

UNIVERSITY SENATE

Minutes of the 104th meeting of Senate held on 1st December 2011.

PRESENT: Mr M Andrews (SA), Dr L Baillie, Mr D Beeby, Dr J Biggam, Mrs H Brown, Prof I Cameron, Dr A Eadie, Prof K Gartland, Prof P Gillies (Chair), Mrs P Hamilton, Ms J Hulme, Prof V James, Mrs C Khamisha, Prof A Littlejohn, Prof E MacFarland, Prof J Marshall, Prof A McKay, Mr J Murray, Ms A Nimmo, Prof S Scott, Prof K Stanton, Prof B Steves, Mr I Stewart, Dr I Trushell, Prof J Wilson, Mr M Wilburton (Student representative).

APOLOGIES: Mr E Clack, Ms A Gasteen, Mr J Gibson, Mrs J Greig, Mr T Kilpatrick, Prof M Mannion, Prof C Moore, Prof C Parker, Ms J Carson, Prof D Greenhalgh, Miss C Kenny, Prof J Stewart, Ms A Sibbald, Dr R Wheate Prof V Webster.

IN ATTENDANCE: Mrs J Ash, Secretary to Senate

OBSERVERS: Mr T Brian (Court), Mrs L Clark (G&AQ), Ms Deborah Donnet (PG), Miss S Murray (P&P).

Principal & Vice Chancellor and Executive Board Report

11.46 Considered: A report from the Principal & Vice-Chancellor and Executives to update members on substantive items considered by the Executive Board since the last meeting of Senate. **(Doc S11/27/1 tabled)**

11.47 Reported: That the Principal drew members' attention to the following points:

University response to Post-16 Consultation

The University's first draft response to "Putting Learners at the Centre: Delivering our Ambitions for post-16 Education" consultation would be available on the Policy and Planning website from week beginning 12 December 2011 to allow all staff the opportunity to add their comments before the final submission. All staff were encouraged to comment on this very important paper.

Expanding the University Strategy

The bullet points on the final page of the report are amended to read *Globally Networked and Delivering for business, the public sector and the voluntary sector*.

Minutes

11.48 Considered: The unconfirmed draft minutes of the meeting of Senate held on 21st October 2011. **(Doc S11/17 /1)**

11.49 Resolved: That the minutes be approved as a correct record.

Matters Arising

11.50 Consider: Any matters arising on the minutes not otherwise provided for on the agenda.

Academic Promotions (Arising on SM11.45)

11.51 Discussion: Further discussion took place on the extended scale. Additional increments had not been awarded since 2007 and the policy had been abolished in 2008, with Union support, as part of the broader HERA discussions. The cancellation of the policy did not appear to have been well promulgated through the University and that had led to the current confusion. The University's aim was to encourage Lecturers to move up to Senior Lecturer level through staff development on conference presentations, grant application and intellectual challenge, for example, rather than by using a system of monetary reward. It was agreed that a coherent framework was needed and the appointment of the new Director of People in January would facilitate this.

11.52 Resolved: That clear information be communicated to academic staff that the policy for additional increments was no longer available. **(Action: JG)**

Senate Composition and Membership

11.53 Considered: A revised Senate Composition and Membership from the Senate Membership Short Life Working Group taking account of changes resulting from the recent restructuring and reprofiling exercise. **(Doc S11/14/2)**

11.54 Reported: By Prof Scott, that the Short-life Working Group, chaired by Prof Mannion, had met to consider appropriate membership of Senate, taking account of Nolan principles, the recent restructuring and the University's Statutory Instrument. The main clarification was that Vice Principals and Pro Vice-Chancellors were expected to be members but the Director of Finance and the University Secretary were advisory roles only. In the current University structure, two individuals held roles which were both ex-officio and advisory. Nevertheless, as this was subject to change, Vice Principals and PVCs should remain as ex-officio members regardless of whatever other role they may hold. The total number of ex-officio members was therefore 20. The Director of Research Innovation and Enterprise should be removed as a non-voting advisor as this post no longer existed.

11.55 Discussion: Considerable discussion took place on the role of the non-voting advisors as these were not mentioned in the Statutory Instrument. It was agreed that non-voting advisors should be "in attendance" at meetings in order to assist the Committee in carrying out its business. They would have no voting rights. The membership list would be amended to clearly lay out the different categories.

Membership from Research Institutes was discussed and it was agreed that it would be appropriate to add the Institute Directors as non-voting advisors. As Caledonian Academy was part of the Institute for Society and Social Justice Research, there was no need for additional representation from Caledonian Academy.

11.56 Resolved:

1. That the Working Group be thanked for its work
2. That Non-voting Advisors be included in the "in attendance" category
3. That the Directors of the Research Institutes be invited to Senate as Non-voting Advisors

Annual Reports 2010/2011: Senate and Senate Standing Committees

11.57 Approved: Annual Reports 2010/2011 from Senate and Senate Standing Committees:

Equality and Diversity Committee (Doc S11/18/1)

Annual Reports to Senate from School Boards (2010/2011)

11.58 Approved: Annual Reports 2010/2011 from School Boards:

Glasgow School for Business and Society (Doc S11/19/1)
*(Previously School of Law & Social Sciences
and the Caledonian Business School)*

School of Engineering & Computing (Doc S11/26/1)

School of the Built & Natural Environment (Doc S11/23/1)

School of Health and Life Sciences (Doc S11/20/1)
(Previously Schools of Health and Life Sciences)

Key Information Sets (KIS)

11.59 Considered: An oral report from the Director of Policy and Planning on Key Information Sets.

11.60 Reported: By the Director of Finance and PVC International, that the Director of Policy and Planning, who was unable to attend the meeting, had tabled a brief outline of the Key Information sets required to be identified and completed by the University by February 2012.

11.61 Discussion: Members noted the importance of Key Information Sets and agreed that information on KIS must be communicated to all at an early stage in order for the relevant information to be collected. Key Information would not only be accessed by Scottish students but by those in the rest of the UK and overseas. It was noted that information on Overall Student Satisfaction would appear and it was reported that work was ongoing on Feedback and Appraisal and a kitemarked pack had been circulated in Schools through the Executive Dean and PVC of Engineering, Computing and the Environment to assist students in identifying and using feedback.

11.62 Resolved: That the Key Information Sets be noted and the information on them be communicated to all staff (**Action: KS**)

Research Committee

11.63 Considered:

1. Proposed amendments to roles of the Research Committee and Higher Degrees Committee. (**Doc S11/24/1**)

11.64 Resolved: That the amendment to include the Higher Degrees Committee as a sub-Committee of the Research Committee be approved

2. Revised composition and membership of the University Research Committee. (**Doc S11/25/1**)

11.65 Resolved: That the revised Composition and Membership be approved

Vice-Chair Senate

11.66 Approved: A recommendation from the Principal that Prof S Scott, be appointed as Vice-Chair of Senate for the period up to and including 1st August 2012. **(Doc S11/21/1)**

Vice-Chair Senate Disciplinary Committee

11.67 Approved: A Chair's Action confirming the appointment of Mr Michael Bromby, LAW, as Vice-Chair of the Senate Disciplinary Committee for the period 16th April 2011 to 31st July 2016. **(Doc S11/3/2)**

ELISR Timetable 2011-2016

11.68 Approved: The revised Schedule of planned Enhancement Led Internal Subject Reviews from 2011 – 2016. **(Doc S11/7/2)**

Honorary Appointments

11.69 Noted: The following honorary appointments awarded by the University Executive Board:

School of Engineering and Built Environment

- Dr Gordon Masteron Visiting Professor
- Professor Andrew Gale Visiting Professor
- Professor Bill Maloney Visiting Professor
- Professor Steve Rowlinson Visiting Professor

Glasgow School of Business and Society

- Mr Afzal Mohammed Visiting Senior Lecturer

Academic Calendar 2012/13

11.70 Approved: The Academic Calendar for Session 2012/13 revised to include amendment to the dates of the August 2013 examination diet. **(Doc S10/65/2)**

Academic Staff Appointments

11.71 Received: Notification of recent Academic Staff Appointments. **(Doc S11/22/1)**

University Court

11.72 Received: The highlights of the meeting of University Court held on 3rd November 2011. **(Doc S11/28/1)**

School Board: Confirmed Minutes

11.73 Received: The confirmed minutes from the under noted meetings of School Boards:

School of Law and Social Sciences held on:

16 th November 2010	(Doc LSS SB/10/10)
15 th February 2011	(Doc LSS SB/10/15)
29 th March 2011	(Doc LSS SB/10/18)

Caledonian Business School held on:

6 th October 2010	(Doc CBSB/10/18/1)
3 rd November 2010	(Doc CBSB10/19/1)
15 th December 2010	(Doc CBSB/11/27/1)
23 rd February 2011	(Doc CBSB/11/30/1)

Research Committee

11.74 Received: The confirmed minute of the meeting of the Research Committee held on 28th September 2011 (Doc REC11/15/1).

Date of Next Meeting

11.75 Received: Notification that the next scheduled meeting of University Senate would be held on 16th March 2012 at 09:30 hrs.