

SENATE

MINUTES OF A MEETING OF SENATE held on
18 JUNE 2008

Present: Professor P Curran (Chair)
Ms A Allerston; Dr B Astin; Ms M Barron; Dr A Biscoe;
Professor C Brady; Mr R Burns; Ms R Dugan; Dr S Eccles;
Mrs K Everett; Ms J Hanson; Professor N Hemmington;
Mr A Hyland; Mr S Jukes; Professor N Petford; Mr N Richardson;
Mr M Riordan; Ms C Symonds; Dr G Thomas; Mr K Vall;
Prof J Vinney; Mr D Willey

In attendance: Mrs P Phillips
Dr G Daborn; Dr M Kretschmer (for agenda item 5), Ms S Lees;
Professor J Roach; Professor R Vaughan; Professor T Husband
(University Board Member)

Apologies: Professor M Bennett; Professor D Buhalis; Professor D Claremont;
Professor P Comminos; Professor T Darvill; Professor S Deutsch;
Professor S Errser; Professor B Gabrys; Mr M Gagan;
Professor M Hadfield; Professor B Hough; Dr P Johnson,
Mr P Kneller; Dr P Johnstone; Professor P Lewis; Professor B
Richards; Mr S Neaves; Professor T Sheppard;
Professor A Webster;

The Chair welcomed Professor Tom Husband to the meeting.

Members noted the new roles of Dr B Astin who is now Pro Vice Chancellor (Education) and Prof J Vinney who is now Pro Vice Chancellor (Resources).

ACTION

1. MINUTES OF THE MEETING OF SENATE HELD ON 12 MARCH 2008

With the following amendment the Minutes were approved as a correct record:-

7.6.1 Strategic Review of Foreign Language Provision

It has been noted that the current educational provision in relation to the level of language support, for international students, was not adequate and that this should be expanded.

1.1 Matters Arising

1.1.1 Semesterisation

It has been agreed that following further investigation as to how the existing three-term system could be adapted to address current concerns, semesterisation would not proceed.

1.1.2 Academic Career Structure

Issues relating to Enterprise, Education and Professional Practice would be addressed by the 30 June 2008. The University will then consider applications for the posts of Associate Professor in these areas. In addition, candidates will be expected to provide evidence of leadership and innovation in learning and teaching.

1.1.3 Staffing

Senators were informed that the nine compulsory academic staff redundancies had now been reduced to five.

1.1.4 Director of Operations

Of the six Director of Operations posts in Schools, two have now been filled. Arrangements have been made to advertise a further two posts. Finance & Resource Managers in the remaining two schools are filling the posts pro tem.

1.1.5 National Framework Agreement for Academic Staff

Senators were informed that the UCU Ratification Panel had considered and noted the BU Framework Agreement. The Director of Human Resources and the Personnel Manager would be meeting with local representatives to discuss a number of minor issues. UCU will be organising a postal ballot of staff members and the results will be known around mid-July. The outcome of the ballot is expected to be favourable.

The Chair informed members that this process had commenced in 2004 and, hopefully, a successful conclusion is in sight.

Pay progression will be backdated to September 2007.

1.1.6 Presentation of the Business School Strategic Plan to School Committee

The administrative oversight which had resulted in the failure of the Business School Committee to appropriately report the School's approval of their Strategic Plan has now been resolved.

2 UPDATE ON THE IMPLEMENTATION OF THE STRATEGIC PLAN

2.1 Members were informed that the implementation of the Strategic Plan is 'on track'. It had been discussed at various University Committee meetings.

2.2 Members were also informed that the Deputy Vice Chancellor would be overseeing the implementation of the Strategic Plan and would also be Chairing the Administrative Processes Review Project Board.

2.3 The University Board have approved the development of a new Executive Business School. Completion date for this project will be 2009.

3. ADMINISTRATIVE PROCESSES REVIEW

Members were reminded that the last update on the progress of the Administrative Processes Review (APR) had been in mid-May 2008. It is hoped that the Professional Services Review will be concluded by the beginning of July 2008 and the recommendations will be considered by the APR Project Board.

UEG will then consider and approve these recommendations

The projected savings of £4.1M, for 2008, would largely be achieved through the budget process.

The University will then focus on additional savings for 2009-10 as outlined in the Strategic Plan.

4. REVIEW OF SENATE AND THE SENATE COMMITTEE STRUCTURE

- 4.1. Dr Adam Briscoe informed members that, initially, there had been extensive consultation, which had taken place within the University, including feedback from the Students' Union.
- 4.2. Following the initial report of Prof Tom Husband in April 2008 it had been decided to appoint an external adviser to consider the new Senate Committee Structure and the draft terms of reference proposed and to advise accordingly.
- 4.3. Mr Eddie Newcombe (former Registrar & Secretary of the University of Manchester) was invited to undertake the review. The consultant was asked to report in time for the meeting of Constitution & Procedures scheduled for 3 June 2008.
- 4.4. His report reviewed in detail the proposed Senate committee structure and accompanying terms of reference. Subject to a small number of points and queries, the proposals were considered fit for purpose and offered the potential for meeting the University's objective as part of an effective and efficient system of governance.
- 4.5. It is also important to ensure that the deliberative structure of the University was appropriate to support the academic development and direction of the University. Therefore it was agreed that the scope of study should cover not only the terms of reference themselves but also some wider issues including:
 - i) the Senate Committee structure as a whole;
 - ii) the links between the University Board and Senate;
 - iii) the question of training and development for the Chairs and Secretaries of the new committees;
 - iv) the desirability of establishing a committee secretariat to support the new arrangements.
- 4.7. Senate members recommended that the University Board approve the revised Senate Standing Orders at the University Board meeting in July 2008.

The Chair thanked Prof Husband for all the work undertaken on this project.

5. COPYRIGHT PRINCIPLES AND PROPOSALS

- 5.1. The Chair welcomed Dr Kretschmer to the meeting.
- 5.2. Senators were informed that the University is re-writing its Intellectual Property (IP) Policy. With regard to the copyright component, the Centre for Intellectual Property Policy & Management (CIPPM) were commissioned to review existing University practice including current staff knowledge on copyright law & policy.
- 5.3. In conjunction with the Centre for Research & Enterprise, CIPPM have created a Copyright Policy for the University with an accompanying staff development programme.
- 5.4. Whilst undertaking a survey it became clear that academic staff were unsure of what 'copyright' means. University staff were almost equally divided on three things:
 - i) whether 'university' and 'individual' copyright interests were compatible;
 - ii) whether the University required permission to use to use certain forms of academic output, e.g. an academic's powerpoint slides;

- iii) whether a copyright policy would improve the student learning experience.
- 5.5 Dr Kretschmer informed members that a Copyright Policy would help staff and students, at the University, to understand the copyright situation.
- 5.6 If someone creates a copyright work in the course of employment it would belong to the employer. However, the creator of materials may not always be the copyright owner. This means that research, learning, teaching or consultancy materials produced by one or more academics or other academic community players would be covered by the policy.
- 5.7 It was agreed that a Copyright Policy would improve the student learning experience as students would have access to learning and teaching materials.
- 5.8 Senators felt that a Copyright Policy would:
 - i) enable University staff to conduct all activities in which they need to be involved;
 - ii) negotiate more easily with third parties;
 - iii) encourage staff to develop the right type of materials.
- 5.9 Senators recommended that the proposed Copyright Policy should be circulated to a wider community, for further feedback, before its implementation.
- 5.10 It was noted that the University would be the first British University to implement such a progressive policy.

6. BURO (Research Repository)

- 6.1 Members were informed that the University's Research Repository is being developed as a management tool capable of generating statistics on research output and impact factors.
- 6.2 However, members were asked to consider the best way to populate this in the future, given that it was obviously advantageous to have registered as many research papers/documents as possible.
- 6.3 Some Universities have mandatory deposits, but after discussion, it was agreed that mandatory deposits should not apply to the University. However, it was felt that, although many academic staff were registered on the Repository, a number of their papers were not.
- 6.4 Members were asked to provide feedback at the next meeting of Senate.

7. EDUCATION ENHANCEMENT STRATEGY 2008-09 – 2011-12

- 7.1 Members were informed that the strategy document updates the BU Learning & Teaching Strategy. The previous version submitted to HEFCE to cover the period 2002/03 – 2004/05, was updated in 2006, but not re-written. With the BU Corporate and Strategic Plans in place, it seemed timely to produce a revised and updated version.
- 7.2 Schools, Learning & Teaching Development Committee and Academic Development Committee were consulted and asked to provide feed-back. The Education Enhancement Conference which took place in May 2008 provided an opportunity for staff participating in that event to contribute. This feedback has also been incorporated into the document.

7.3 Senate recommended that the document should be circulated to Schools and feedback should be sent directly to Dr Hanson. Any additional feedback would be included in the Annual Action Plan for 2008-09 which would be agreed by the Education Enhancement Committee in the autumn.

8. UNIVERSITY DEPARTMENT OF MENTAL HEALTH

8.1 Dr Thomas, Dean of School of Health & Social Care outlined to members a proposal to work with Dorset Healthcare Foundation NHS Trust in the development of a 'University Department of Mental Health'.

8.2 The University has enjoyed a good working relationship with the Trust. The establishment of a Department of Mental Health will provide significant opportunities for both organisations. The Trust will benefit from the education and research expertise of the University. The University will gain access to the clinical resources of the Trust and will also be able to work alongside highly skilled professionals with significant research and teaching potential.

8.3 It is hoped to establish the Department as a University Trust by December 2008.

8.4 Senators gave their approval to take this development forward.

9. 14 – 19 DIPLOMAS

9.1 The Secretary & Registrar introduced Ms Lees, Widening Access Project Manager/Aimhigher Co-ordinator, to members.

9.2 Ms Lees informed members of the impending changes relating to the admissions process for 18/19 year olds, which will be introduced in 2009.

9.3 A total of 17 New Diplomas at Levels 1 – 3 are being introduced; Level 3 Diplomas will be equivalent to 3.5 A Levels; 14 of the Diplomas will have a vocational flavour, whilst the remaining 3 will be more academic in nature. Members noted that the Media School is already involved with the development of Diplomas. This is to ensure that the content of Diplomas will result in successful progression to, and retention on, the related HE programmes.

9.4 It was recommended that there be further Staff Development to ensure that Admissions staff understand the new qualifications framework.

9.5 Members noted that, so far, only 20,000, out of a possible 40,000, diploma places have been taken up.

9.6 Information on the changes will be available at Open Days. Marketing Managers will be present at any such functions to ensure that potential students are aware of these new developments.

9.7 The Chairman thanked Ms Lees for her informative report.

10 STUDENTIFICATION

10.1 Members were informed that in recent years, the term 'Studentification', has acquired prominence because of the range of issues arising from the growing population of students in University towns.

- 10.2 It was noted that the impact of the student population is not always negative and that communities benefit, for example, from the effect of student spending power generally, whilst businesses catering to student demand will also thrive.
- 10.3 One of the main areas of concern for local residents, particularly those in Talbot Village, is the issue of student parking. The introduction of the Travel Plan, is in part, a response to this concern.
- 10.4 A section on the University's expectations regarding student behaviour will be incorporated into the BU Student Handbook and will be included in the student welcome packs in September 2008.
- 10.5 Members were informed of a number of planned future initiatives:
- the development of higher profile links to the local councils;
 - ensuring that positive news stories are available to local websites and that the work of student volunteers is recognised and publicised;
 - greater student engagement with local communities; and
 - the creation of a student 'shop' in Winton, a joint BU-SUBU project.
- 10.5 Members were asked to provide feedback/suggestions to Pro Vice Chancellor (Education).

11. NEW ACADEMIC CALENDAR

- 11.1 Members were asked to consider the proposed changes to the Academic Calendar 2009-2013.
- 11.2 Senators agreed that "Term" and not "Trimester" should remain.
- 11.3 The Academic Calendar 2009-13 was approved.
- 11.4 The Secretary & Registrar confirmed that Registry would provide invigilators during the one-week assessment period at the beginning of Term 2 to allow end-of-unit examinations for units taken in Term 1.

12. MATTERS RAISED BY ELECTED REPRESENTATIVES

12.1 University Web Sites

It was agreed that the issue relating to the inadequacy of the University web-sites, particularly relating to research centres and activities, should be investigated by ICR and a report made to a future meeting of Senate.

ICR

12.2 Research Two Year Fast Track Degrees

Members were asked to consider the feasibility and desirability of the introduction of Two Year Fast Track Degrees. Feedback is to be provided at the next Senate meeting.

Members

13. MINUTES – CONSTITUTION & PROCEDURES COMMITTEE

13.1 5 June 2008

Members had considered and discussed the draft proposals, and agreed that the new Senate Committee Structure and Senate Standing Orders should be commended to the next meeting of Senate (18 June 2008). (See Agenda Item 4 above).

14. MINUTES - ACADEMIC DEVELOPMENT COMMITTEE (EXTRACT)

14.1 7 May 2008

The extract from the Minutes of Academic Development Committee were noted, with the full Minutes available on I drive.

15. MINUTES - ACADEMIC STANDARDS COMMITTEE (EXTRACT)

15.1 26 March 2008

15.2 21 May 2008

The Extracts from the minutes of Academic Standards Committee held on 26 March and 21 May 2008 were noted with the full Minutes available on I drive.

16. MINUTES – ACADEMIC SERVICES COMMITTEE

16.1 22 April 2008

17. MINUTES –RESEARCH DEGREES COMMITTEE (EXTRACT)

19 March 2008

7 May 2008

The Extracts from the Minutes of these meetings were noted.

17.1 **RESOLVED:** that the following research awards recommended at the Research Degrees Committee on 19 March 2008 be approved for conferment:

PhD	Farnaz Heidari	School of Health & Social Care
	Paul Backhouse	School of Conservation Sciences

17.2 **RESOLVED:** that the following research awards recommended at the Research Degrees Committee held on 28 November 2007 be approved for conferment:

PhD	Yeganeh Morakabati	School of Services Management
	Robert Turnock	Media School
	Patrician Anderson	School of Health & Social Care

17.3 **RESOLVED:** that the following research awards recommended at the Research Degrees Committee held on 7 May 2008 be approved for conferment:

PhD	Silvia Riedel	School of Design, Engineering & Computing
	Carla Isabela De Moura	School of Services Management
	Pinto Cardoso	
	Lingling Wei	Business School
	Nigel Jackson	Media School

DBA	Peter Baughan	Business School
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18. MINUTES – STUDENT EXPERIENCE COMMITTEE

18.1 14 May 2008

The Minutes of the meeting were noted.

19. 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.

Conservation Sciences

19.1 14 March 2008

The Minutes were noted.

19.2 Design, Engineering & Computing 6 February 2008

The Minutes were noted. Senators noted the appointment of the following as Visiting Professors:

Dr G Cardew, Professor R Cripps, Professor M Eyesenk, Prof A Hope, Dr D Nauck
Professor S Tobe, Professor G White

Senators noted the appointment of the following as a Visiting Research Fellow:

Dr G Shatil

School of Health & Social Care

19.3 13 February 2008

19.4 28 May 2008

The Minutes were noted.

Senators noted the renewal of the Visiting Fellowships of the following: Dr Ibtisham Ali; Dr Stephen Wallace, Dr Wijesinghe; Immy Holloway; Mary Monnington; Caroline Simpson; Dr Susan Way; Suzanne Cunningham, Dr Sabi Redwood, Dr Anba Soopramanien; Dr Kim Greaves; Anthony Markus; Kate Schneider

Senators noted the renewal of the Visiting Professorships of Ananda Gankande; Dr Joanna Garcia, Professor Debra Bick and Professor Roger Baker

The Media School

19.5 17 May 2008 (Extract only)

The extract from the Minutes were noted.

Senators noted that the appointment of Prof N Magnenat-Thalmann as a Visiting Professor had been commended to the Vice Chancellor.

Senators noted the appointment of Ms H Sloan and Ms E Hughes as Visiting Fellows.

School of Services Management

19.6 2 May 2008

The Minutes were noted.

13. ANY OTHER BUSINESS

The Chair thanked retiring members for their work during their term of office as Senate member.

The Election process to replace retiring members will commence at the beginning of the new academic year.

14. DATE OF THE NEXT MEETING OF SENATE

Wednesday, 19 November 2008.

Noel DG Richardson
Secretary to the Senate
19 August 2008

P Phillips
Committee Clerk
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