NEWCASTLE UNIVERSITY
SENATE
10 January 2012

Present: The Vice-Chancellor (in the Chair), Professor Suzanne Cholerton, Professor Chris Day, Professor Charles Harvey, Professor Steve Homans, Professor Tony Stevenson and Professor Nick Wright (Pro-Vice-Chancellors), Professor Ashley Adamson, Dr Peter Andras, Mr Charles Barry (student member), Dr Debbie Bevitt, Professor Alan Boddy, Professor Vicki Bruce, Mr Wayne Connolly, Professor Eric Cross, Mr Liam Dale (Education Officer), Dr Catherine Exley, Ms Katy Hargreaves (Welfare and Equality Officer), Ms Jacqui Henderson, Dr Alton Horsfall, Dr David Kennedy, Professor John Kirby, Professor Pete Lee, Professor David Parker, Professor Nick Reynolds, Professor Chris Rogers, Dr Candy Rowe, Mr Steve Williams, and Professor Paul Watson

In attendance: Dr John Hogan (Registrar), Mrs Jeanette Strachan (Academic Registrar) and Mrs Sam Taylor (Administrative Officer).

MINUTES

42. DECLARATIONS OF INTEREST

No declarations of interest were received.

43. PRO-VICE-CHANCELLOR SAgE

The Vice-Chancellor welcomed Professor Steve Homans, Pro-Vice-Chancellor SAgE, to his first meeting of Senate.

44. MINUTES

The Minutes of the meeting of Senate held on 8 November 2011 were approved as a correct record and signed.

45. MATTER ARISING FROM THE MINUTES

(i) Progress of business

There were no outstanding items on the business tracking form.

(ii) Honorary Degrees (Minute 34, 8.11.2011)

Received an oral report from Dr John Hogan, Registrar, on behalf of Executive Board.

Noted that:

1. The four nominees approved at the meeting of Senate on 08 November 2011 had been contacted and replies were awaited.

2. The Honorary Degrees would be awarded as part of the July 2012 Congregation ceremonies. The Honorary Degree Committee had agreed that the format of these
cere monies should change from July 2011 when Honorary Degrees had been awarded across two days. In July 2012, Honorary Degrees would be awarded on just one day so that by the dinner, all recipients would have received their awards. Ceremony allocation would be determined by matching Honorary Graduates with related subject areas and there would be a maximum of one honorary degree awarded per ceremony.

3. That because the Honorary Degrees would be awarded as part of the Undergraduate Ceremonies, places in the hall would be strictly limited.

46. VICE-CHANCELLOR’S BUSINESS

Received the Vice-Chancellor’s report.
(Circulated with the agenda as Document B. Copy filed in the Minute Book.)

(i) Deaths

Received a report on deaths recently announced by the University.

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

(ii) Missing person

The Vice-Chancellor reported that a third year BA Hons Marketing and Management student, had been reported as missing since 31 December 2011. A statement had been issued by the Police on 5 January 2012 which stated that this may be linked to an incident concerning a man who jumped from the Tyne Bridge on 31 December 2011.

Noted that the University would review its procedures on how support could be given to International students who were unable to return home during holiday periods.

(iii) Pay, Pensions and Industrial Action

Noted that Mr Mark I’Anson, Chair of Council, had approved the implementation of the UCEA nationally recommended pay settlement of £150 pa from 1 August 2011 and this would be paid from January 2012.

(iv) New Year Honours 2012

Reported that Professor Ella Ritchie (OBE) had been honoured for services to higher education and Professor Jimmy Steele (CBE) had been honoured for services to dentistry and oral health. Former staff members Professor Madeleine Atkins (CBE) and Mr Derek Nicholson (MBE) had also been honoured.

Senate recorded its congratulations to those whose contributions had been recognised.

(v) Biomedical Research Centre

Building work on the new transitional research facility at the former General Hospital site was near completion. It was agreed at the meeting of Council on 26 October 2009 that £1.5m of the costs would be funded from University endowments. Due to current competitive conditions in the building market, the forecast project cost was £3.4m less than the original approval of £14m reducing the call on University endowments to £785k.
The proposed funding source was the George Brown Endowment, an unrestricted fund set up in April 1985 after Senate and Council approved the sale of a collection of anthropological artefacts to the National Museum of Ethnography, Osaka, Japan.

There were currently £934k of unutilised funds and the new centre would seem to fulfil the expectations of Council and Senate.

Council, at its meeting on 12 December 2011, had approved the expenditure subject to the agreement of Senate.

Resolved that Senate approve the expenditure as outlined above.

(vi) Cancer equipment delivered to Newcastle

Reported that a cutting-edge piece of cancer treatment and research equipment, purchased through a record £625,000 contribution from the Sir Bobby Robson Foundation, had been installed in the University.

The ultra-compact ABT Molecular Imaging Biomarket Generator was only the second of its type in the world and the first in Europe and would help with the diagnosis and treatment of cancer and other serious diseases including Alzheimer’s and Parkinson’s.

The University had invested a further £600,000, to create a ‘specialist environment’ in the School of Chemistry to house the new equipment.

The research was an excellent example of cooperation between Medical Sciences and SAgE.

(vii) Launch of the Social Renewal Societal Challenge theme.

A copy of the current version of the launch programme was tabled at the meeting.

[Copy filed in the Minute Book]

Noted that the interviews for the Director of the Newcastle Institute for Social Renewal took place on 9 December 2011, but no appointment had been made. The post would now be advertised internally.

(viii) Digital Campus Initiative

Reported that Executive Board was developing a Digital Campus Initiative which would encompass the findings of the recent KPMG review on IT expenditure across the University. The Digital Campus Initiative would incorporate academic needs and public relations. The responsible Executive Board member is Professor Tony Stevenson.

(ix) NUMed and the General Medical Council

Senate was briefed on recent developments concerning quality assurance by the General Medical Council by the Pro-Vice-Chancellor Medical Sciences.

(x) BUAV request for licences

In accordance with the Action Required by the Decision of the First Tier Tribunal of 11 November 2011 the University had been ordered to disclose, no later than
9 December 2011, the information contained in the two licences requested by BUAV subject to the exceptions identified by the Tribunal. In compliance with that order the University had decided that it had no alternative but to act in accordance with the decision of the Tribunal, even though under the Animal Scientific procedures Act, there was a threat of prosecution if project licences were released into the public domain. The Home Office had provided a letter on the morning that the information was released stating that “it could not currently see how it could be in the public interest to prosecute.”

(xi) **Lord Mayor’s Design Awards**

The 2011 Lord Mayor’s Design Awards ceremony took place at the mansion House on Monday 5 December. This event was held every two years and championed the best in architecture and environmental design. The University received four awards:

**New Building:**
Award winner: Newcastle University Business School and Central Link, Downing Plaza.
Two combined finalists: King’s Gate and the Baddiley-Clark Building.

**Sustainability:**
Award winner: Baddiley-Clark Building.

(xii) **Late News:**

**Dean of International Medical Education**

Considered a recommendation from Executive Board that the post of Dean of International Medical Education be filled by an internal advertisement in the Faculty of Medical Sciences, subject to the agreement of Council.

*Resolved that the above recommendation be approved.*

(xiii) **Student recruitment figures**

Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching gave an oral update on the latest recruitment figures. These indicated that our applications are holding up well but there is considerable subject volatility.

A copy of the current version of the Summary UCAS information was tabled at the meeting.

[Copy filed in the Minute Book]

47. **VISION 2021 : UPDATE**

Received an update of the objectives and KPIs from the Vice-Chancellor.

[Circulated with the agenda as Document C. Copy filed in the Minute Book.]

Noted that a number of points were made which would be considered further by the Executive Board, these included:

1. Whether to make any reference to the REF under the Research KPIs section.
2. The desirability of using the number of patents as a KPI, it was thought that the level of commercial income might be better.
3. A KPI on Widening Participation should be included in the Engagement section.

4. Whether progress to Postgraduate study would be a useful KPI.

48. ACCOMMODATION STRATEGY

Reported that Council, at its meeting on 12 December 2011, had approved the Accommodation Strategy.

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

Received a Powerpoint presentation from Mrs Margaret Hunter, Director of Accommodation and Hospitality Services.

[Copy filed in the Minute Book.]

Noted that:

1. The broad intention was to maintain the total number of rooms, but increase the quality by providing more en-suite rooms and removing rooms without washbasins. It was also intended to reduce the numbers of rooms offered as part of a catering package.

2. A review of the redevelopment of Richardson Road accommodation would be presented to Council and Senate as a business case.

3. The terms of any agreement within the Private Sector cannot be guaranteed in advance, but Accommodation Services would ensure the Students’ Union was involved in discussions at an early stage to agree principles that could be incorporated into the nominations agreements.

49. PROJECT 2012 : SCORECARD

Received a report from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, on behalf of Executive Board.

[Circulated with the agenda as Document E. Copy filed in the Minute Book.]

Noted that, with the introduction of the Digital Campus Initiative that Professor Tony Stevenson, Pro-Vice-Chancellor Planning and Resources, would lead, Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, would take over the responsibility for Project 2012 from January 2012.

50. NEWCASTLE SCIENCE CITY : UPDATE

Received a report 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.]

Noted that the Regional Growth Fund application had been successful. The application had been approved to the full value requested (£6m) subject to the completion of a due diligence process which would be commissioned by the University.

51. POLICIES FOR DECLARATION OF INTERESTS AND CONSULTANCY

Considered a report from Dr John Hogan, Registrar on behalf of Executive Board

[Circulated with the agenda as Document G. Copy filed in the Minute Book.]
Noted that the policies, previously endorsed by Executive Board, had been the subject of consultation through the Heads of Unit Forum. The revised policies had also been considered in detail and approved by the Special Interest Group on Enterprise. Input had also been received from Audit Committee.

The following points were raised by members of Senate:

**Declarations of Interest and Conflicts of Interest Policy, and the Procedure for the acceptance of External Appointments held by University staff.**

4. b – ‘Procedure for accepting directorships:
Directorships in a non-University related company will be at the discretion of the relevant Faculty PVC or Registrar (following the line management route for the relevant member of staff) having consulted with the Director of Research and Enterprise Services.’

It was suggested by members of Senate that this paragraph was too restrictive and should be reconsidered.

5. a – ‘Procedure for acceptance of external appointments other than a consultancy or directorship:
In all cases, the employee must discuss any external appointment with the Designated Senior Officer and agree in writing the basis (including number of working days involved and scheduling) for the acceptance or otherwise of such appointment prior to the commencement of such commitment; and also when circumstances change.’

It was suggested that this paragraph was too restrictive, and that there may be a need for clarification of the term ‘directorship’. Employer and employee relationships may need elucidation i.e. in cases of a family business. Senate requested that this paragraph be reconsidered.

5. c – ‘Procedure for acceptance of external appointments other than a consultancy or directorship:
In certain circumstances where the commitment in time is substantial it may be necessary for the University to be financially compensated. Such agreements shall be approved under the University’s Delegation of Authority. Financial compensation is usually determined to be the full commercial rate for the member of staff involved.’

It was suggested that an alternative compensation may be considered, where applicable, that a time commitment be introduced and a change to the contract of employment be initiated.

**Policy on Remuneration for Academic Professional Services**

2. a-g – ‘The following activities are included in the definition of academic services:

a) Royalties from the publication of books;
b) Proceeds from articles published in learned journals;
c) Refereeing of articles in learned journals;
d) Reviewing book proposals or manuscripts for publishers and advising on publication;
e) Peer reviewing research proposals for research sponsors;
f) External Examinining; and
g) External ad hoc lectures and conference presentations.’

It was suggested that the definitions for External Reviewing and Audit Assessment should also be incorporated into this area, and that clarification of taxation criteria should be included into the policy for guidance.
Policy on University Consultancy

11. – ‘The head of Academic or Service Unit may occasionally determine that an employee receives a fee payment additional to salary. Only in exceptional circumstances should the proportion available as personal fee payment to the individuals exceed 50% of the net amount and should be with the agreement of the relevant Faculty Pro-Vice-Chancellor.’

Senate requested that guidelines on fee payments specifically included the use of Personal Research Accounts.

Resolved that the policies and above comments be further discussed at Executive Board before submission to Council for approval.

52. **RESEARCH STRUCTURES IN THE FACULTY OF HASS**

Considered recommendations in a report from Professor Charles Harvey, Pro-Vice-Chancellor HASS on behalf of Executive Board, which had been approved by Council at its meeting on 12 December 2011.

[Circulated with the agenda as Document H. Copy filed in the Minute Book.]

Resolved that:

1. Senate approve the establishment of the Newcastle Institute for Creative Arts Practice (NICAP) for a period of five years from 1 January 2012 and the appointment of Professor Eric Cross as Director for the same period.

2. Senate approve the disestablishment of the Newcastle Institute for the Arts, Social Sciences and Humanities (NIASSH) from 1 January 2012.

53. **SENATE STANDING ORDERS**

Resolved that Senate approve the following amendment to Senate Standing Order V.8:

Any member of Senate who has a pecuniary, family or other personal interest in any matter under discussion at any meeting of Senate shall, as soon as practicable, disclose that fact to the meeting, and shall withdraw, unless requested to remain by the Chair, from that part of the discussion. The Chair shall determine whether the member shall withdraw from the discussion. A member is not, however, considered to have a pecuniary or personal interest in matters under discussion by being a member of staff or a student of the University.

54. **SENATE’S DELEGATION OF POWERS AND AUTHORITY**

Resolved that Senate approve the following amendment to its delegation of powers and authority document:

Under responsibility for Concessions, delete University Concessions Committee and substitute University Teaching, Learning and Student Experience Committee.

55. **STATUTORY COMMITTEE ON PROMOTIONS TO PERSONAL PROFESSORSHIPS AND READERSHIPS**
Noted that following changes to the University Statutes earlier in the year and, in particular, the removal of the Statute governing the appointment of Professors and Readers, we now need to officially disestablish the above Committee. In future, promotions to personal Chairs and Readerships would be dealt with under procedures approved by Executive Board.

Resolved that Senate approve the disestablishment of the Statutory Committee on Promotions to Personal Professorships and Readerships with immediate effect, subject to the agreement of Council.

56. SCHOOL OF ELECTRICAL, ELECTRONIC AND COMPUTER ENGINEERING

Considered a proposed change in the title of the School of Electrical, Electronic and Computer Engineering to School of Electrical and Electronic Engineering with immediate effect, subject to the agreement of Council.

Noted that the proposed change was intended to reflect the emphasis on the field of electrical and electronic engineering, which was the general profession that graduates from the undergraduate programmes in the School were expected to follow, and to address the confusion that sometimes occurred in the minds of applicants. It had the full support of the School, Faculty and Executive Board.

Resolved that Senate approve the change in title from the School of Electrical, Electronic and Computer Engineering to the School of Electrical and Electronic Engineering with immediate effect, subject to the approval of Council.

57. REPORT FROM UNIVERSITY TEACHING, LEARNING AND STUDENT EXPERIENCE COMMITTEE

Received a report from the meeting held on 17 November 2011.
[Circulated with the agenda as Document J. Copy filed in the Minute Book.]

58. ANNUAL REPORT OF THE UNIVERSITY (AHEAD 2012)

Received the annual report of the University (Ahead 2012).
[Circulated with the agenda. Copy filed in the Minute Book.]

59. STUDENTS’ UNION IMPACT REPORT 2010-11

Received the Students’ Union Impact Report 2010-11
[Circulated with the agenda. Copy filed in the Minute Book.]

60. POLICIES AND PROCEDURES

Council at its meeting on 12 December 2011, approved one new policy and amendments to existing policies, as detailed below:

Serious Incident Policy (new)
Policy and Procedure on Public Interest Disclosure (revised)
Data Protection Policy (revised)
Freedom of Information Policy (revised)
Fairtrade Policy (revised)

The policies were available on the University website at https://my.ncl.ac.uk/staff/policies/

61. REPORTED BUSINESS
Resignation: Professor F Li, Chair of E-Business Development, with effect from 1 January 2012.

Early retirement: Professor T Strachan, Institute of Genetic Medicine, with effect from 31 October 2012.

RESERVED BUSINESS

62. ACADEMIC DISTINCTIONS – TITLE OF PROFESSOR EMERITUS (STATUTE 29(4))

Reported that, in accordance with Statute 29(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.

Resolved that the title of Professor Emeritus be conferred on Professor Geoffrey Toms retrospectively from 1 October 2011.