Present: The Vice-Chancellor (in the Chair), Professor C P Day, Professor C Harvey, Professor O R Hinton and Professor A C Stevenson (Pro-Vice-Chancellors), Dr J C Appleby, Dr D R Bell, Professor J P Boulton, Professor J G Burgess, Professor J E Calvert, Mr W Connolly, Professor M F Cross, Professor A K Daly, Dr D Ford, Professor A E Gillespie, Professor D J Henderson, Ms J Henderson, Professor D Parker, Professor T Pless-Mulloli, Dr C P F Redfern, Professor N Reynolds, Ms S M Robson, Professor D J Roddy, Professor B S Sharif and Dr J J Taylor.

In attendance: Dr J V Hogan (Registrar), Mr R C Dale (Executive Director of Finance), Mrs C Harvey (Academic Registrar), Mrs V S Johnston (Executive Director of Human Resources), Ms E Budge (Education Officer elect) and Miss E M Niven (Administrative Officer).

Dr M Clewlow (Head of QuILT) attended for item 101.

Professor B Sharif was not present for item 116.

M I N U T E S

95. DECLARATIONS OF INTEREST

No declarations of interest were made.

96. WELCOME

The Vice-Chancellor welcomed Mr Wayne Connolly to his first meeting of Senate and also Ms Emma Budge, the incoming Education Officer, who attended as an observer.

97. RETIRING MEMBERS

The Vice-Chancellor thanked the retiring members for their contribution to the work of Senate.

98. MINUTES

The Minutes of the meeting held on 16 June 2009 were approved as a correct record and signed.

The Minutes of the joint meeting with Court held on 16 June 2009 were approved as a correct record and signed.

99. MATTERS ARISING FROM THE MINUTES

(i) Progress of business

Received a business tracking form.

[Circulated with the Agenda as Document C. Copy filed in the Minute Book.]
(ii) **The Chancellorship** (Minute 65, 16.6.2009)

Reported that Convocation, at its meeting on 20 June 2009, had approved the recommendation that Sir Liam Donaldson be appointed as Chancellor of the University from 1 August 2009 for an initial period of five years.

Noted that Sir Liam’s inauguration was scheduled to take place on 7 December 2009. It was traditional for incoming Chancellors to receive an honorary degree prior to their inauguration and to nominate a number of individuals to receive honorary degrees at the same time. Senate would be informed of Sir Liam’s nominations in due course.

100. **VICE-CHANCELLOR’S BUSINESS**

Received the Vice-Chancellor’s report.

[Circulated with the Agenda as Document D. Copy filed in the Minute Book.]

(i) **Death**

Received a report on a death recently announced by the University.

**Resolved that Senate record its deep regret and sympathy for the relatives concerned.**

(ii) **Catherine Cookson Foundation**

**Resolved that Senate endorse the nomination of Professor Paul Younger, Pro-Vice-Chancellor Engagement as a Trustee of the Catherine Cookson Foundation for submission to Council.**

(iii) **Financial Sustainability**

1. The University needed to plan for a reduction in funding from central government sources. Detailed consideration of this issue would take place in the autumn term. The University was considered to be in a stronger financial position than many other institutions.

2. The capital funding the University received through the Higher Education Innovation Fund was considered as one source which could be subject to cuts. 60% of the University’s funding came from non-public sources which meant that a 20% cut in government funding would result in an 8% cut in the University’s total income.

3. It was essential for the University to continue to invest in its research structures in order to maintain growth. Efficiencies were expected through the pursuit of the Registrar’s ‘One University’ initiative and the joint venture with INTO provided a useful source of unregulated income.

4. An exercise was underway to determine the value of the University CPD and consultancy activities.

5. Strategic funds of £7.5 million were available for dissemination amongst the faculties via a bidding process. It was suggested that the faculties should communicate this bidding process to staff.
6. HEFCE was expected to represent universities in discussions with the government and to argue that the sector should be supported so that it could continue to support the economy during the recession.

7. On 20 July, Lord Mandelson had announced that 10,000 additional university places would be made available in certain subject areas from autumn 2009 but no additional government funding would be available to cover teaching costs and the students would be ‘fees only’. If the University chose to bid for some of these additional places it would, in effect, result in a dilution of unit of resource it received.

8. The University’s sustainability required its wage bill to remain at c.55% of total expenditure.

101. QAA INSTITUTIONAL AUDIT: DRAFT BRIEFING PAPER

Considered a report from Professor Ella Ritchie, Pro-Vice-Chancellor Teaching and Learning.
[Circulated with the Agenda as Document E. Copy filed in the Minute Book.]

After noting:

1. The preparations that were being made for the audit, as detailed in Document E.

2. The deadline for the submission of the University’s institutional audit briefing paper was 21 September 2009.

3. The audit would focus on the University’s management of academic standards and the quality of learning opportunities available to students. The University would hope to achieve two judgements of ‘confidence’ and it could expect to receive a number of recommendations for consideration. It was also hoped that a number of areas of good practice would be identified.

4. The briefing paper followed a format prescribed by the QAA.

5. The University needed to be able to demonstrate how it had acted upon the recommendations from its last audit. Failure to do this satisfactorily could result in an assessment of ‘limited confidence’.

6. The briefing paper would be further improved during the summer. The Union Society was in the process of preparing its written submission and the University would have an opportunity to view and comment upon this.

7. The audit team would want to know how the University had responded to statistics, such as those included in the National Student Survey (NSS). It was possible that it could focus on what the University had done to make improvements in the areas which had achieved poor NSS results.

8. It was suggested that some processes within the University could be ‘over-managed’ and that some consideration should be given to whether all processes were essential. It was understood that this was an area which QuILT was working on.

9. It was noted that in section 1.3.6 of the audit briefing paper, Science Central was referred to as the ‘centrepiece’ of the Science City. It was suggested that this statement should be amended given the change of emphasis that had occurred as a result of changes in the financial climate.
10. Reference should be made under section 7.4.2 to the progress reviews which postgraduate research students underwent on an annual basis.

11. It was noted that a table of contents, a list of abbreviations and a glossary would be added to the briefing paper before its submission.

12. Members of Senate were invited to submit further examples of good practice from across the University for inclusion in the briefing paper.

Resolved that:

(i) Approval be given, in principle, to the University’s institutional audit briefing paper (Appendix A to Document E).

(ii) Delegated authority be given to Professor Ritchie to approve the final version of the briefing paper on behalf of the University.

(iii) Members of Senate should send any further examples of good practices for inclusion in the briefing paper to Dr Clewlow, Head of QuILT.

102. RESEARCH AND INNOVATION STRATEGIC VISION (Minute 72, 16.6.2009)

Considered an updated Research and Innovation Strategic Vision document from Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation, on behalf of Executive Board.

[Circulated with the Agenda as Document F. Copy filed in the Minute Book.]

After noting that:

1. It was suggested that the ‘institutional challenge themes’ referred to in section 6.2 and the ‘platform or flagship areas for future progress’ referred to in section 6.1 were very similar. The tension between these two areas was noted but they would be further developed via an evolutionary process.

2. Section 6.1 referred to ‘Ageing research’ as one example of an existing area of international excellence. It was suggested that the inclusion of just one example was limiting and other examples should be added or the sentence should be rewritten.

Resolved that the Research and Innovation Strategic Vision document be approved, subject to the above amendments and the final agreement of Council.

[Note: Council, at its meeting on 13 July 2009, granted delegated authority to the Chairman to approve any further amendments to the document on its behalf.]

103. ACADEMIC JOB SUMMARY : REVIEW (Minute 79, 17.6.2008)

Received a report from Executive Board on the operation of the Academic Job Summary after its first year.

[Circulated with the Agenda as Document G. Copy filed in the Minute Book.]
Noted that:

1. As noted in point (ii) of Document G, work was underway to produce a generic person specification for Lecturer and Senior Lecturer positions. The quality of current job specifications was variable and it was hoped that the production of a generic person specification would result in standardisation and a reduction in workload.

2. A professorial role profile was also to be developed. A consultation process would take place in due course.

104. **ELIMINATING THE ASYMMETRY IN THE PROMOTIONS PROCESS BETWEEN SENIOR LECTURESHIPS AND READERSHIPS** (Minute 94, 16.7.2008)

Reported that Senate, at its meeting on 16 July 2008, resolved that a review of the new arrangements be conducted after 12 months and the results of the review be reported to Senate at its meeting in July 2009.

Received an oral report from Mrs Veryan Johnston, Executive Director of Human Resources.

Noted that:

1. The promotions workshops which had been held in autumn 2008 had been well attended and they were to be offered again in autumn 2009.

2. Three applications for promotion on the basis of teaching activities had been received, two of which had been successful. The assessors had considered the criteria which had been prepared to be appropriate.

3. Consideration needed to be given to how third strand activities were viewed as it was suggested that many staff did not consider them to be equal to their teaching and research activities. Work was underway to do this and a consultation process would take place in autumn 2009.

4. Working groups had been established to consider promotions criteria. It was suggested that these working group should be provided with guidance on what the end product document should look like.

Resolved that any further documentation prepared in relation to the promotions exercise should be brought to a future meeting of Senate for approval.

105. **UCU 2009 PAY CLAIM** (Minute 78, 16.6.2009)

Received an oral update from Mrs Veryan Johnston, Executive Director of Human Resources.

Noted that:

1. The final pay negotiating meeting before the summer took place on 15 July 2009. At that meeting, the Universities and Colleges Employers Association (UCEA) put forward its final pay offer of an increase of 0.5% on all points of the national pay spine.

2. Equal pay audits and financial sustainability continue to be the main areas of interest for the unions.
3. Employers were expected to be required to increase their contributions to the USS scheme by 2% from October 2009.

106. CLOSURE OF THE JAPANESE STRAND OF THE TRANSLATING AND INTERPRETING PROGRAMME

Considered a report from Executive Board.
[Circulated with the Agenda as Document H. Copy filed in the Minute Book.]

Resolved that the Japanese Strand of the Translating and Interpreting Programme be closed with immediate effect but that teaching continue for the remaining students due to commence their second (Masters) year in September 2009.

107. LEAGUE TABLES

Received a report from Professor Tony Stevenson, Pro-Vice-Chancellor Planning and Resources.
[Circulated with the Agenda as Document J. Copy filed in the Minute Book.]

Noted that:
1. Pharmacology was noted as being in the bottom 20% in the Times Good University Guide and it was suggested that this was due to its RAE score being omitted from the calculation.
2. It was noted that RAE results were not always mapped to the correct subject area by those compiling the tables. The Pro-Vice-Chancellor Planning and Resources agreed to look into the possibility of amending the score for Pharmacology in the Times Good University Guide.

108. REPORT FROM UNIVERSITY TEACHING AND LEARNING COMMITTEE

Considered a report from the meeting of UTLC held on 23 June 2009.
[Circulated with the Agenda as Document K. Copy filed in the Minute Book.]

Changes to the terms of reference of UTLC

Resolved that Senate approve amendments to the terms of reference of UTLC, as set out in Appendix I to Document K.

Senate noted the remaining items in the report.

109. NEWCASTLE SCIENCE CITY (Minute 81, 16.6.2009)

Received a progress report from Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation on behalf of Executive Board.
[Circulated with the Agenda as Document L. Copy filed in the Minute Book.]

110. PHILANTHROPY AND ALUMNI RELATIONS THINK TANK

Received a report from the Philanthropy and Alumni Relations Think Tank held on 6 April 2009.
[Circulated with the Agenda as Document M. Copy filed in the Minute Book.]
111. Riddell Memorial Lectures Committee

Considered a recommendation that Professor D B Saunders be appointed to serve on the Riddell Memorial Lectures Committee from 1 August 2009 to 31 July 2012.

Resolved that the above recommendation be approved.

112. Naming of the New Student and Administrative Services Building

Reported that Council, at its meeting on 13 July 2009, approved a recommendation from Executive Board that the new Student and Administrative Services Building be named ‘King’s Gate’. This name had been suggested by Professor Henrike Laehnemann, Professor of German Studies.

113. Environmental Sustainability Policy

Received the Environmental Sustainability Policy which had been approved by Council at its meeting on 13 July 2009.

[Circulated with the Agenda as Document N. Copy filed in the Minute Book.]

Noted that the Policy was a re-working of the University’s Environmental Policy with an established set of principles. It was intended to develop hard targets for each of the principles and re-write the Policy to reflect those in due course.

114. University Research Institutes

Considered a report from Executive Board.

[Circulated with the Agenda as Document O. Copy filed in the Minute Book.]

Resolved that:

(i) The Institute for Policy and Practice (IPP) be disestablished with immediate effect, subject to the agreement of Council.

(ii) The Newcastle Institute for Arts, Social Sciences and the Humanities (NIASSH) be reconfigured as detailed in Document O for five years from 1 August 2009, subject to the agreement of Council.

(iii) Professor G J Docherty be appointed as Director of NIASHH for five years from 1 August 2009, subject to the agreement of Council.

115. Reported Business

Received a report of action taken in accordance with agreed procedures, approved where necessary by the Vice-Chancellor on behalf of Senate and/or the Chairman of Council on behalf of Council, and by other University bodies and Chairmen.

[Circulated with the Agenda as Document P. Copy filed in the Minute Book.]
RESERVED BUSINESS

116. REPORT FROM SAGE FACULTY APPOINTMENT BOARD

Considered a recommendation from the SAgE Faculty Appointment Board for an extension to the appointment of Professor Bayan Sharif as Head of the School of Electrical, Electronic and Computer Engineering to 31 July 2013, subject to the agreement of Council.

Resolved that the above recommendation be approved.

117. ACADEMIC DISTINCTIONS – TITLE OF PROFESSOR EMERITUS (STATUTE 31(4))

Reported that, in accordance with Statute 31(4), Senate may accord the title of Professor Emeritus on professors retiring from the University.

Considered a proposal from the Vice-Chancellor, following consultation with the faculty Pro-Vice-Chancellor, for the conferment of the title of Professor Emeritus on Professor W Clegg.

Noted that Professor Clegg had also served as Honorary Chaplin at the University.

Resolved that the title of Professor Emeritus be conferred on Professor W Clegg from 1 October 2009.