NEWCASTLE UNIVERSITY
SENATE
26 November 2013

Present: The Vice-Chancellor (in the Chair), Professor Ella Ritchie (Deputy Vice-Chancellor), Professor Suzanne Cholerton, Professor Chris Day, Professor Charles Harvey, Professor Steve Homans, Professor Tony Stevenson and Professor Nick Wright (Pro-Vice-Chancellors), Professor Colin Brooks, Ms Eve Berwin (Education Officer, Students’ Union), Dr Heather Brown, Professor Zofia Chrzanowska-Lightowlers, Professor Peter Clarke, Professor Steve Clifford, Mr Mike Davison, Dr Joanna Elson, Dr Catherine Exley, Professor John Fitzgerald, Dr Alton Horsfall, Professor Tom Joyce, Ms Abi Kelly, Ms Sabine Kucher (student member), Mr Calum Mackenzie (President, Students’ Union), Professor Neill Marshall, Professor Julia Newton, Dr Ole Pedersen, Professor Paul Seedhouse, Dr Neelam Srivastava, Ms Emily Waller (Welfare and Equality Officer, Students’ Union), Mr Steve Williams, Dr Tony Young and Professor Martha Young-Scholten.

In attendance: Mrs Lesley Braiden (Acting Academic Registrar), Mr Richard Dale (Executive Director of Finance), Dr John Hogan (Registrar), Mrs Veryan Johnston (Executive Director of Human Resources) and Mrs Sam Taylor (Executive Officer (Governance)).

Apologies: Dr Debbie Bevitt, Mr Wayne Connolly, Dr Tim Cheek, and Dr Hugh Dauncey,

M N U T E S

1. DECLARATIONS OF INTEREST

   No declarations of interest were received.

2. WELCOME

   The Vice-Chancellor welcomed the new members to their first meeting of Senate.

3. MINUTES

   The Minutes of the meeting of Senate held on 2 July 2013 were approved as a correct record and signed.

4. MATTERS ARISING FROM THE MINUTES

   Progress of business

   There were no outstanding items on the business tracking form.

5. VICE-CHANCELLOR’S BUSINESS

   Received the Vice-Chancellor’s report.

   [Circulated with the agenda as Document B. Copy filed in the Minute Book.]
1. **Deaths**

   Received a report on deaths recently announced by the University.

   *Resolved that Senate record its deep regret and sympathy for the relatives concerned. In particular, it noted the death of Professor Duncan Muchison who had served as a Pro-Vice-Chancellor and for one year as Acting Vice-Chancellor.*

2. **George Brown Endowment Fund: Request for funds to support the Hatton Gallery Campaign.**

   The Hatton Gallery, despite being one of Newcastle University’s key cultural assets has received no major investment in its fabric and infrastructure in the past 30 years.

   In order to provide a high quality venue for the display of historic and contemporary art, to care for a listed building with an important collection and to engage fully with visitors and learners, a capital re-development project is planned to improve the Hatton Gallery and a major fundraising campaign was launched on 18 November.

   Senate are asked to approve, subject to the agreement of Council, that £500,000 is released from the George Brown Endowment fund to support the capital works.

   *Resolved that subject to the approval of Council, at its meeting on 9 December 2013, Senate approve that £500,000 be released from the George Brown Endowment fund.*

3. **Partnership with Monash re-launch**

   As part of the Internationalisation Strategy, the partnership with Monash University has been re-launched. Important opportunities have been identified where strategic links could provide substantial added value to both organisations.

   Four areas for collaborative working have been identified based on existing links, the priorities of the two universities and an assessment of areas of joint working, currently focussed within Medical Sciences.

4. **Late News**

   (i) **Queen’s Anniversary Prize**

   Newcastle University was announced as a winner of the Queen’s Anniversary Prize for its pioneering research into rural economies and societies.

   The Prize was announced at a special reception at St James’s Palace which was attended by the Chancellor, Sir Liam Donaldson and the Vice-Chancellor. It was awarded to the University for our internationally-recognised research into sustainable rural economies and societies, led by the Centre for Rural Economy, which has influenced policy and practice around the world.

   Queen’s Anniversary Prizes are awarded by the Royal Anniversary Trust to honour work of outstanding importance and quality in higher and further education in the UK. This is the third occasion on which Newcastle University has been awarded a Queen’s Anniversary Prize. Previously the University gained the Prize in 2005 for its innovative solutions to mine water pollution, and again in 2009 for research into ageing. By recognising the University’s excellence in the field of rural economy research, this
latest Prize means that research being carried out under all three of the Societal Challenge themes has now been recognised, making for a sector-leading ‘hat trick’ of Anniversary Prizes.

This year the Centre for Rural Economy celebrates its 21st anniversary, and on 27 November there would be the launch at Alnwick Castle, of a £2.5 million fundraising campaign to secure the Centre’s future and maintain our position at the forefront of rural economic research.

5. Early Warnings

(i) Times Higher League Table

Newcastle University was ranked 198th in the world by the latest Times Higher Education rankings. This matter has been discussed at meetings of Heads of Unit Forum and Executive Board. Analysis shows that within a reputation survey, which accounts for 33% of the total score, the University has scored poorly.

Professor Chris Day, Pro-Vice-Chancellor Faculty of Medical Sciences, is leading a project group to review how the reputation among academic peers can be improved.

(ii) Student Recruitment

Student recruitment showed outstanding results for 2013, however, a decrease in the home student recruitment numbers across England is expected for 2014.

(iii) REF Submission

Submission to the REF is due by 29 November and up until the submission date, work is being undertaken to review the quality and quantity of submissions for each Unit of Assessment (UoA). The outcome of the REF is expected to be available in December 2014.

(iv) Industrial Action

UNISON, UCU and Unite recently balloted their members for industrial action in response to the final pay offer of 1% plus joint work on gender pay and casual work. All three unions voted in favour of strike action, UCU have also voted in favour of action short of strike.

A joint strike day took place on 31 October and UCU advised that its members would ‘work to contract’ from 1 November.

Further industrial action is scheduled to take place on 3 December.

(v) Pay Increase

The Chair of Council has approved the UCEA recommendation to implement the 1% pay increase in December. The increase would be backdated to 1st August 2013. The recommendation is made despite continuing industrial action. Discussions are continuing at a national level, but there is currently no resolution.
6. **SCIENCE CENTRAL**

   Considered a report from Professor Steve Homans, Pro-Vice-Chancellor Faculty of Science, Agriculture and Engineering, on behalf of Executive Board.
   
   [Circulated with the agenda as Document C. Copy filed in the Minute Book.]

   *‘Commercial in confidence’ Minute, filed in the Minute Book.*

7. **LEARNING, TEACHING AND STUDENT EXPERIENCE STRATEGY**

   Considered the refreshed Learning, Teaching and Student Experience Strategy 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:

   1. Following the refresh of the Vision2021 strategic plan, and in response to changes in the undergraduate funding regime, the Learning, Teaching and Student Experience Strategy has been refreshed.

   2. Consultation on the content and key themes of the strategy have been undertaken to review the strategic objectives for learning, teaching and the student experience as set out in Vision 2021 which are used as the basis of the headline strategic objectives. During the consultation process, it was apparent that the core themes of the previous strategy were still valid, and there are also substantial elements of work which are ongoing, such as the five year programme to deliver the Newcastle Offer for undergraduate students, and continuing work to bring about improvement on key themes, such as assessment and feedback. The revised strategy reflects that continuity.

   3. It is intended to review the KPIs used to monitor the implementation of the strategy.

   **Resolved that Senate approve the refreshed Learning, Teaching and Student Experience Strategy report subject to the approval of Council at its meeting, on 9 December.**

   Received the progress report from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, on behalf of Executive Board.
   
   [Circulated with the agenda as Document F. Copy filed in the Minute Book.]

   Noted that:

   1. Since the University Learning, Teaching, and Student Experience Committee last reported to Senate at its meeting 2 July 2013, the only update to report was the National Student Survey reported an overall satisfaction score of 90%, an increase of 1% on the previous year.

   2. The Diversifying our Portfolio Steering Group (DOP) has been established to ensure the University’s portfolio of Postgraduate taught and CPD programmes meets the needs of potential students and employers. This information will be disseminated to Schools and Institutes via the Faculty Learning, Teaching and Student Experience committees.

   3. The number of ReCap venues has increased during the summer, to increase the coverage from 62 venues in 2012/13 to 204 for the start of academic year 2013/14.

   4. Not all staff used ReCap routinely to record their lectures and this would need to be reviewed further.
Resolved that Senate endorse the progress report from the University Learning, Teaching and Student Experience Committee to be reported to Council at its meeting, on 9 December.

8. GROWTH AGENDA

Received a presentation from Mr Richard Dale, Executive Director of Finance on behalf of Executive Board.

[Copy of the slides filed in the Minute Book.]

‘Commercial in confidence’ Minute, filed in the Minute Book.

9. VISION 2021: INSTITUTIONAL KPI REPORT FOR 2012-13

Received Institutional Strategic Objectives and KPIs for 2012-13, from Professor Tony Stevenson, Pro-Vice-Chancellor Planning and Resources on behalf of Executive Board.

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

Noted that the Institutional Strategic Objectives and KPIs were considered by Council at its meeting on 28 October. The report includes the institutional objectives and KPIs which are reported to Council during the academic year and are presented at specific meetings of Senate throughout the year.

10. FACULTY OF MEDICAL SCIENCES – STRATEGIC PROGRESS REPORT 2012-13

Received a progress report from Professor Chris Day, Pro-Vice-Chancellor Faculty of Medical Sciences, on behalf of Executive Board.

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

Noted that:

1. During the previous twelve months, the planning cycle has been reviewed in order to improve the way in which the schools and institutes performance is measured. Data gathered from the Research Excellence Framework (REF) exercise has identified specific areas of underperformance, and performance management measures are now being implemented to address these issues.

2. Academic staffing has been strengthened by the appointment of key academic staff and the career development pathways for early career researchers has been reviewed in order to develop and retain key staff.

3. Particular attention is being given to retaining and recruiting only the highest calibre of staff who can contribute to raising the Faculty’s profile.

4. The Faculty is investigating areas for growth in order to contribute to the University’s growth agenda, with a particular focus on growing teaching income.

5. The report referred to performance management and this would be conducted in a sensitive and appropriate manner.

11. SCHOOL OF MEDICAL SCIENCES EDUCATION DEVELOPMENT

Considered a report from Professor Chris Day, Pro-Vice-Chancellor Faculty of Medical Sciences, on behalf of Executive Board.
Noted that the current responsibility for the delivery of the MBBS programme is split between the MBS office within the Faculty of Medical Sciences and the School of Medical Sciences Education Development (SMSED).

**Resolved that:**

(i) The establishment of a School of Medical Education be approved.

(ii) The disestablishment of the School of Medical Sciences Education Development be approved.

12. **THE FUTURE OF AGEING**

Considered a report from Professor Chris Day, Pro-Vice-Chancellor Faculty of Medical Sciences, on behalf of Executive Board.

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

Noted that Senate were asked to approve the establishment of the Newcastle Institute for Ageing and the disestablishment of the Institute for Ageing and Health, subject to the approval of Council at its meeting on 9 December.

1. Concern was expressed that Newcastle University is not included in to the name of the proposed new institute as there is a risk of losing reputation for the University.

2. Further discussion at Executive Board is necessary to consider the branding of the Societal Challenge Themes, to consider the inclusion of Newcastle University various names.

**Resolved that:**

(i) The disestablishment of the Newcastle Institute for Ageing and Health be approved.

(ii) The establishment of the Newcastle Institute for Ageing be approved subject to further discussion at Executive Board to consider the branding of the Societal Challenge Themes.

13. **INTERNATIONALISATION STRATEGY PROGRESS REPORT**

Received a report from Professor Ella Ritchie, Deputy Vice-Chancellor, on behalf of Executive Board.

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

‘Commercial in confidence’ Minute, filed in the Minute Book.

14. **ENGAGEMENT STRATEGY PROGRESS REPORT**

Received a report from Professor Ella Ritchie, Deputy Vice-Chancellor, on behalf of Executive Board.

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

Noted that:
1. The focus remains on the continuing implementation of culture change for engagement in how teaching, research and other professional activities are undertaken.

2. Hosting the British Science Festival in September has given the University a prominent profile in regional media and diversified the type of audience which is traditionally engaged with.

15. PUBLIC RELATIONS STRATEGY PROGRESS REPORT

Received a report from Professor Ella Ritchie, Deputy Vice-Chancellor, and Ms Abi Kelly, Director of Public Relations on behalf of Executive Board.

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

Noted that:

1. Digital and Social Media have been utilised to improve the reputation of the University, and there has been a huge rise in the use of Facebook and Twitter for student recruitment purposes.

2. The University website continues to perform well and is now ranked 5th among competitor universities for the amount of use it attracts. Particular increases have been seen in visitors to the research pages of the website from China (up 30%) and the US (up 71%) and to Postgraduate pages from India (up 9%) which is bucking the trend for the sector.

16. UNDERGRADUATE ADMISSIONS FOR 2013 ENTRY AND STRATEGY FOR 2014

Received a report on undergraduate admissions for 2013 from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, on behalf of Executive Board.

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

‘Commercial in confidence’ Minute, filed in the Minute Book.

17. TRENDS AND CONCERNS RELATING TO THE HONOURS DEGREE CLASSIFICATION SYSTEM

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

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

‘Commercial in confidence’ Minute, filed in the Minute Book.

18. RAISING THE BAR: RECRUITMENT AND SELECTION OF HEADS OF ACADEMIC UNITS

Considered the recommendations in a report from Mrs Veryan Johnston, Executive Director of Human Resources on behalf of Executive Board.

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

Noted that:

As part of the Raising the Bar project the job summary and person specification for the recruitment of Heads of Academic Unit were revised and agreed by Senate and Council in July 2013. The following changes have been included in the revised process which Council are asked to consider:
1. For reasons of confidentiality it will not be possible to consult academic colleagues on the shortlisted candidates. It is the norm however to consult academic staff prior to advertisement on the desired direction of the academic unit and possible candidates for the Headship.

2. The revised process envisages a more proactive and targeted search campaign ahead of any advertisement.

3. The job summary and person specification agreed by Council and Senate focus on academic leadership and the selection process needs to assess leadership abilities and experience.

4. The recommendations in the report were approved by Council at its meeting on 16 September 2013, subject to the approval of Senate.

5. That Council approved the recommendation to approve the disestablishment of the Faculty Appointment Board, subject to the approval of Senate.

Resolved that:

(i) Resolved that Senate approve the recommendations in the report.
(ii) Resolved that Senate approve the disestablishment of the Faculty Appointment Board.

19. REPORT FROM HONORARY DEGREES COMMITTEE

Considered the recommendations in a report the Honorary Degree Committee meeting held on 1 and 24 October 2013

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

‘Commercial in confidence’ Minute, filed in the Minute Book.

20. INTO ANNUAL REPORT

Received the report from Professor Tony Stevenson, Pro-Vice-Chancellor Planning and Resources, on behalf of Executive Board.

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

21. UNIVERSITY RESEARCH CENTRES

Considered the recommendations in a report the Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation, on behalf of Executive Board

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

Resolved that:

(i) Senate approve the Centre for In Vivo Imaging to be given University Research Centre status for an initial period of three years, from 1 December 2013 to 30 November 2016.

(ii) Senate approve the appointment of Professor Andrew Blamire (Institute of Cellular Medicine) as Centre Director for a period of three years, from 1 December 2013 to 30 November 2016.
(iii) Senate approve the McCord Centre for Historic and Cultural Landscape to be given University Research Centre status for an initial period of three years, from 1 December 2013 to 30 November 2016.

(iv) Senate approve the appointment of Professor Sam Turner as Centre Director for a period of three years, from 1 December 2013 to 30 November 2016.

22. REPORTS FROM UNIVERSITY LEARNING, TEACHING AND STUDENT EXPERIENCE COMMITTEE

Considered the reports from Professor Suzanne Cholerton, Pro-Vice-Chancellor Learning and Teaching, on behalf of Executive Board.

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

Noted that:

1. Senate was asked to consider minor changes to the terms of reference.

2. Consultation by the Regulations Committee has taken place to consider the reduction of the number of resit attempts available to undergraduate students with effect from Stage 1 starters for academic year 2013/14. The revision to the resit attempts had been proposed for all years except there should be no change to the arrangements for resits for final stage students.

3. Senate are asked to consider the proposed Academic Term Dates for 2015/16, 2016/17 and 2017/18.

4. ULTSEC approved the recommendations of the Educational Partnerships Sub-Committee and resolved to report to Senate the approval of the following collaborative partners to Senate:

(a) Universiti Teknologi Malaysia for a proposed joint PhD arrangement in SAgE.

(b) Wuhan University for the 2+2 undergraduate dual award arrangement in Civil Engineering and Geosciences.

(c) Wuhan University of Technology for a proposed 1+1+1 postgraduate arrangement with the School of Architecture, Planning and Landscape.

Resolved that:

(i) Senate approve the revised terms of reference.

(ii) Senate approve the reduction of the number of resit attempts for undergraduate students with effect from Stage 1 students for academic year 2013/14.

(iii) Senate approve the Academic Term Dates for 2015/16, 2016/2017 and 2017/18.

23. SCHEDULE OF BUSINESS FOR 2013-14

Received the business schedule for meetings of Senate and Council in 2013-14. If members have any comments to make on the list of Senate items, or wish to submit any additional items, they are asked to write to Dr John Hogan, Registrar.

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

24. MEMBERSHIP OF SENATE
Senate, 26 November 2013

Reported that:

(a) The Chair of Council has approved the appointment of Mr Mike Davison as Council’s representative on Senate from 1 August 2013 to 31 July 2016.

Received the membership of Senate for 2013-14.

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

25. DELEGATION OF POWERS AND AUTHORITY

Received Senate’s delegation of powers and authority document.

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

26. STAFF POLICY ON INTELLECTUAL PROPERTY

Received a report from Mr Richard Dale, Executive Director of Finance on behalf of Executive Board.

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

27. REPORTED BUSINESS

(i) Reported Business Paper

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 Chair of Council on behalf of Council, and by other University bodies and Chairs.

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

RESERVED BUSINESS

28. 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 relevant faculty Pro-Vice-Chancellors, for the conferment of the title of Professor Emeritus.

Resolved that the title of Professor Emeritus be conferred on the following the dates shown:

Professor Faith Williams, from 1 October 2013
Professor Geoff Hammond, from 1 October 2013
Professor Ian Dobbs, from 31 December 2013
Professor Pete Lee, from 1 October 2013
Professor John Leopold, from 1 August 2013

29. PRO-VICE-CHANCELLOR (ENGAGEMENT)

To report that the procedure for the appointment of Pro-Vice-Chancellors, as set out in Senate Standing Order X, is as follows:
(i) The Vice-Chancellor may recommend to Senate and Council any establishment of, or appointment to, a Pro-Vice-Chancellor post.

(ii) If Senate and Council approve the recommendation, a joint selection committee shall be established comprising:

The Vice-Chancellor (in the Chair)
Three members appointed by Council
Three members appointed by Senate

Considered:

(a) A recommendation from the Vice-Chancellor for the establishment of a Pro-Vice-Chancellor (Engagement) post.
   [Circulated with the agenda as Document AA. Copy filed in the Minute Book.]

(b) Subject to Senate and Council’s approval of the above recommendation, an oral recommendation from the Vice-Chancellor for the appointment of three members to serve on the selection committee.

Resolved that:

(i) The recommendation for the establishment of a Pro-Vice-Chancellor (Engagement) post be approved, subject to the approval of Council, at its meeting 9 December 2013.

(ii) The appointment of a joint selection committee, subject to the approval of Council, at its meeting 9 December 2013