

SENATE

MINUTES OF A MEETING OF SENATE held on
WEDNESDAY, 21 JUNE 2006

- Present: Prof P Curran (Chair)
Mr R Allan, Ms A Allerston, Prof C Armistead, Dr B Astin, Mr D Ball,
Mrs M Barron, Mr R Burns, Ms R Dugan, Prof M Hadfield, Prof N
Hemmington, Mr B Howard, Mr S Jukes, Mr P Kneller, Dr C Lewis,
Prof R Pope, Mr N Richardson, Mr M Riordan, Ms A Schofield;
Ms C Symonds, Dr K Vall, Mr D Willey, Prof R Wynne
- In attendance: Prof P Comninos, Dr G Daborn, Prof B Gabrys, Prof B Hough,
Prof B Richards; Dr B Newland (for Item 2)
Mrs V Wood (Committee Clerk)
- Apologies: Ms E Caswell, Dr P Clare, Mr M Gagan, Prof I Graham, Ms M Heinrich,
Mr A Hunt, Prof N Petford

Prof Rosemary Pope, Pro Vice Chancellor (Education) was welcomed as a new Member of Senate, and the following members of the professoriate as observers: Prof Peter Comninos, Prof Bogdan Gabrys, Prof Barry Hough and Prof Barry Richards.

ACTION

1. MINUTES OF THE MEETING OF SENATE HELD ON 1 FEBRUARY 2006

The Minutes were approved as a correct record, subject to an amendment to Minute 3.4, second sentence, which should read "The process for making modifications to programmes has been changed in order to facilitate the modification process"

1.1 Matters Arising

1.1.1 University Activities Report: *BULLETIN*

Senators were reminded that material from Schools and Professional Services for the monthly newsletter should also relate to cross-University activities.

Senators commented that, as a University publication, *BULLETIN* should be, or should be supplemented by, a vehicle to stimulate academic debate and consider pedagogical matters. Senator Burns was asked to submit an appropriate article to the Editor for inclusion in *BULLETIN*, with a view to initiating debate on this subject.

RB

1.1.2 Releasing Potential

Senators were informed that work was progressing on this initiative. A full Report would be presented to Senate by the Pro Vice Chancellor (Education) in November 2006.

PVC(E)

2. PRESENTATION ON THE VIRTUAL LEARNING ENVIRONMENT SYSTEM

- 2.1 Dr Barbara Newland attended to give a presentation on the pilot project for "Blackboard" currently being undertaken in four Schools. The personalised virtual learning environment system, available via the internet, would provide individual students with information on courses taken, enable participation in discussion forums or "on line" chat rooms and direct access to the library catalogue. The system also gave opportunities to share teaching and learning materials, for students to complete self assessment questionnaires and submit assignments, and for tutors to give feedback. Confirmation was given that the fonts and colours complied with disability regulations on accessibility.

- 2.2 Academic staff would have control access over particular areas of the system, be able to communicate directly with their students to give School specific information, and would also have access to statistics to monitor progress. It was hoped further access would be provided that gave links to Peer Assisted Learning, Personalised Development Plans and the Students' Union.
The Graduate School had not been included at this time, but would be considered at a later stage for taught postgraduates.
- 2.3 Training sessions would be arranged over the summer period and autumn term, aimed at both high and low level users and with special sessions for Professional Services staff. It was hoped students' training would become part of the normal School induction process.
- 2.4 Concerns were raised over the level of detail and significant resource commitment needed to personalise programmes for each student and, particularly, the administrative burden on Schools to ensure optional units had been included. The lateness of some teaching decisions and, therefore, unit materials etc, enhance these concerns but would need to be part of a wider pedagogical debate when the review of the first year of operation of the VLE was conducted. Dr Newland advised that wider access to learning materials could be partially achieved through browsing the course catalogue. However, Senators considered there were benefits in having a more open access policy to help develop the learning community within the University and it was agreed that these views would be taken on board by the VLE Development Team.
- 2.5 Senators were informed that concerns over sufficient memory space to accommodate some high memory learning materials, such as maps, and the current exclusion of timetable information would also be considered at a later stage.
- 2.6 Senators thanked Dr Newland for her presentation.

3. UNIVERSITY ACTIVITIES REPORT

- 3.1 The Vice Chancellor advised that the appointments for the Heads of Design, Engineering & Computing, Institute of Business & Law, Institute of Health & Community Studies, and Centre for Research & Knowledge Transfer were still at the final stages of the recruitment process and, therefore, names could not yet be released.
- 3.2 The importance of the Leaders Programmes in moving forward the aims of the Corporate Plan was emphasised, and Senators were informed that this would be a priority of the new Pro Vice Chancellor (Research & Enterprise).
- 3.3 Senators noted that the need to refurbish Studland House, to reflect the move from it being an administrative to an academic building, was being taken as an opportunity to develop a stronger University image at the Lansdowne campus.
- 3.4 Senators particularly noted that, in Services Management, two Hospitality Management students had won joint first prize in the National Young Guns Competition, and that, of the ten finalists, four came from Bournemouth University.

4. DRAFT CORPORATE PLAN

- 4.1 Version 3 of the Corporate Plan, containing the responses from the University-wide consultation, was presented by the Vice Chancellor. Any additional comments would be incorporated into a fourth and final version to be presented to the University Board on 7 July 2006.

- 4.2 Senators commented that there should be stronger reflection on the other reasons students were attracted to the University, apart from the academic experience, and noted that greater efficiencies in teaching structures were being hindered by the lack of an adequate load transfer, or resource sharing, model to facilitate increases in cross school education. Senators were advised that an academic structure review, reporting at the end of 2006, would bring together issues around a promotion and reward system that recognised innovation and excellence.
- 4.3 The University's strategy in relation to the provision of additional student accommodation funded through the developers, rather than direct investment in residences, should be more clearly stated.
- 4.4 Senators also agreed that it was important to have a mix of teaching, residential and administrative provision at each Campus so as to ensure that developments created University communities with appropriate transport and social facilities etc. The Deputy Vice Chancellor advised that specifications for any developments within the Bournemouth or Poole conurbation would include these elements, with student residences normally developed on sites within a half hour journey to Campus.

5. MATTERS FROM ELECTED REPRESENTATIVES

5.1 Office Accommodation

- 5.1.1 Concern had been raised over the office layout when the School of Conservation Sciences had moved to their new location at Dorset House and, in particular, the appropriateness of some academic staff sharing offices, especially those with responsibility for students. Although some changes were now being considered by the School, it was felt a corporate decision was needed for a University-wide standard.
- 5.1.2 The Vice Chancellor reminded Senators that this problem with office accommodation reflected a problem across the University and, whilst being helped by technological changes and more home working, it was also linked to wider issues over the total estate resource available to the University. Senators were informed that Bournemouth University had half the HE sector average space per student and that, to bring the University's space per student up to just average levels, would require an investment of c£70M.

5.2 Talbot Campus East Pedestrian Entrance

Health & Safety issues had been raised over the general untidiness and poor condition of the fence at the East Pedestrian entrance to the Talbot Campus. Senators were informed that, as the land was owned by the Talbot Village Trust, the University had limited ability to make improvements. The Deputy Vice Chancellor advised the University was making every effort to keep the area tidy, with help from the Students' Union. Senators were reminded that this area was part of a current planning application, to include a road and cycleway, as part of overall improvements to the campus.

5.3 Recycling Paper Rubbish

The Deputy Vice Chancellor advised that Estates automatically provided bins for ordinary and glossy paper and wherever possible the University encouraged recycling. Promotional materials were available and reviews of the recycling scheme were being considered to improve awareness.

5.4 Smoking in Campus Building Entrances

The University had a commitment towards making both Campuses non-smoking environments. Signage would be enhanced in the entrances and stairwells of buildings

to discourage staff and students from smoking generally, as well as specifically in these areas.

5.5 The University: Academically or Professionally Orientated?

The Vice Chancellor commented on the useful feedback from the University community on the wider use of “professional” in the Draft Corporate Plan but acknowledged that there were tensions, still to be fully resolved, between a more academic focus and the recruitment of professional practitioners.

5.6 Industrial Dispute

5.6.1 As a result of the actions taken by the University during the course of the industrial dispute, concerns were raised over possible damage done to the relationship not only between staff and UEG but also between staff and students and within staff groups. Senators were advised that the decision to withhold 100% of salary for those staff taking industrial action short of a strike, had been endorsed by SMT, the Personnel Committee and the Chairman of the Board, and had followed legal advice that, in the event of being sued by students, the University needed to be able to demonstrate that all reasonable measures had been taken by the University to mitigate the impact of the industrial action on students. However, it had been made clear that any withheld salary would be returned when the dispute was resolved and staff had discharged their contractual obligations to the University.

5.6.2 The Vice Chancellor emphasised that, if alternative markers had been used during the dispute, which had not been the case, the University had put in place measures to ensure that appropriate academic quality was maintained throughout the process. This had been made clear in the guidance issued to Schools and Boards of Examiners

5.6.3 Senators were concerned that the dispute could have damaged the previously generally positive approach by staff to the new initiatives being considered and also led some staff to question whether the Executive really valued their contribution to the University. The Director of Human Resources stressed that good relationships with both UCU and Unison had been maintained throughout the period of the dispute and that negotiations on the pay and grading structure are continuing and it is hoped that a conclusion can be reached by the end of the summer. If this is the case it should serve to build confidence in the University’s commitment to valuing, and investing in, its academic staff.

5.6.4 To point up this confidence, to improve communication between corporate and operational levels and to seek staff reinvestment in the vision set out in the Corporate Plan, Senators suggested the Vice Chancellor and other members of the University Executive Group should visit Schools and speak to staff more frequently. Senators were advised that the Pro Vice Chancellor (Education) and the Pro Vice Chancellor (Research & Enterprise) regarded their priorities to be engagement with Schools and students, seeking to build the confidence and commitment of staff and their active engagement in those developments necessary to take the University forwards and put it in a position to continue to succeed in the face of the challenges of the next decade.

5.8 Embedding Diversity and Equality Issues

Senators felt that the next version of the Draft Corporate Plan should more clearly reflect and reinforce the fact that all staff are responsible for the promotion of good practice in diversity and equality. Senators were informed that the new Diversity & Equality Officer was planning to produce guidelines which would enable diversity and equality issues to be embedded in the curriculum. Staff involved in programme delivery, development and modification had a duty to demonstrate that this particular issue had been considered.

5.7 Refurbishment of the Office of the Vice Chancellor

Senators were advised of the necessity for the refurbishment of the Office of the Vice Chancellor, in order to accommodate the new and additional appointments to OVC and to respond to the need for a larger Committee Room and an extended Boardroom. The programme of works was estimated to cost c£400k in total.

5.8 April Award Ceremonies

- 5.8.1 Students' Union representatives, reflecting comments by students, raised concerns about the withdrawal of April Award Ceremonies for the 2006-07 academic year. The complaints were largely focussed on overseas students, who had been promised an April Ceremony at the start of their programmes, and who had issues over the need to seek visa extensions; the cost of going home and then returning to the UK; provisional travel arrangements for family and friends already reserved for April.
- 5.8.2 The Secretary & Registrar explained that the April Ceremony was introduced a few years ago when greater numbers of nursing students completed their programmes in time for an April, rather than November, Award Ceremony. However, because of different recruitment patterns, the numbers eligible for April graduation have now fallen considerably. In addition, since its inception, the April Awards Ceremonies have generated a number of complaints each year, largely about the Ceremony being seen as 'second best' and the venue as unsuitable. The University had recognised there would be some difficulties this year for international students, and the International Office had offered support to those affected.
- 5.8.3 Senators commented that the April Ceremony was also for postgraduates, expressed concerns over any extensions to the lengths of visas with the current attitudes of the Home Office, and that disappointments expressed by this year's overseas students may have a word-of-mouth affect on future recruitment.
- 5.8.4 Senators agreed that the April Award Ceremonies should be reinstated for 2007 with a clear message being sent to students that this would be the last year such ceremonies take place.

S&R

6. MINUTES – STANDING PROFESSORIAL COMMITTEE 12 June 2006

- 6.1 A report from Standing Professorial Committee was noted.
- 6.2 Senators congratulated Dr Adrian Newton on being awarded Professorial Designation.
- 6.3 The Committee had agreed to grant Visiting Professorial designation to two nominees, both of whom had already had the designation from another UK University: Professor Jawed Siddiqi as Visiting Professor in the School of Design Engineering & Computing; and Professor Peter Ucko, Visiting Professor in the School of Conservation Sciences.
- 6.3 The Committee also endorsed the recommendation of the Vice Chancellor to award the title of Emeritus Professor to the following members of staff who had, or were about to, retire: Professor Bryan Brown; Professor Robert Giddings; Professor Paul Luker; Professor John Vince; Professor Richard Wynne.
- 6.4 Senators noted that a small group, chaired by the Pro Vice Chancellor (Education), would review the University's current academic criteria for the award of professorial designation and related matters. It is anticipated that this group should be in a position to report to the Autumn Term meeting of Senate.

7. ACADEMIC DEVELOPMENT COMMITTEE 21 February 2006

3 May 2006

The Minutes were noted.

Comments made at the 21 February 2006 meeting regarding Bournemouth Media School's Business Plan reflected the position at the time of the meeting and, with Plans now completed, the items raised had been resolved. Representatives from the Institute of Business & Law also noted that comments made in these minutes regarding the IBAL had been superseded by events within the School.

8. ACADEMIC STANDARDS COMMITTEE.

25 January 2006

22 March 2006

17 May 2006

8.1 The Minutes were noted.

8.2 Meeting held on 25 January 2006

Senators approved the co-option of Clive Hunt and Andrea Young to ASC in their respective capacities as Acting Head of Quality in DEC and Senior Academic Quality Officer.

Senators approved the revised section to Part III of the Blue Book.

8.3 Meeting held on 22 March 2006

Senators approved the revised Terms of Reference for School Quality Committees.

9. RESEARCH COMMITTEE

7 February 2006

10 May 2006

9.1 The Minutes were noted

10. RESEARCH DEGREES COMMITTEE

8 March 2006

3 May 2006

10.1 The Minutes were noted

10.2 **RESOLVED:** that the following research award be approved for conferment:

DPHil	Randall Barnes	Bournemouth Media School
	Pi Huang	School of Design, Engineering & Computing
	Moira Walker	Institute of Health & Community Studies
	Tristan Westwood	Institute of Health & Community Studies

MPhil	Elizabeth Crawford	Bournemouth Media School
	Pamela Whitaker	School of Design, Engineering & Computing

11. STUDENT AFFAIRS COMMITTEE

8 February 2006

10 May 2006

- 11.1 The Minutes were noted. The Assistant Registrar (Regulation) drew Senators' attention to the Amendments to the University Rules and Regulations, the approval of which had been delegated by Senate to the Student Affairs Committee. There had been one slight amendment regarding the use of University email accounts.

12. SCHOOL COMMITTEE MINUTES

Resolutions and Recommendations

School Committee resolutions were noted and recommendations agreed unless otherwise stated. Recommendations and resolutions relating to programmes are approved subject to being checked with Academic Development and Quality to ensure that the proposals are in agreement with current academic regulations and procedures.

**12.1 Bournemouth Media School
31 May 2006**

The Minutes were noted.

RESOLVED that:
Marie Oldam become a Visiting Fellow.

**12.2 School of Conservation Sciences
10 March 2006**

The Minutes were noted.

RESOLVED that:
Nigel Carter be renewed as a Visiting Fellow.

**12.3 School of Design, Engineering & Computing
8 March 2006
17 May 2006**

The Minutes were noted.

The Head of the School of Design Engineering & Computing advised that the School Committee had raised a concern over additional workloads from increased levels of ALN assessments, where growing numbers were requiring increased resources for support. Senators commented this was being experienced across the University and the Head of Academic Services agreed to investigate the extent of the problem.

DB

**12.4 Institute of Business and Law
18 January 2006
26 May 2006**

The Minutes were noted.

Senators noted that the Recommendations and Resolutions from 18 January 2006 had already been approved at the February 2006 Senate Meeting.

RESOLVED that:
Prof Muir Hunter and Prof Anthony Wands be reappointed for a further term as Visiting Professors.

RESOLVED that:
Prof Anne Robinson be appointed for a further term as a Visiting Fellow.

RESOLVED that:
Dr Ian Hartwell be appointed as a Visiting Research Fellow.

**12.5 Institute of Health and Community Studies
1 March 2006**

The Minutes were noted.

**12.6 School of Services Management
15 February 2006**

The Minutes were noted.

13. ANY OTHER BUSINESS

13.1 Retirement of Senators

Senators recorded their thanks to Professor Richard Wynne for his work on behalf of the University and as a Member of Senate and extended their best wishes for his retirement.

Senators thanked Molly Heinrich for her work on behalf of Senate and for the University's students and extended their best wishes for her future career.

13.2 Guernsey Training Agency

The Pro Vice Chancellor (Education) reported that, following a visit by Academic Development & Quality, the University Executive Group had confirmed that a Memorandum of Agreement could be signed to enable the Guernsey Training Agency to be designated as a Bournemouth University Centre. The University, as a preferred provider, would carry out quality assurance on a range of activities at the Guernsey Training Agency, with opportunities to widen their existing market, and develop a more extensive portfolio of programmes. It is anticipated that the Agreement would also be endorsed by the Guernsey Training Agency's Board at their meeting on 13 July 2006.

14. DATE OF THE NEXT MEETING OF SENATE

Wednesday, 1 November 2006 at 3.30pm in the Boardroom, Poole House Talbot Campus.

Noel DG Richardson
Secretary & Registrar
20 August 2006

V Wood
Committee Clerk
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