to staff Intellectual Property had also been considered, i.e. that what is presented for recording purposes is the prepared and original work of academic colleagues.		
	The Policy had been revised since the last meeting of the Senate to take account of comments made regarding suitability and would therefore be taken forward for publication.		
	Chair's Update		
063	Chair's Rusiness		

063 Chair's Business

The Senate received and noted the report (063-S170321, Protected) providing updates from the Chair under the following headings:

- Campus reopening
- Institutional news

- Awards and Promotions
- Professional Services Structural Update

The Chair additionally reported as follows:

• Vice-Provost and Chair of the Faculty of Social Sciences

Professor Nick Vaughan-Williams would take up the role of Vice-Provost and Chair of the Faculty of Social Sciences in the summer when Professor Matt Nudds stepped down. The appointment would be from 1 August 2021 for an initial period of three years.

• Students' Union Election Results

The Chair congratulated Shingai Dzumbira, current Postgraduate Officer of the Students' Union and SU President elect, following the announcement of the results of the 2021 Warwick SU Spring Elections.

Strategic Items

064 Financial Update – Spring 2021

The Senate received and noted the University Financial Plan 2020 (041-S270121, Protected, as previously circulated and approved by Council on 18 November 2020) as well as a presentation from the Group Finance Director providing an update on the year-end out turn for 2019-20, the five-year plan and the latest financial forecasts.

Note: The Chair confirmed that the presentation part of this item would be recorded to enable wider communication of the update.

Key highlights from the presentation were as follows:

- [Exempt information not included]
- The 2021 financial planning round would still require careful considerations around costs, to ensure value to Warwick students and staff.

Thanks were expressed to all staff for their financially prudent contributions, as the University emerged from the crisis in sound financial shape.

Senators also noted the University's position as second lowest in terms of recently published sector figures on student withdrawals from courses, this being a testament to the effort and resilience of Warwick students and the support from staff.

Substantive Items/Governance

065 **Education Update**

The Pro-Vice-Chancellor (Education) and Director of Education Policy and Quality presented the report (065-S170321, Protected).

The Pro-Vice-Chancellor (Education) noted that the recently announced extremely positive continuation rates of Warwick students, in the face of challenges posed by the ongoing pandemic, were a tribute to the hard work of staff and students and expressed thanks on behalf of the Education Executive.

Updates were provided on the range of activities led by and within the remit of Education Executive since January 2021, under the following headings:

- Looking to Term 3 and ahead to 2021-22
 - o It was planned to "activate campus" during Term 3, as government restrictions eased and students could return to campus in greater numbers, by providing as many face-to-face opportunities as safely as possible, with a focus on social learning and departmental community interactions.
 - o The tier framework for the delivery of teaching, learning and assessment would be carried forward into Term 1 of 2021-22 as it was likely that some COVID-19 restrictions might remain in place.
 - Through TEG and other activities, good practice was being identified and lessons learned from the move to blended and online learning in the current year. This would be revisited later in the year

and support and guidance would be developed by the Education Executive to assist departments as plans commenced for the next academic year and beyond.

- Teaching Excellence Group (TEG) process update 2020/21
 - Thanks were extended to colleagues in academic departments for their contributions to the TEG process, with 24 meetings having taken place to date.
 - The excellent and constructive student participation was noted. This would continue to be built into the process going forward.
 - The TEG cycle was anticipated to be completed by early in the summer term and a wash-up meeting would be held on completion of the process to identify key learning headlines.
- Update on Teaching Excellence and Student Outcomes Framework (TEF) developments
 - o Following the Office for Students consultation on quality and standards, it was anticipated that implementation of the new TEF might be delayed a little.
 - The report from the Pearce review of the TEF included several interesting insights and a focus on more evidence-based outcomes, with recommendations around statistical improvements and expectations on institutions to articulate and measure educational outcomes and learning.
 Professor Jonathan Forster's contribution to the review as a member of the advisory group was acknowledged.
- The Marks Management Manual had been published in February and provided advice and guidance to support academic departments with marks management, using Tabula and SITS and the operation of exam board processes.
- The Self Certification Portal had been developed and implemented in mid-February to provide further support for students and staff in the registration and management of self-certification requests. Thanks were extended to the Education and Postgraduate Officers of the Students' Union for their contribution to the development of the portal.
- The Dean of Students (DoS) provided an update on work undertaken by the DoS Office:
 - The DoSO had worked in collaboration with Wellbeing Services to offer additional training sessions to personal tutors, focused on specific areas of personal tutoring practice. The sessions had been well attended and would inform the development of the future offering of personal tutor training.
 - Training had been developed for chairs of Mitigating Circumstances Panels to ensure clarity about the process.
 - As part of the Community Values Education Programme, Active Bystander training had been delivered to over 1000 Year 1 students across 28 departments during Terms 1 and 2. An expansion of the sessions was planned and a consideration of ways in which to embed the longer programme into provision across departments. Active work was ongoing with the SU to deliver the full Active Bystander programme to representatives of Sports and Societies Executives in Term 3.
- The Academic Director (Graduate Studies) provided an update from the Doctoral College:
 - Funding for extensions and COVID-19 hardship awards, as well as the incredible support from departments and Directors of Graduate Studies, had benefitted continuing and new Postgraduate Research (PGR) students over the past year. The ongoing stress and impact of the pandemic on PGR students was however highlighted.
 - During 2021/22, the Doctoral College would be embarking on a programme of developing support for greater equality, diversity, and inclusion, as well as employability skills and career opportunities for the PGR community.
 - o Future plans would also include ongoing conversations around the strategic importance of the University's PGR programme and how to best to support and optimise this, with the establishment of the Doctoral College seen as a positive step over recent years.

The importance of defining more clearly the strategic ambitions around the PGR programme at Warwick was highlighted. It was confirmed that progressing these discussions would continue to form part of the remit of the Academic Director (Doctoral College). This would be picked up again by the new Academic Director as Professor Colin Sparrow stepped back from the role in September 2021, having provided leadership and support for innovation in the Doctoral College for the previous four years.

Members acknowledged the significant and ongoing impacts of the pandemic on the mental health of the Warwick community, as well as the effects of the lack of personal interactions over the past year. While it was hoped that the University could begin to increase face-to-face interactions, a certain level of caution would still be required during early 2021-22.

The need for prompt communications to applicants and offer holders around plans for the next academic year was highlighted and this would be progressed as part of wider communications plans.

In terms of co-curricular plans for Term 3 2021, members welcomed plans around student volunteering and invited further updates at a future meeting.

ACTION: Update on volunteering at Warwick to be brought to a future Senate meeting.

066 Research Update

The Deputy Pro-Vice-Chancellor (Research) presented the report (066-S170321, Protected) providing an update on research activities since the last meeting of the Senate, under the following headings:

- Update from the Knowledge Exchange Concordat Steering Committee
- Update from the Research Culture Committee
 - The RCC had held its inaugural meeting on 14 December 2020, which had included an introduction to the external environment and a wide-ranging discussion on the internal context, including ideas about sharing best practice, developing research values, and exploring research leadership
- Update on the 'Concordat to support the career development of researchers'
- Update on the Alan Turing Institute
 - Warwick was one of the five founder universities of the Alan Turing Institute and over time, its involvement had grown. The University enjoyed a high level of engagement with the Institute in terms of both research activity and influence.
 - o A proposal for "Turing 2.0" had been made to government for an expanded level of support for the Institute to extend its reach and more fully execute its role of being a truly national institute for AI.
- Establishment of a new Category III University Research Centre (Quantitative and Political Economy Research Centre)
- Triennial review of University Research Centres
- Dis-establishment of a University Research Centre (Warwick Industrial Biotechnology and Biorefining (WIBB))
- Dis-establishment of a University Research Centre (Warwick Data Science Institute (WDSI))

In relation to the proposed dis-establishment of the Warwick Data Science Institute (WDSI), Senators requested that the Research Committee reconsider/postpone the disestablishment until after REF, with a transition period to be built in to allow for an effective transition to "Warwick Data". The importance of clear communications on the transition to "Warwick Data" was also highlighted.

The Senate noted the approaching REF submission date and thanks were expressed to all departments for their efforts and contributions.

DECISIONS: The Senate approved:

- 1) The establishment of the Quantitative and Political Economy Research Centre.
- 2) The continuation of the following Research Centres:
 - Yesu Persaud Centre for Caribbean Studies

- European History Research Centre
- Centre for Mechanochemical Cell Biology (CMCB);
- Warwick Centre for Applied Health Research and Delivery (W-CAHRD) renamed 'Warwick Centre for Global Health'
- Centre for Operational Policing Research (COPR)
- Connecting Research on Employment and Work (CREW)
- Criminal Justice Centre
- Centre for Law Governance and Regulation of the Global Economy (GLOBE)
- Centre for Research in Economic Theory and Applications (CRETA)
- Centre for the Study of Globalisation and Regionalisation (CSGR)
- 3) The dis-establishment of the Warwick Industrial Biotechnology and Biorefining (WIBB)

ACTION: Research Committee to reconsider/postpone the disestablishment of the Warwick Data Science Institute (WDSI)) until after REF, with a transition period to be built in to allow for an effective transition to "Warwick Data", as well as a clear communication plan on the transition.

067 Review of Information Management Policies

The Chief Information and Digital Officer presented the report (067-S170321, Protected) from the six-month review of the Information Management Policy Framework, following discussion by the Policy Oversight Group (POG). The following key points were highlighted:

- Following Senate approval of the IM Policy Framework in July 2020, the policies had been published on the intranet and were in use across the University.
- There had been no reported issues in relation to the operation of the policies during the period.
- A significant amount of work remained to develop the Standard Operating Procedures and guidance, as referenced in the policies, in order to embed the detail.
- The Security and Information Management team would continue to work with colleagues in Equality,
 Diversity and Inclusion to develop Equality Impact Assessments for the IM Policy Framework.
- A further report would be made to POG with recommendations on the outstanding policy comments and the inclusion of the EIAs at its 17 June meeting.

Senators highlighted the importance of maintaining active communications regarding the policies and their operationalisation.

068 Update on Academic Partnership Agreement with University College Birmingham

The Pro-Vice-Chancellor (Education) and the Director of Education Policy and Quality presented the report (068-S170321, Protected) with the following key points:

- A number of meetings had taken place between academic and professional colleagues of the two
 institutions to discuss academic and operational developments to underpin the development of the
 partnership agreement. Senior members of UCB had attended meetings of the Partnerships Committee
 and Council during February.
- Work was progressing to finalising the Institutional Agreement, to be considered by the University Executive Board in due course, prior to partnership and course approval over the next few months.
- In order to provide strategic oversight and management of the academic partnership, terms of reference and membership of a Joint Accreditation Board, comprising senior academic and key professional colleagues from each institution, were in the process of being finalised ahead of the agreement.

Members highlighted the importance of making the most of opportunities within academic departments as well as exploring the potential for student representation within partnership governance structures. The Senate was assured that wider impacts, operational details and a mechanism for systematic engagement would be looked at as part of next steps, following identification of common agendas and finalisation of the Institutional Agreement.

	ACTION: Further update on the Academic Partnership Agreement with University College Birmingham to be presented at the next meeting of the Senate.
	Items below this line were for receipt and/or approval, without discussion.
069	Substantive Items / Governance II
069	Chair's Action Report The report (069-S170321, Protected) was received and noted.
070	Senate Meeting Dates for 2021/22
070	The report (070-S170321, Public) was received and noted.
071	Revisions to Regulations
071	a) Revisions to Regulation 8 for First Degrees
	The report (071a-S170321, Public) was received and noted.
	DECISION: The Senate approved the revisions to Regulation 8 for First Degrees (section 8.3 and 8.10).
	b) Revisions to Regulation 43: Governing Undergraduate Degree Apprenticeships
	The report (071b-S170321, Public) was received and noted.
	DECISION: The Senate approved the revisions to Regulation 43 Governing Undergraduate Degree Apprenticeships.
	Committee Reports
072	Report from the Academic Quality and Standards Committee
	Note: This item was brought above the line for discussion at the meeting.
	The Director of Education Policy and Quality presented the report (072-S170321, Public) setting out a number of recommendations for approval from AQSC relating to:
	 Proposed revisions to the Terms of Reference of Faculty Education Committees
	 Proposed amendments to Assessment Policy - Convention O: Examination Methods
	It was agreed that a further amendment be included as part of the proposed revisions to the Assessment Policy - Convention O: Examination Methods, in order to align with the more recent definition of open book assessments.
	DECISIONS: The Senate approved :
	 The proposed revisions to the Terms of Reference of Faculty Education Committees (Appendix 1, 072- S170321, Public).
	 The proposed amendments to the Assessment Policy - Convention O: Examination Methods (Appendix 2, 072-S130321, Public) subject to the further revision agreed at the meeting.
073	Report from the Academic Staff Committee
	The report (073-S170321, Protected) was received and noted.
074	Report from the Education Committee
	The report (074-S170321, Protected) was received and noted.
075	Report from the Research Governance and Ethics Committee
	The report (075-S170321, Protected) was received and noted.
076	Proposed Revisions to the Terms of Reference of the Senate Sub-Group
	DECISION: The Senate approved the revised terms of reference and membership for the Senate Sub-Group, as set out in 076-S170321, Public, for implementation with immediate effect for the 2021 examination cycle.

077	Report from the Social Inclusion Committee	
	The report (077-S170321, Protected) was received and noted.	
078	Report from the University Executive Board	
	The report (078-S170321, Protected) was received and noted.	
	Other	
079	Student and Alumni Deaths	
	The report (079-S170321, Public) was received and noted.	
080	Any other business	
	a) Formal Response to Assembly Motions	
	Dr Gavin Schwartz-Leeper, on behalf of the Senate Assembly representatives, noted that although the content of the motions brought to the Assembly meeting in December 2020 was now out of date, comments had been received from Assembly members that a formal response had not been received.	
	b) Academic Freedom	
	[Exempt information not included]	
	It was agreed that a working group of elected members of Senate could usefully be brought together to take forward [Exempt information not included] discussions and propose next steps on discussions relating to academic freedom and free speech, including the definition of antisemitism and issues around harassment on campus.	
	ACTION: A working group of elected members of Senate to be convened to take forward next steps on discussions relating to academic freedom, free speech and related definitions e.g. antisemitism and issues around harassment on campus, to be brought back to full Senate at a later date.	

Next meeting: 14:00, Wednesday 16 June 2021

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
2019-20			
034 – Report from the	ACTION: A project plan would be developed which would	PTi, tbc	In progress
Education Committee	include further consultation with the Faculty of Arts and presented to the Senate at a future meeting to assist the implementation of the Warwick Core Skills framework and an update on progress provided by the end of the academic year.		
106a - Information	ACTION 1: Equality Impact Assessment statement to be	Tony Pauley, asap	In progress
Management Policies	added to all the Policies.		
and Regulation 31			
106b – Revisions to Reg	ACTION 1: A report on Student Conduct to be presented to	Helen Knee,	Scheduled
27 On-Campus	the Senate annually.	October 2020	
Residential	ACTION 2: A review to be undertaken of University policy	Helen Knee, Jane	Ongoing
Accommodation and	and process relating to student drug use and possession.	Bryan, asap	
Reg 23 Student			
Disciplinary Offences			
111a – Revisions to Reg	ACTION : Review of the examination regulations and	Academic	Ongoing
10 on Examinations and	guidance to be undertaken by the Academic Integrity Sub-	Integrity Sub-	
Reg 11 Procedure to be	group and reported back in due course.	group, via	
Adopted in the Event of		Maureen	
Suspected Cheating in a		McLaughlin and	
University Test		EPQ, Tbc	

2020-21			
034 – Education Update	ACTION: Doctoral College to strengthen efforts in informing PGR students of the range of advice and support available.	Academic Registrar, Academic Director (Graduate Studies), Asap	Complete
045 – Report from the Academic Quality and Standards Committee	ACTION 1 : Further work to be carried out on the Policy on Recording of Lectures by Students, to ensure no adverse impacts on disabled students.	Director of Education Policy and Quality	Complete
	ACTION 2 : Mitigating circumstances policy to be reviewed to ensure no adverse impacts on disabled students.	Director of Education Policy and Quality, Asap	Ongoing
065 – Education Update	ACTION: Update on volunteering at Warwick to be brought to a future Senate meeting.	Maureen McLaughlin to Roberta Wooldridge Smith	To be scheduled
066 – Research Update	DECISION 1: The Senate approved the establishment of the Quantitative and Political Economy Research Centre. DECISION 2: The Senate approved the continuation of the following Research Centres: • Yesu Persaud Centre for Caribbean Studies • European History Research Centre • Centre for Mechanochemical Cell Biology (CMCB); • Warwick Centre for Applied Health Research and Delivery (W-CAHRD) renamed 'Warwick Centre for Global Health' • Centre for Operational Policing Research (COPR) • Connecting Research on Employment and Work (CREW) • Criminal Justice Centre • Centre for Law Governance and Regulation of the Global Economy (GLOBE) • Centre for Research in Economic Theory and Applications (CRETA) • Centre for the Study of Globalisation and Regionalisation (CSGR) DECISION 3: The Senate approved the dis-establishment of the Warwick Industrial Biotechnology and Biorefining (WIBB). ACTION: Research Committee to reconsider/postpone the disestablishment of the Warwick Data Science Institute (WDSI)) until after REF, with a transition period to be built in to allow for an effective transition to "Warwick Data", as		
068 – Update on Academic Partnership Agreement with UCB	well as a clear communication plan on the transition. ACTION: Further update on the Academic Partnership Agreement with University College Birmingham to be presented at the next meeting of the Senate.	Chris Hughes, Maureen McLaughlin	To be scheduled
071a - Revisions to Reg 8 for First Degrees 071b - Revisions to Reg 43: Governing	 DECISION: The Senate approved the revisions to Regulation and 8.10). DECISION: The Senate approved the revisions to Regulation Degree Apprenticeships. 		
Undergraduate Degree Apprenticeships 072 – Report from the Academic Quality and Standards Committee	DECISION 1: The Senate approved the proposed revisions to the Terms of Reference of Faculty Education Committees (Appendix 1, 072-S170321, Public). DECISION 2: The Senate approved the proposed amendments to the Assessment Policy - Convention O: Examination Methods (Appendix 2, 072-S130321, Public) subject to the further revision agreed at the meeting.		

076 – Proposed Revisions to the Terms	DECISION: The Senate approved the revised terms of reference and membership for the Senate Sub-Group, as set out in 076-S170321, Public, for implementation with immediate		
of Reference of the Senate Sub-Group	effect for the 2021 examination cycle.		
Senate Sub-Group			
080b – AOB: Academic	ACTION: A working group of elected members of Senate to	Gavin Schwartz-	
Freedom	be convened to take forward next steps on discussions	Leeper, Dr Naomi	
	relating to academic freedom, free speech and related	Waltham-Smith,	
	definitions e.g. antisemitism and issues around harassment	Saul Jacka, early	
	on campus, to be brought back to full Senate at a later	in early in Term 3	
	date.	2021	