NEWCASTLE UNIVERSITY

SENATE

7 July 2015

Present: The Vice-Chancellor (in the Chair), Professor Tony Stevenson (Deputy Vice-Chancellor), Professor Suzanne Cholerton, Professor Richard Davies, Professor Chris Day, Professor Steve Homans, Professor Neill Marshall, (Acting PVC HaSS), Professor Nick Wright (Pro-Vice-Chancellors), Dr John Appleby, Dr Heather Brown, Professor Peter Clarke, Professor Steven Clifford, Mr Wayne Connolly, Dr Stuart Dawley, Professor Tom Joyce, Ms Abi Kelly, Mr Tolu Kolawole, Dr Lindsay Pennington, Professor Paul Seedhouse, Dr Ruth Valentine, Mr Steve Williams, Dr Tony Young and Professor Martha Young-Scholten.

In attendance: Mr Luke Allison (Welfare & Equality Officer-elect, Students' Union), Mrs Lesley Braiden (Academic Registrar), Mr Richard Dale (Executive Director of Finance), Mr Dominic Fearon (President-elect, Students’ Union), Dr John Hogan (Registrar), Mrs Veryan Johnston (Executive Director of Human Resources), Mr Matthew Price (Education Officer-elect, Students’ Union) and Mrs Lizzie Taylor (Executive Officer, Governance).

Apologies: Ms Claire Boothman, (President, Students’ Union), Dr Tim Cheek, Professor Zofia Chrzanowska-Lightowlers, Mr Mike Davison, Dr Joanna Elson, Professor John Fitzgerald, Ms Olivia Jeffery (Welfare and Equality Officer, Students’ Union), Dr Sara Maioli, Professor Julia Newton, Mr David Morris (Education Officer, Students’ Union), and Dr Ole Pedersen.

Professor Daniel Zizzo, Dean of Research and Innovation, Faculty of Humanities and Social Sciences, attended for Minute 86.

M I N U T E S

82. DECLARATIONS OF INTEREST

No declarations of interest were received.

83. MINUTES

The Minutes of the meeting of Senate held on 12 May 2015 were approved as a correct record and signed.

84. MATTERS ARISING FROM THE MINUTES

(i) Progress of business

There were no outstanding items on the business tracking form.

85. VICE-CHANCELLOR’S BUSINESS

Received the Vice-Chancellor’s report.

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

Noted:
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.*

2. **Executive Director of Human Resources**

Senate was advised that Mrs Louise Edwards-Holland, currently Deputy Director of Human Resources, would be appointed Acting Director of Human Resources from 1 January 2016 for a twelve month period following the retirement of Mrs Veryan Johnston on 31 December 2015. The position of Executive Director of Human Resources would be re-advertised during 2016 with a view to making an open-ended appointed to commence on 1 January 2017.

3. **Director of Newcastle University London**

Professor Amanda Broderick, currently Pro-Vice-Chancellor (International) and Executive Dean of the College of Business & Law at the University of Salford had been appointed as head of the University’s London campus. Professor Broderick would take up her post in September 2015.

4. **Urban Sciences Building**

The City Council’s Planning Committee had recently granted planning permission for the University’s Urban Sciences Building to be built on the Science Central site.

5. **Santander Enterprise Awards**

Senate was informed that the University’s students had recently been successful in the Santander Enterprise Awards. Senate recorded its congratulations to the students concerned.

6. **Budget, 8 July 2015**

Senate was advised that the Government was expected to make cuts to the budget for the Department of Business, Innovation and Skills and this was likely to have implications for the Higher Education sector.

7. **Jo Johnson MP, Minister of State for Universities and Science**

In his speech at Universities UK on 1 July 2015, Jo Johnson MP, had set out his plan to drive up teaching quality through the introduction of a Teaching Excellence Framework.

86. **RAISING THE BAR UPDATE**

   (a) Received the notes from the Joint Meeting of Senate and Council on 27 April 2015. [Circulated with the agenda as Document C. Copy filed in the Minute Book.]

   (b) Received presentations of the 2014 REF Analysis by Individual Unit of Assessment from:

      - The Faculty of Medical Sciences, by Professor Chris Day, Pro-Vice-Chancellor Medical Sciences;
The Faculty of Humanities and Social Sciences, by Professor Daniel Zizzo, Dean of Research, Humanities and Social Sciences;

The Faculty of Science, Agriculture and Engineering, by Professor Steve Homans, Pro-Vice Chancellor, Science, Agriculture and Engineering.

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

Noted that:

1. The Unit of Assessment (UoA) analysis identified that across the three faculties the proportion of 4* outputs needed to increase significantly in preparation for the next Research Excellence Framework (REF). It had also been identified that the internal quality assurance mechanisms required improvement.

2. Individual goals would be set for each UoA to ensure expectations were clear whilst taking into account the current position of each UoA. A similar strategy had been adopted in relation to the National Student Survey which had resulted in an improvement in the University’s overall performance.

Resolved that Professor Day, Professor Homans and Professor Zizzo be thanked for their informative presentations.

(c) Received a paper setting out the University Expectations for Research Performance from Professor Nick Wright, Pro-Vice-Chancellor Research and Innovation, on behalf of Executive Board.

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

Noted that:

1. It was necessary to introduce clear criteria for research performance which was fair and transparent and set well in advance of the point of judgement. Assessment against the criteria would be evidence based. It was acknowledged that staff would need to be provided with appropriate opportunities and resources to help them meet these expectations.

2. Document D provided a template which would be adapted within agreed guidelines to suit the position in each faculty.

3. In its current form, there was little distinction between the roles of Professor, Reader and Senior Lecturer although this would be clearer when the detail was provided by each Faculty. It was also suggested that there should be an acknowledgement that the expectations for Band 3 Professors would be set at a higher level.

4. A suggestion had been received that the ‘Income and Impact’ heading should be amended to ‘Funding and Impact’ and that the quantification of target income values for staff should be avoided. Instead, staff should be encouraged to proactively apply for funding, as reflected by the suggested title change. Counter to this, however, it was considered that the amount of income received was more important than the number of submissions made and, for this reason, income received was considered to be the appropriate measure.
5. A further suggestion had been received that under the ‘PGR supervision’ heading it should be recognised that timely submission was equally as important as completion and the number of students supervised by a member of staff. It was noted that submission timelines were under consideration by HaSS.

6. Additional support arrangements would be put in place to assist staff in meeting these increased expectations and individual circumstances would be taken into account.

7. Clearer publication strategies were required and staff should be supported to help them identify the best quality publications in which to publish their work.

8. The expectations in terms of leadership were considered to be difficult to quantify and were likely to be subject to the perception and judgement of an individual's line manager. It was, however, considered to be an important element of the academic criteria and the culture for measuring this would develop over time. More detail in relation to leadership expectations was included in the promotions criteria and the research expectations document would be reviewed to ensure it was consistent with this.

9. It was pointed out that the criteria under Engagement would need to take account of the forthcoming strategy.

Resolved that, subject to minor amendments being made to reflect the comments made above, the University Expectations for Research Performance document be approved.

(d) Received a document introducing the Research Excellence Support Programme from Mrs Veryan Johnston, Executive Director of Human Resources, and Professor Nick Wright, Pro-Vice Chancellor Research and Innovation, on behalf of Executive Board.

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

Noted that:

1. Document E set out a range of support options, some of which were already in place and others which were to be introduced, which could be provided to assist staff in meeting the research performance expectations set out in Document D. Members of Senate and the wider academic community were invited to comment on the options listed and also to submit additional suggestions.

2. The possibility of providing all academic staff with one day per week without any teaching responsibilities was suggested as a helpful support mechanism, although it was acknowledged that the ability to do this was likely to be prevented by the requirements of the teaching timetable.

3. The provision of a research mentor was considered to be a key suggestion but appropriate resources would need to be allocated to ensure this support mechanism was beneficial due to heavy demands it made upon an individual’s time. It was also important to ensure there was good match between the mentor and mentee.

4. A consistent approach would be developed to help staff to access the support and the effectiveness of the various mechanisms would be assessed over time. There would be limits on the capacity to provide support therefore an identification of which mechanisms should be provided as a priority would be helpful.
Resolved that:

(i) Members of Senate should submit further suggestions of additional types of support to be included in the Research Excellence Support Framework to the Executive Director of Human Resources;

(ii) Document E should be considered at future meetings of the Faculty Steering Groups.

(e) Received the promotions criteria for the new Reader Grade from Mrs Veryan Johnston, Executive Director of Human Resources, on behalf of Executive Board.

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

Noted that:

1. With regards to the resolutions from the meeting of Senate on 12 May 2015, it was noted that Staff Committee had considered the transition arrangements for the move to the 4-grade academic structure. It had been agreed that a light touch review would be undertaken initially by the Head of the Academic Unit (HoAU), prior to consideration at Faculty Promotions Committee with only those cases that were not supported being presented in full, e.g. CV and academic profile from the staff members and an assessment including reasons for non-support by the HoAU. The decision of the Faculty Promotions Committee would go to the University Promotions Committee for ratification.

2. The possible retention of the discretionary points for Senior Lecturers had also been considered and it was decided that Senior Lecturer discretionary points 53 and 54 would be phased out in 3 years' time. Staff on those points beyond 31 July 2018 would have pay protection on an ongoing, indefinite basis.

3. In relation to the promotions criteria (Document F) it was noted that the criteria listed under each grade was not exhaustive as it had been necessary to remove some in order to produce a manageable document.

4. With regards to engagement activity it was considered that the introductory paragraph used for the Chair criteria (top of page 9) should also be used for the other grades to ensure consistency. Reference should be made to the forthcoming changes in the Engagement Strategy.

5. In each case, the supplementary criteria should include the word 'normally' to ensure consistency.

Resolved that, subject to the changes requested above, the promotion criteria as set out in Document F be approved.

87. STRATEGIC PROGRESS REPORTS

Received the following strategic progress report from Professor Tony Stevenson, Deputy Vice-Chancellor on behalf of Executive Board:

(a) Estates Strategic Progress Report
(b) Environmental Strategic Progress Report
(c) Digital Campus and IT Service Update

[Circulated with the agenda as Documents G-J. Copies filed in the Minute Book.]

Noted that:
1. In relation to the Environmental Strategic Progress Report it was noted that the University had achieved a ‘First Class’ Award for the third consecutive year in the People and Planet University League 2015 placing the University in 12th position overall. The work of the Sustainability Team was acknowledged in the achievement of this result.

2. In relation to the Digital Campus and IT Service Update, it was noted that digital literacy remained a challenge across the University but work was underway to address this.

3. The majority of the recommendations from the KPMG IT review had now been implemented.

4. The Estates Strategic Progress Report referred to the relocation of the cavitation tunnel from the City Campus to the Blyth Marine Station. A number of students had raised concerns that the disruption caused by the relocation would have a negative impact on their studies. Assurance had been provided that no students would suffer any financial loss as the result of the cavitation tunnel’s relocation and academic opportunities would also be found for each student. Professor Bryn Jones, Postgraduate Dean in the Faculty of Science, Agriculture and Engineering, would arrange individual meetings with each student to discuss the options available.

88. BUDGET BRIEFING

Reported that one of the recommendations of the previous Working Group on Governance which was approved by Council, was that Senate and Council should receive a report, at least annually, on the extent to which the budget allocations matched the institutional strategy.

Received a PowerPoint presentation from Professor Tony Stevenson, Deputy Vice-Chancellor on behalf of Mr Richard Dale, Executive Director of Finance.

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

Noted that:

1. The University’s position in the most recent Complete University Guide had been inhibited by its performance in relation to staff:student ratios, expenditure on academic services and expenditure on capital projects. The decline in the University’s position in relation to expenditure on academic services had come as a surprise. It was noted that the measure in this case was based on expenditure over a three year period and low expenditure in this area in 2011/12 had resulted in a reduction in the University’s average spend. It was noted that the current expenditure on the development of 89 Sandyford Road, which would provide additional individual study space, should help to improve the University’s position in future surveys.

2. Careful consideration should be given to the presentation of data that was used in league tables to ensure that it gave an accurate representation of the University’s position.

Resolved that Professor Stevenson be thanked for an informative presentation.

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

Received a report from the meeting of ULTSEC held on 14 May 2015

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

90. CO-OPTED MEMBERSHIP OF SENATE
Reported that Senate, at its meeting on 19 June 2007, resolved that from 2007-08 only professors should be eligible to be elected in the professorial constituency of Senate and that the Librarian and holders of other posts whose remit is essential for the successful academic work of the University (who had previously been specified by Senate as being equivalent to professors for this purpose), and who are not already included in the Senate electorate, should be considered by Senate as potential candidates for co-option as members of Senate.

[The Senate electorate comprises the academic staff of the University.]

Mr Wayne Connolly’s term office as a co-opted member of Senate was due to end on 31 July 2015 at which point he would have served for a total of six years.

Resolved that Mr Wayne Connolly be re-appointed as a member of Senate from 1 August 2015 to 31 July 2018.

91. 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.

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

Resolved that the title of Professor Emeritus be conferred on the following individuals with immediate effect:

- Professor Stephen R. Larter
- Professor Peter Reynolds

92. MEMBERSHIP OF SENATE

(a) Sabbatical Officers 2015-16

Reported that the following had been appointed Sabbatical Officers of the Students’ Union for 2015-16 and will be members of Senate for the same period:

President Mr Dominic Fearon
Education Officer Mr Matthew Price
Welfare and Equality Officer Mr Luke Allison

(b) Student Representative on Senate

Reported that Mr Tolu Kolawole had been re-elected by the Students’ Union as the student representative on Senate for 2015-16.

93. CONGREGATION CEREMONIES

(a) December 2015

Reported that Congregation ceremonies would be held on 9, 10 and 11 December 2015 in the Civic Centre.
(b) July 2016

Reported that Congregation ceremonies following the end of the Summer Term 2016 would be held in the Civic Centre on:

- Monday 11 July 2016 (all day) (provisional)
- Tuesday 12 July 2016 (all day)
- Wednesday 13 July 2016 (all day)
- Thursday 14 July 2016 (all day)
- Friday 15 July 2016 (all day)
- Monday 18 July 2016 (all day)
- Tuesday 19 July 2016 (all day)
- Wednesday 20 July 2016 (all day)
- Thursday 21 July 2016 (all day)
- Friday 22 July 2016 (all day) (provisional)

94. FACULTY APPOINTED MEMBERS OF HONORARY DEGREES COMMITTEE

Reported that the following members of Senate had been appointed by their faculty as members of Honorary Degrees Committee from 1 August 2015 to 31 July in the year shown against their name:

- Medical Sciences: Dr Lindsay Pennington (2017)
- Humanities and Social Sciences: Professor Kathryn Haynes (2018)

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

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