

Minutes (unrestricted)

Meeting title: Senate

Date: Wednesday, 18 June 2014

Time: 2.15 pm

Location: The Senate Room, George Thomas Building, Highfield campus

The Vice-Chancellor (*in the Chair*), Provost and Deputy Vice-Chancellor Wheeler, Pro Vice-Chancellor Neill, Pro Vice-Chancellor Spearing, Dr F Bishop, Dr G Brambilla, Dr F Cagampang, Professor P Charles, Dr T Chown, Ms J Calvert, Dr S Colley, Professor S Cox, Professor Dame Jessica Corner, Dr S Curtis, Dr A M Drummond, Professor J Falkingham, Mr P Fraser-Mackenzie, Mr P Gibbs, Mr D Gilani*, Dr I Golosnoy, Dr A M Gravell, Dr H M Haitchi, Ms T Harrison (*Registrar*), Dr R Hempel, Dr A Hickman, Mr A L Hill, Ms J Hjalmarsson, Professor J W Holloway, Dr C Holmes, Dr C W Jackson, Dr W Lawrence, Professor T G Leighton, Dr B Lwaleed, Professor D P McGhee, Dr J Madsen, Dr N Maguire, Professor K Martinez, Mr D Mendoza-Wolfson*, Professor R Mills, Dr E Morris, Professor G Niblo, Dr D Nicole, Ms N Passmore, Dr R Polfreman, Dr K Poore, Professor C Pope, Dr R Primorac, Ms J C Savidge, Dr J Skidmore, Ms L Stobseth-Brown, Dr R Tare, Dr J Teeling, Dr N Tzavidis, Dr J Watson, Professor N White, Dr Y Xiong, Mr E Zaluska,

By invitation Mr D Spalinger, Director of Research and Innovation Services;
Dr V Korzeniowska, Assistant Director (Quality and Standards) in Student and Academic Administration (for item 8); and
Mr S Chisnall, Director of Strategy and Planning (for item 9)

In attendance Ms C J Gamble

(* Member of Senate not present for the restricted items.)

Presentations

Research and Enterprise

The Director of Research and Innovation Services, Mr Spalinger, gave a presentation on research and enterprise activities and plans. The presentation was focused on:

- The priorities identified in the University's Vision 2020 Strategy: growing and diversifying research income; sustaining excellence and enhancing interdisciplinary impact; ensuring continued availability of, and access to, world-leading facilities; sustaining and building the Enterprise Ecosystem; and enhancing the communication of, and engagement in respect of, the social and economic impact of research.

The University would continue to focus on enhancing research performance and developing effective links with industry in a number of key sectors.

- The University's total research income during a period of ten years from 2002/03 to 2012/13 compared with selected peer group institutions, and the different sources of funding.
- A number of the key highlights during the year which included: the Engineering and Physical Sciences Research Council's renewal its Framework Agreement with the University for a further three-year period; and the increased level of research which had risen by £15.7 m from £85.7 m in 2012/13 to £101.4 m in 2013/14.

- An update on the development of the Boldrewood Innovation campus. Lloyd's Register planned to relocate to the campus over the summer months.
- The achievements in the area of enterprise where the income generated had reached £75.5 m during 2012/13. The University was ranked fourth amongst its comparators.
- Compliance with the Research Integrity Concordat which had been signed in 2012 by the Higher Education Funding Council for England (HEFCE) and UK research funders.

The Vice-Chancellor emphasized that the University sought to be successful in attracting research funding awards and fellowships in all disciplines across the institution. It would continue to benchmark its achievements against the best institutions in the UK and internationally.

The Vice-Chancellor thanked Mr Spalinger for his presentation.

[A copy of the presentation is available on the SUSSED group site for members of Senate.]

Internationalization and overseas initiatives

Pro Vice-Chancellor Spearing presented his overview under the following headings:

Strategy update

The key objectives of the International Strategy remained attracting the best international staff and students; conducting high quality international research; establishing global partnerships; offering a curriculum with a strong international content, alongside opportunities via exchange and study abroad programmes; and creating a world-wide network of alumni.

Metrics for the University's international activities

The University was ranked 19th in the UK for international research income; tenth for EU funding and tenth for funding from the UK Research Councils.

30 per cent of the University's students were from outside the UK. An increasing number of UK students were gaining experience abroad via mobility programmes.

52 per cent of papers published in 2013 by University of Southampton authors were written with international partners.

The academic staff were well-connected internationally but more could be done to raise awareness of this and by so doing build the University's reputation.

Partnership highlights

Pro Vice-Chancellor Spearing singled out the partnership with Dalian Polytechnic University which had been running for three years; the University of Southampton Malaysia Campus (USMC) which had been set up two years ago; the World-Wide Universities' Network as part of which the University was the lead in the 'grand challenge' areas of Public Health and Adapting to Climate Change; and the arrangements with Xiamen University to develop the academic profile of its staff.

Personal reflections

Pro Vice-Chancellor Spearing offered his personal reflections on the past year. In the sector the University was competing to be a world-class institution which by definition was international in outlook. The University was a strong institution but, notwithstanding what had been achieved, promoting itself continued to be important and everyone had role to play in this.

In response to a question about the possibility of setting up other overseas campuses, the Vice-Chancellor stated that the priority in the strategy was to build a portfolio of partnerships rather than focusing on the development of another campus abroad. It was important as an institution to be sufficiently agile to be able to respond to opportunities as they appeared, recognizing that many opportunities arose at the grass roots level between individual academics or groups of academics working across institutions. This partnership model had proved to be successful.

The Vice-Chancellor thanked Pro Vice-Chancellor Spearing for this presentation.

[A copy of the presentation would be made available on the SUSSED group site for Senate members. The two slides that had been shown during the presentation without some of the figures or details on the tables would be corrected in the version on the group site.]

51 **Obituary**

The Vice-Chancellor announced with regret the death of:

Dr Brian Webb, Research and Innovation Services: 27 March 2014; and
Dr Julie Campbell, English, Faculty of Humanities: 21 May 2014.

He asked members of Senate to stand for a minute's silence as a mark of respect.

52 **Minutes of meeting held on 26 February 2014**

The Vice-Chancellor reported that the names of three Senators had been added to the attendance section of the minutes since the unconfirmed minutes had been circulated: Professor Moon, Dr Poore and Dr Stevenage.

The members approved the minutes of the meeting held on 26 February 2014 for signing by the Vice-Chancellor.

53 **Matters arising**

Senate members on Council (Minute 38)

The Vice-Chancellor reported that the Senate Nominating Committee had met in early June and that its recommendations were presented under Agendum 14.

54 **The Vice-Chancellor's report and University Executive Group (UEG) discussions**

Received The Vice-Chancellor's report on recent activities, together with a summary of University Executive Group (UEG) discussions.

The Vice-Chancellor drew attention to a number of the items in his report, including:

- *Student recruitment*

The Vice-Chancellor stated that in respect of undergraduate student recruitment for 2014/15 attention was currently focused on optimizing the conversion of offers to firm acceptances.

Looking ahead to 2015/16, he highlighted the measures that would be introduced to ensure that the University was well-prepared for the changes which were anticipated when the cap on student numbers was removed.

- *National Physical Laboratory*

Following an invitation from the Department for Business, Innovation and Skills, the University had submitted a bid in April 2014 for a partnership with the National Physical Laboratory. The University had been disappointed to learn in May 2014 that its bid had not been successful. The Vice-Chancellor said he would keep Senate informed of any feedback received from the Department about its decision.

- *League tables*

The Vice-Chancellor was pleased to report that the University's ranking had risen in the *Complete University Guide 2015* and the *Guardian University Guide 2015*. The *QS World University Rankings 2013/14* listed 14 of the academic subjects taught at the University in the top 100.

- *Review of leadership, governance and management*

Following the departure of the Chief Operating Officer to join a new NHS initiative, it had been agreed that a review of leadership, governance and management was timely. This would be

completed by an independent consultant over the summer. The process to appoint Mr Ace's successor would be postponed until the review had been considered by the University Executive Group.

- *Local Enterprise Partnership (LEP)*

The report outlined the development of the Solent Local Enterprise Partnership Strategic Economic Plan, in particular the creation of a National Large Structures Composites Centre in the Solent region, which had been earmarked as a priority, and the University's involvement with the LEP.

- *Office of Fair Trading (OFT)*

The report summarized the outcome of the OFT's report on competition in higher education and the results of its investigation into practices in some universities which prevented students from graduating or progressing to a subsequent academic year of a programme of study if they had what were called 'non-academic debts'. The OFT's investigation was one of the items discussed in the report from the Academic Quality and Standards Committee presented to Senate under Agendum 15.4.

- *Awards, prizes and honours*

The Vice-Chancellor drew attention to the list of individuals who had received awards or had been elected as Fellows of academic academies.

The Vice-Chancellor said that he was delighted to announce that Professor Corner and Professor Kelly had been recognized in the Queen's Birthday Honours: Professor Corner had been appointed a Dame Commander of the Order of the British Empire for services to healthcare research and education, and Professor Kelly had been awarded an OBE in recognition of services to higher education and European cooperation.

Noted The report and the summary of UEG discussions.

55 **Report from the President of the Students' Union**

Received A report from the President of the Students' Union on the Union's recent activities.

Mr Gilani, the President of the Union, presented his report to Senate, highlighting:

- *Red Brick research*

The Students' Union was preparing to draw up its next long-term strategy document to continue the plans that had been established up to 2015. Part of the consultative work would be undertaken by the research company *Red Brick*.

- *24-hour Library pilot*

One of the campaigns led by the Vice-President (Education) was the pilot to extend the Library's opening hours to all-day opening during the summer examination period. The Union had increased the safety bus service over this period to ensure that, whatever time students chose to use the Library, transport was available to take them home after they left the Library.

- *Removing hidden course costs*

Preparations were under way to launch a campaign to bring together all the information that was needed in order to calculate the costs of studying at the University, over and above the fee for tuition. This initiative would build on the work that had been done some years previously by the Academic Registrar. The information would be published for (prospective) students.

- *Collaborative projects with the University*

The areas singled out in the report were: the Southampton Access Agreement; the housing guarantor scheme which was nearing completion; the 'Time to Change' pledge in respect of mental health; the Sports Activation bid; and the setting up of a postgraduate research (PGR) network in parallel to the University's support for postgraduate researchers.

- *Excellence in Teaching Awards*

The *Excellence in Teaching Awards* had been run again this year. Over 500 nominations had been received from students who had voted for academic and support staff who had been outstanding. The Union was planning to work with the winners of the awards to create a video series to showcase their teaching.

The Vice-Chancellor thanked Mr Gilani for his final report to Senate as President of the Students' Union. On behalf of Senators, he thanked Mr Gilani for all his work during the year. A most effective partnership had been established and he looked forward to continuing this strong relationship with the incoming President, Mr David Mendoza-Wolfson, whom he congratulated on his new role.

Noted The report from the President of the Students' Union.

56 **Senate question time**

The Vice-Chancellor stated that he had received one question which was:

'It is recognized that Senate is responsible for academic matters rather than finance. However, the need to generate an operating surplus is putting increasing pressure on Faculties. This leads to the question: how much surplus is a realistic target for us without affecting the quality of our education (and research, and reputation)?'

The Vice-Chancellor invited the Provost and Deputy Vice-Chancellor to present the response that had been prepared.

The Provost gave a presentation which set out the financial background in the context of the University's plans. (The data had been drawn from the 2012/13 financial statements of UK institutions and related HESA (Higher Education Statistical Agency) data.) He reminded Senators of the fact that institutions no longer received a HEFCE annual capital grant. He outlined some of the developments and events which would affect the sector to a greater or lesser extent in the future, namely the removal of the cap on student numbers, the emergence of private institutions, the General Election in May 2015 and international uncertainties.

Referring to the financial health of the institution, the Provost stated that for the University to grow and prosper it needed to deliver a surplus of 5% of its total income, limit its expenditure and ensure a good cash flow. A surplus of 5% (the sector mean) was considered to be essential to replace the lost capital income from HEFCE and to invest in the infrastructure required to improve the delivery of education, the student experience and research in order to attract the best students and staff and to remain competitive and financially resilient. What emerged from the data were questions about how the University could operate more efficiently and how the institution could organize its academic programmes, and supporting services, to achieve that goal.

In discussion, Senators raised the following points:

- In terms of achieving the desired surplus, it might be more useful to focus on increasing or generating income rather than tightening the expenditure on staffing levels.
- Increasing class sizes might not enhance the student experience and could result in the University's reputation suffering which in turn would affect recruitment.
- The Provost suggested that there were areas where more income could be generated and these areas should be explored. This would present a challenge not only for the University but for other research-intensive Russell Group institutions.
- Responding to a question about reflecting on past strategic decisions, the Vice-Chancellor highlighted the University's decision to monitor closely the changes that had been anticipated when the level of tuition fees had been increased in 2012/13 rather than reacting hastily at an early stage in a developing situation. The financial consequences of the under-recruitment in that year would take three years to work through. He acknowledged that lessons had been learned about the need for a strong underlying business and the importance of making progressive and incremental adjustments in response to an unpredictable student market.

The Provost added that the University was prudently managed and this had enabled it to absorb the financial consequences of the shortfall in student numbers that year. What was important now for the institution was that the issues that were emerging about financial sustainability were being discussed widely, and at length, with the Faculties as part of the business planning round. The data he had presented had been shared with the Faculties and it was via this route that it would be made available to Senators should they wish to view it again.

The Vice-Chancellor thanked Senators for their comments and observations and encouraged members to continue to forward questions to him on matters they wished to raise that fell to Senate as the principal academic body.

Noted The questions and answers during Senate question time.

57 **Quality Assurance Agency's Higher Education Review**

Received A copy of the draft Self-Evaluation Document (SED), marked 'confidential', which was being prepared for the Higher Education Review (HER) by the Quality Assurance Agency (QAA) in February 2015, together with a covering sheet which invited Senate to consider a series of questions about the content of the document.

The Vice-Chancellor reminded Senators of the importance of Senate's role in quality assurance on behalf of the University, and its specific role in the development and approval of the Self-Evaluation Document.

Pro Vice-Chancellor Neill drew attention to the main points in the covering sheet which prefaced the document. It was a working document which would be revised and refined over the summer following comments from across the University community. The draft before Senate incorporated contributions from a range of academic and Professional Services colleagues, including members of the Academic Quality and Standards Committee, and external critical friends. It was presented in the format required by the Quality Assurance Agency.

Dr Korzeniowska summarized the preparations that were in train for the HER and invited Senators to comment on the content of the document, in particular whether the sections clearly demonstrated how the University met the expectations in the Quality Code and whether additional features of good practice should be included, and on the tone of the draft, specifically whether the level of self-criticism and evaluation was appropriate.

During the discussion of the SED, a number of comments and observations were made, including the following:

- Dr Korzeniowska explained the preparations at Faculty level and outlined the information that was disseminated to members of academic staff. A schedule would be made available for each Dean.
- In response to a query about the induction of new academic staff who would join the University at the beginning of the 2014/15 academic year, Dr Korzeniowska confirmed she would give a presentation to that group on the HER.

The Vice-Chancellor thanked Senators for the points that they had raised. He encouraged them to forward any further detailed comments to Dr Korzeniowska directly. He undertook to remind Senators of the deadline to do this as this was a particularly busy period during the academic year.

Resolved That Dr Korzeniowska take the action agreed regarding the preparation of a schedule for Faculties and a presentation to new members of staff.

Noted The content of the draft Self-Evaluation Document and the date of the extraordinary meeting of Senate which would be held on 15 October 2014 when Senators would be invited to sign off the document for submission to the QAA.

58 **Update on the University Strategy**

Received A presentation given by the Director of Strategy and Planning on the University Strategy.

Mr Chisnall presented an update on the University Strategy in which he highlighted:

- The progress that had been made since February 2014: Council had approved Vision 2020 Strategy; business planning was under way; the Strategy Plans required to deliver Vision 2020 Strategy were being developed; and a series of Strategy Open Sessions had been organized.
- He reminded Senators of the Strategic Goals Map, and explained the Action Plan, the Project Register, the use of Key Performance Indicators and the Road Map.
- The current priorities, taken from the Strategic Goals Map, were the areas of student recruitment, institutional reputation, the business model and productivity, leadership, governance and management, and cultural and organizational change.
- The next steps included further discussions at Council about the Vision 2020 Plan, informing staff across the University of the Plan's content, and its implementation.

In discussion, the following comments were offered:

- The Strategy should reflect the *raison d'être* of the academic institution and the financial imperatives should be placed in that context.
- The higher education sector had changed remarkably over the last four decades. The approach to running institutions had evolved and one could argue that it had become increasingly corporate in style. In the light of this change in organizational management, did academic life still offer the possibility that small, individual initiatives could flourish? The Vice-Chancellor agreed that this was one of the most challenging aspects of running a university: managing the increasing number of external factors, which impinged on the sector, while safeguarding the ethos, culture and values of an academic institution. He proposed that the Strategy should support the range of initiatives: from high level, University-agreed undertakings to smaller scale projects championed by individuals within academic groups.
- Responding to a question about risk management, Mr Chisnell stated that an analysis of the work around the strategic initiatives had been done and plans had been drawn up to mitigate the risks that had been identified. Horizon scanning was undertaken in his office and the capacity to do that would be strengthened. When considering new projects, the University Executive Group would use the Road Map to determine whether there was scope to take on new developments.
- The removal of the cap on student numbers raised questions about how issues of diversity would be managed. Pro Vice-Chancellor Neill commented that investigative work needed to be undertaken to look at the expected consequences of increasing student cohorts.
- The importance of the use of the appropriate language in the Strategy document was underlined, particularly in those sections which discussed the organization, its culture and the staff. The Vice-Chancellor reassured Senators that the sensitivities were understood and had been taken into account in the drafting of the Human Resources/People Plan.

The Vice-Chancellor thanked Senators for their views and comments. Further updates would be presented during 2014/15 to keep Senate informed of the development of the Vision 2012 Plan and its implementation.

Noted The presentation on the University Strategy.

[A copy of the presentation is available on the SUSSED group site for Senate members.]

59 A new institution-wide personal tutor system

Received A report entitled 'Support and Advice for Students: outcomes of a review of the Personal Tutor System', prepared by the Student Support Working Group, dated June 2014, which explained how the current arrangements would be revised and refreshed and proposed a new system for introduction at the beginning of the academic year 2014/15.

Dr Drummond, the Academic Registrar, presented the report which proposed a single system for adoption by the Faculties and academic units which would give students, whatever their discipline, access to a baseline level of academic and pastoral support. The new system set out clearly the roles, responsibilities, and expectations of the parties involved: the Personal Academic Tutor (PAT), a new title

for those currently providing academic support within an academic unit, the Senior Tutor, who would have a broader support role than the PAT, and the students where guidance on their responsibilities would also be explained in the Student Charter. The new system would offer web-based resources which could be extended to include the provision of online briefings and training for tutors. It was intended that the new system would be monitored year-on-year by the Staff/Student Liaison Committees, reporting upwards through the University's committee structure.

Dr Drummond stated that the Working Group had consulted widely on the proposals at various stages before bringing its recommendations to Senate.

In considering the specific points in section 2 of the report, Senators offered a number of observations:

- Regarding the writing of references for students, it was questioned where there should be information on the circumstances when it would not be appropriate for academic staff to provide a reference. The Academic Registrar confirmed that she would look into this and ensure that whatever might be required in terms of including an explanatory text it would be consistent with statements in the Quality Handbook and the Fitness to Practise policy.
- The Academic Registrar confirmed that the Working Group had not discussed whether a cap should be set for the number of tutees an academic member of staff could be assigned. She commented that the workload allocation model would be one way of assessing what would be appropriate for a member of academic staff in a Faculty. The Vice-Chancellor suggested that the monitoring of the numbers of tutees per member of academic staff could be done prospectively.
- The new system would dovetail with the arrangements in place for the handling of academic appeals and complaints. However, the Academic Registrar stated that she would like to take the query about what information should be kept by the Personal Academic Tutor and the Senior Tutor outside the meeting. The proposals in the report did not cover this particular aspect and further consideration would be required to ascertain what details should be kept electronically while ensuring that academic staff would not be overloaded with the task. She would look into the matter and report back.

Senators endorsed the proposals in the report. The Vice-Chancellor thanked all those who had been involved in the work of bringing forward a revised Personal Tutor system:

- Resolved**
- (i) That the following be approved:
 - The revision of current systems to achieve a single and consistent institutional system of 'Personal Academic Tutors' and 'Senior Tutors';
 - The promotion of the system to all students and staff with effect from 2014/15;
 - The development of an online Handbook to provide resources for Personal Academic Tutors and Senior Tutors, and information for prospective and current students about the University-wide system;
 - The revision of the Student Charter to reflect the University's renewed commitment to a consistent system of Personal Academic Tutors;
 - Institutional support and coordination for peer mentoring/buddy schemes, building on the existing initiatives of Faculties and student societies, with the aim that every student coming to study at the University should have the opportunity to meet a student from another year group in his/her discipline who would be able to offer advice and guidance based on their own experience; and
 - Identification of an appropriate system to support the interactions between students and Tutors in the proposed Personal Academic Tutor system.
 - (ii) That the monitoring process should include the number of tutees per academic member of staff.
 - (iii) That the Academic Registrar consider the points raised about the writing of references for students and the appropriate level of record-keeping and report back to Senate at its next meeting.

Received A report from the Clerk to the Council on behalf of the Registrar on the abolition of the University Court, dated 18 June 2014.

The Registrar presented the report which set out the background to the proposal to abolish Court and detailed the process by which this would be achieved. She highlighted the steps that would be taken (section 4.3 of the report) and added that once the formal process had been completed the (former) members of Court would be notified. (They had been consulted on the University's intentions some years ago when the proposal had first been discussed and had supported it.)

Senators endorsed the recommendation presented in the report that the process leading to the abolition of Court should commence.

Resolved That the report's recommendation that the process leading to the abolition of the Court commence, as set out in section 4.3, be endorsed.

Noted The timetable for the presentation of the required revisions to the Charter, Statutes and Ordinances to Senate and Council (autumn/winter 2014) and thereafter to the Privy Council.

61 **The use of the doctoral title awarded to honorary graduates**

Received A report, prepared on behalf of the Registrar, on the use of honorary doctoral titles, dated 12 June 2014.

The Registrar presented the report which proposed that guidance should be given to honorary graduates on the styling of their honorary title and on the use of post-nominal letters. The proposals, if approved, would require some minor amendments to Ordinance 7.5, and these were set out in the annex to the report.

Resolved

- (i) That the recommendation in respect of guidelines for recipients of honorary degrees, as set out in the paper, be endorsed; that:
 - Honorary graduates may style their name using the doctoral title (Dr);
 - Within the University community, honorary graduates be addressed with that title, but externally there would be no such entitlement.
 - The post-nominal letters would take the form of, for example, *Hon DSc*.
- (ii) That the proposed revision of Ordinance 7.5, set out in the annex to the report, be endorsed and submitted to Council for approval at its meeting on 16 July 2014.

62 **Senate Nominating Committee: recommendation regarding the Senate member on Council**

Received A report from the Senate Nominating Committee on the appointment of a Senator to serve on Council to succeed Professors Falkingham and Smith on 1 August 2014.

[Before the report was presented, Professor Dame Jessica Corner was invited to leave the meeting for the duration of the discussion.]

Professor Niblo presented the report's recommendation and highlighted the matters which had been discussed by the Nominating Committee on which Senate's views were sought. In anticipation of Council reducing its overall membership in the near future, Senate was being invited to appoint one of its members to replace two Senators who would come to the end of their term on Council in July 2014.

Senators approved by acclamation the recommendation that Professor Dame Jessica Corner, Dean of Health Sciences, be appointed to serve on Council for a period of three years.

Regarding the Committee's initiatives to support the appointment process in the future, Senators endorsed all of them: the introduction of a session on the role of the governing body; the encouragement of the development of the skills set required in order to contribute to the work of senior University committees; and changes to the nomination process, in particular, candidates would be required to seek support from at least one Senator from outside their Faculty, and a University *curriculum vitae* would be requested.

The Vice-Chancellor stated that he would seek Council's agreement on the first point on the introduction of a session on the role of the governing body at Council's forthcoming meeting and would draw attention to the observation made in the report (section 3 iv) about the likelihood that the reduction in the size of Class 3 in the revised Council membership would limit what was possible to achieve in terms of diversity. He thanked the members of the Nominating Committee for their work.

- Resolved**
- (i) That the Nominating Committee's recommendation that Professor Dame Jessica Corner be appointed to serve on Council for a period of three years, commencing on 1 August 2014, be approved, subject to her continuing membership of Senate.
 - (ii) That the suggestions made to support the appointment process be endorsed, namely:
 - Subject to Council's agreement, the introduction of a session on the role of the governing body, to be held prior to a call for nominations.
 - The encouragement of the development of the appropriate skills set to equip members to contribute to the work of senior University committees through workshops which might be offered as part of the Senior Leadership Development Programme.
 - In future, candidates would be invited to seek support from outside their Faculty for their nomination and would provide a *curriculum vitae* in the University format with their application.

Noted The observation in the report that, in the revised Council membership, the reduction in Class 3 (Members appointed by Senate) to three members was likely to limit what was possible to achieve in terms of diversity in respect of the background and experience among Senators in this Class.

63 Academic Quality and Standards Committee

Received A covering report which highlighted the items brought forward by the Academic Quality and Standards Committee for endorsement by Senate, and listed others of particular interest, dated 13 June 2014, prepared on behalf of the Chair of the Committee, Pro Vice-Chancellor Neill.

Pro Vice-Chancellor Neill presented the summary of the items which were listed in the covering report. There were a number of matters which were submitted to Senate for approval and these would be highlighted under the individual reports.

63.1 Report from the meeting held on 19 February 2014

Received A report from the meeting of the Academic Quality and Standards Committee, held on 19 February 2014, presented by the Chair of the Committee, Pro Vice-Chancellor Neill.

Resolved That the amendments to the Regulations for members of staff in candidature for the degree of Doctor of Philosophy, part of the Higher Degree Regulations, published in Section V of the *University Calendar*, as set out in the Appendix 2 to the report, be approved.

Noted The discussions, and decisions, recorded in the report from the meeting of the Academic Quality and Standards Committee.

63.2 Report from the meeting held on 12 March 2014

Received A report from the meeting of the Academic Quality and Standards Committee, held on 12 March 2014, presented by Pro Vice-Chancellor Neill.

Noted The discussions, and decisions, recorded in the report from the meeting of the Academic Quality and Standards Committee.

63.3 Report from the meeting held on 14 May 2014

- Received** A report from the unconfirmed minutes of the meeting of the Academic Quality and Standards Committee, held on 14 May 2014, presented by Pro Vice-Chancellor Neill.
- Resolved**
- (i) That a new set of Regulations entitled 'Regulations Governing Special Considerations (including Deadline Extension Requests) for all Taught Programmes and Taught Assessed Components of Research' and the revisions to 'Regulations and Definitions Applying to Progression for all Credit-Bearing Programmes', as set out in Appendix 1, be approved.
 - (ii) That the Fitness to Study Policy, as set out in Appendix 2, be approved.
 - (iii) That the Recognition of Prior Learning Policy, as set out in Appendix 3, be approved and that the amendments to the Credit Accumulation and Transfer Scheme in the General Regulations and subsection 7.2 of Part 7 of the Ordinances would be presented in due course be noted.
- Noted**
- (iv) The undertaking to carry out an electronic consultation with Senators to approve proposed revisions to the Undergraduate Regulations and the Standalone Master's Regulations after the meeting of AQSC on 2 July 2014.
 - (v) The discussions, and decisions, recorded in the report from the meeting of the Academic Quality and Standards Committee.

63.4 Report from the meeting held on 4 June 2014

- Received** A report from the unconfirmed minutes of the meeting of the Academic Quality and Standards Committee, held on 4 June 2014, presented by Pro Vice-Chancellor Neill.
- Resolved**
- (i) That the proposed amendments to the Ordinances, Part 7 (Admission, Examinations and Awards), as set out in Appendix 1 (Annex 2), be endorsed and submitted to Council for approval at its meeting on 16 July 2014.
 - (ii) That the proposed amendments to the Regulations in Section IV of the *University Calendar* under the headings 'Enrolment' and 'Fees, Charges and Expenses', as set out in Appendix 1 (Annex 2), be approved.
 - (iii) That the new Regulations entitled 'Regulations Governing Student Discipline' be approved, as set out in Appendix 4, and replace the documents entitled 'Student Discipline Regulations' and 'Student Discipline Procedures', published in the *University Calendar*, Section IV, General Information and Regulations.
- Noted**
- (iv) The Collaborative Provision Register and document listing Enhanced Progression Agreements, presented as Appendix 3.
 - (v) The discussions, and decisions, recorded in the report from the meeting of the Academic Quality and Standards Committee.

64 Military Education Committee: annual report

Received The annual report on the work of the Military Education Committee for the period 2012 to 2014, and the activities of the University Service Units among other developments, prepared by the Chair of the Committee, Dr Richardson, and dated 12 June 2014.

The Vice-Chancellor thanked Dr Richardson and the other members of staff involved in the work of the Military Education Committee.

Noted The content of the report.

65 Vice-Chancellor's action(s) as Chair of Senate

The Vice-Chancellor reported that there were no actions to report.

66 **Wider adoption of the title of Professorial Fellow**

Received A report, prepared on behalf of the Vice-Chancellor, on the wider adoption of the title of Professorial Fellow, dated 18 June 2014.

The Vice-Chancellor summarized the background to the matter which was set out in detail in the report. The proposal sought to address the issue of the parity of esteem. He was seeking Senate's approval of the proposal to offer the title of Professorial Fellow to all those members of academic staff currently holding the title of Director of Education, Director of Research or Director of Enterprise. Those who preferred to retain their current title would be able to do so.

Resolved That the recommendation that the title of Professorial Fellow be more widely adopted to include academic staff holding the titles 'Director of Education', 'Director of Research' or 'Director of Enterprise' be approved, and the protocol in respect of its use be noted.

67 **Nomination of candidates for the award of honorary degrees or Fellow of the University**

The Vice-Chancellor reminded Senators of the timetable for the nomination of candidates for the award of honorary degrees or Fellow of the University. The number and calibre of candidates over the last few years had been high and he hoped that that momentum would continue this year. An invitation to Senators would be posted on the SUSSED group site in due course to submit nominations to the secretary of the Honorary Degree Advisory Group by 22 September 2014.

68 **Date of next meeting**

The Vice-Chancellor confirmed the dates of the meetings of Senate in 2014/15:

15 October 2014 for the approval of the Self-Evaluation Document;
5 November 2014;
25 February 2015; and
17 June 2015.

The Vice-Chancellor thanked those members of Senate, staff and students, who were coming to the end of their term on Senate for their valued contribution over the past year(s) to the discussions at Senate.

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