

# UNIVERSITY OF LEICESTER

## MEETING OF SENATE

### Minutes of a meeting held on Tuesday 15 November 2011

Present: The Vice-Chancellor (Chair)

Professor Ainley	Professor Lester
Professor Barstow	Professor Lovell
Mr Beck	Professor Lunt
Professor Bell	Professor Malmkjaer
Professor Chapman	Professor Murphy
Ms J Dunne	Dr O'Connor
Professor Ellis ( <i>vice</i> Professor Abbott)	Dr Page
Professor Erlebach	Professor Petersen
Professor Fry ( <i>vice</i> Professor Schwabe)	Professor Ruzza
Ms Fyfe	Professor Schurer
Dr Georgoulis	Professor Schwaeble ( <i>vice</i> Professor Andrew)
Dr Grubb	Dr Scott
Professor Hall	Professor Thomas
Professor Halliwell	Professor Warrington ( <i>vice</i> Professor Fothergill)
Professor Haselgrove	Professor Wynford-Thomas
Professor Ketley	Mr A Nutt
Professor Lansdale	Ms S Burtenshaw

**Campus Trade Union Representatives in attendance** for minute 38:  
Mr C Marlow (UNITE) and Mr A Norman (UCU).

**In attendance:** Ms Wood, the Director of Finance, the Director of Corporate Affairs and Planning, the Registrar and Secretary, the Academic Registrar (Secretary) and Mr A Petersen (Minute Secretary).

**Apologies for Absence** were received from Professor Abbott, Professor Andrew, Dr Campbell, Dr Gibson, Professor Hainsworth, Professor Lilley, Dr Rawlinson, Professor Samani, Professor Sandell, Dr Spunta and Professor Thompson.

### UNRESERVED (ONLY) BUSINESS

#### 11/M38 FINANCIAL STATEMENTS, 2010/11

**Senate received** for information the Financial Statements for 2010/2011. The Director of Finance drew Senate's attention to significant points of interest from the end-of-year accounts, including:

- 2010-11 had been a strong year in financial terms, with the University achieving a surplus of £9.2 million or 3.5% of income. Although lower than the previous year, this was significantly above the target of £5.5 million which had been set for the period.
- The University's total income had risen by 1.9% to £260.7 million.

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- Tuition fee income and income from commercial activities had risen by 4.9% and 4.4% respectively, while income from funding body grants and research grants and contracts had decreased slightly.
- The University's fixed assets had increased substantially by over 17% to £250 million while cash and short term investments had held firm. Total borrowing increased to £44 million and pension liability decreased by 36% to £21.9 million.
- The Colleges had delivered substantial savings, although had missed their overall savings target by £600,000.

The Director Finance noted that, following three strong years, the University was well placed to face the challenges presented by the recent developments at national level regarding funding and student recruitment. The achievement of a strong operating surplus would allow continued investment and partially mitigate the risks presented by the current uncertainty within the sector.

**Senate noted** that the statements would be presented to the Finance Committee on 17 November.

**Senate also noted** that James Hunt would be retiring from the University in December 2011, and Senate joined the Vice-Chancellor in thanking him both for his many years of excellent service and for his role in guiding the University to such a strong financial position. **Senate noted** the appointment of Martyn Riddleston as the new Director of Finance from 1 January 2012.

11/M39 **CONSTITUTION AND WELCOME TO NEW MEMBERS**

**Senate noted** its constitution, as recorded in Ordinance 10, and its membership for 2011/12. The Vice-Chancellor welcomed all new members to their first meeting.

11/M40 **MINUTES OF THE PREVIOUS MEETING**

**Senate considered** the minutes of a meeting held on 6 July 2011.

**Senate approved** the minutes as a correct record.

11/M41 **MATTERS ARISING**

No matters arising were identified.

## 11/M42 VICE-CHANCELLOR'S BUSINESS

**(a) Staff distinctions**

The Vice Chancellor drew attention to the following distinctions:

**Professor Helen Atkinson (Engineering)** was elected to the Council of the Royal Academy of Engineering. She has been invited to take over the chair of the Standing Committee of Education and Training for the Royal Academy of Engineering from July 2012. She has also been honoured with the Lee Hsun Lecture Award by the Institute of Metal Research in Shengyang in China, and has been invited by London South Bank University to become a member of their Court.

**Professor Heiko Balzter (Geography)** has been awarded a Royal Society Wolfson Research Merit Award in the Royal Society's recent competition.

**Dr David Bartram (Sociology)** has recently given a keynote address at the commemoration of the 60<sup>th</sup> anniversary of the founding of the International Organisation for Migration.

**Professor Mike Bradshaw (Geography)** has been invited to join the Economic and Social Research Council Steering Committee for the Human Geography Benchmark Exercise.

**Professor Gordon Campbell (English)** has become a Fellow of the British Academy.

**Professor Stan Cowley (Physics and Astronomy)** has become a Fellow of the Royal Society.

**Professor Gianni de Fraja (Economics)** has been elected an Academician for the Academy of Social Science.

**Professor Panicos Demetriades (Economics)** has been elected an Academician for the Academy of Social Science.

**Professor Mary Dixon-Woods (Health Sciences)** has been elected an Academician for the Academy of Social Science.

**Dr Sue Dymoke (Education)** has been awarded a National Teaching Fellowship by the Higher Education Academy.

**Professor David Evans (Emeritus Professor in Medical Physics)** is the recipient of the American Institute of Ultrasound in Medicine's 2012 Honorary Fellow Award.

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**Ms Christine Fyfe (Pro-Vice-Chancellor Students and University Librarian)** has been invited to speak at Elsevier's conference for Nordic Librarians in Copenhagen in November about our experience of employing a bibliometrician.

**Mr Geoff Green (Director of Administration, College of Science and Engineering)** and Tee Holden, University of Derby, as the East Midlands Regional Coordination team, have been awarded an AUA Jubilee Award for Most Innovative Involvement in AUA.

**Professor Barry Gunter (Media and Communications)** has been elected an Academician for the Academy of Social Science.

**Professor Julian Ketley (Genetics)** has been appointed to the Core Panel of the Biotechnology and Biological Sciences Research Council Committee B.

**Dr Alexander Korb (Historical Studies)** has been awarded with the category A of the Fraenkel-Prize for his forthcoming book on Croatia during the Second World War.

**Professor Mike Lovell (Geology)** has accepted the role of Chair of CHUGD (Committee of Heads of University Geoscience Departments)

**Mr Richard Mendez (Careers Service)** has won The Association of Graduate Careers Advisory Services Award for Excellence in the Research Award category

**Professor Simon Lilley (Management)** has been elected to the Executive Committee of the Association of Business Schools.

**Dr Tim Matheson (Biology)** has been awarded the Biotechnology and Biological Sciences Research Council Research Development Fellowship

**Professor Stewart Petersen (Medical and Social Care Education)** has been appointed an Honorary Fellow of the Academy of Medical Educators.

**Professor Mark Purnell (Geology)** has been invited to join The Royal Society's Newton International Fellowship Committee (Biological Sciences) from 1 January 2012 until 31 December 2014.

**Professor Mark Purnell and Dr Sarah Gabbott (Geology)** have had a project shortlisted for Times Higher Education Research project of the year. The exhibit (Rotten fish and fossils: resolving the riddle of our earliest vertebrate ancestors) has been selected for Big Bang 2012, the UK science fair for young scientists and engineers (to be held at the NEC in March).

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**Professor Emma Raven (Chemistry)** has been elected to the Royal Society of Chemistry Council.

**Dr Aldo Rona (Engineering)** has won The Association of Graduate Careers Advisory Services Award for Excellence in the Research Award category.

**Professor Nilesh Samani (Cardiovascular Sciences)** has been successfully awarded platinum in his National Clinical Excellence Award.

**Professor Andy Saunders (Geology)** has been invited to be Chair of the Volcanic and Magmatic Studies Group of the Geology Society and Mineralogy Society.

**Professor Kevin Schürer (Pro-Vice-Chancellor Research and Enterprise)** has been selected by the Inter-University Consortium for Political and Social Research to receive the Warren E Miller Award for Meritorious Service to the Social Sciences.

**Dr Jon Scott (Biological Sciences)** has been named Bioscience Teacher of the Year for his outstanding learning and teaching practice in the Biosciences.

**Dr Dan Smith (Geology)** has been accepted onto the Expert Group for the National Environment Research Council Mineral Resources programme

**Professor Douglas Tallack (Pro-Vice-Chancellor and Head of the College of Arts, Humanities and Law)** has given plenary lectures at the International American Studies Association conference and the Shanghai International English and American Literature conferences. He has also joined the Strategic Board for the Indo-British Trade Council.

**Professor Bob Warwick (Physics and Astronomy)** has been asked to serve as a core member of the new Science and Technology Facilities Council Science Board.

**Professor Stephen Wood (Management)** has been invited to be a Leicester Fairness Commissioner.

#### **Other awards**

**The Letterbox Club** has won a prestigious Third Sector Excellence Award 'The Charity Partnership award' for its work with Fostering Network Northern Ireland, as part of their Fostering Achievement programme (The Letterbox Club was founded by Rose Griffiths of the University's School of Education, and became established as a national programme in partnership with Booktrust in 2007. The project delivers parcels of reading materials, maths resources and stationery every month for 6 months to looked-after children aged between 7 and 13 in the UK).

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**The University of Leicester School of Education** is the lead University for two successful Teaching School Alliance bids and are a strategic partner for a third alliance.

**The Students' Union Building** has won the prestigious Building of the Year award in Leicestershire at the ProCon Leicestershire Awards.

### **Student Awards**

**David Hartigan, Sam Matthews (both PhD 2<sup>nd</sup> year students) and Eve Rooks (4th Year MGeol Student)** received grants of \$2000, \$2500 and \$2500 respectively from the Society of Petrophysicists and Well Log Analysts Foundation (SPWLAF) for the 2011/2012 academic year, to support attendance at research meetings

**Sam Matthews (PhD 2<sup>nd</sup> year student)** was awarded 'best talk' at the BG Group PhD Forum for talk entitled: "Petroacoustic Modelling of Heterolithic Sandstone Reservoirs: Improving Interpretation with Sedimentological constraints".

Senate congratulated all those with distinctions but it especially congratulated Gordon Campbell on his FBA and Stan Cowley on his FRS (the highest academic accolades in their fields).

#### **(b) Items for discussion by Senate**

**Senate noted** that members were invited to raise items for discussion by notifying the Vice-Chancellor or the Academic Registrar at least seven days prior to the relevant meeting.

## 11/M43 **STRATEGY AND POLICY**

### **(a) Implications of the White Paper for the University of Leicester**

**Senate received** a report outlining national developments following the publication of the Government White Paper entitled 'Students at the Heart of the System', and their implications for the University. It was noted that increasing competition resulting from the removal of limits on the number of AAB students that individual institutions could register could adversely affect the University's recruitment in this area. Furthermore, the Student Number Control for students obtaining ABB or lower had not been expanded sufficiently to compensate for this potential loss. Further developments were anticipated and **Senate agreed** that this should be kept under close review.

**(b) Registration figures for 2011/12 including student intake targets for 2012**

**Senate noted** that extensive discussion with departments and colleges had resulted in proposed recruitment targets for admission to the University in 2012. The targets had been agreed in the light of national developments including both the removal of the cap on AAB student recruitment from 2012, and also the restrictions imposed by the institutional Student Number Control (SNC) for students achieving ABB or lower. Within the total Home and EU student target was a separate target controlling the number of students achieving ABB or less that departments could recruit. The difference between the SNC quota and the total target population would need to be met by the recruitment of AAB+ students.

**Senate discussed** how competition for student numbers, particularly those achieving AAB would be significant, however it noted that the scholarship package offered by the University to new students was well pitched to strengthen the institutional position with reference to these students.

**Senate also noted** that guidance had been issued to admissions tutors and staff within the University to encourage proactive recruitment and the swift issuing of offers to prospective students, in light of these national developments.

**Senate resolved to approve** the targets in principle, noting that a final specific target incorporating any minor adjustments specified by the Colleges would be agreed by the Vice-Chancellor's Advisory Committee in late November.

**(c) League Tables**

**Senate noted** the University's position in the following league tables:

The Sunday Times	28 <sup>th</sup>
The Good Teacher Training Guide	34 <sup>th</sup>
QS World University Ranking	195 <sup>th</sup>
THE World University Ranking	197 <sup>th</sup>

**Senate noted** that the University's position in the Good Teacher Training Guide would be likely to improve following the publication of the recent Ofsted report.

A number of wider factors had been identified that contributed to the University's position within the league tables, however it was noted that improving the employability rates of students upon graduation was central to strengthening the institution's position among its peers.

**(d) University Risk Register**

**Senate considered** amendments to the University Corporate Strategic Risk Register for the Autumn term. The Vice-Chancellor drew Senate's attention to specific elements of the report, particularly those concerning student recruitment in the light of recent developments at national level.

**Senate approved** the Risk Register for onwards submission to Council.

11/M44 **LEARNING AND TEACHING****(a) National Student Survey**

**Senate received** the results of the 2011 National Student Survey and noted that the University was placed 3<sup>rd</sup> among mainstream universities in terms of mean score across all questions in the survey. Work was underway in individual departments to address specific issues identified through the survey to further enhance the University's strong position in terms of the student experience.

**Senate noted** that there was a correlation between a high student response rate and achieving a strong standing in the NSS and departments were encouraged to work closely with the relevant divisions of Corporate Services to identify means of maximising student engagement with the survey.

**Senate noted** a report from the Pro-Vice-Chancellor (Students) and the Director of Corporate Affairs and Planning confirming that the University's participation in the 2012 National Student Survey would commence on 6 February 2012. It was noted that the survey in 2012 would include an additional question addressing satisfaction with the Students' Union.

**(b) Academic Policy Committee**

The Pro-Vice-Chancellor (Students) presented reports of the meetings of the Academic Policy Committee held on 13 September and 21 October 2011.

**Senate considered** a proposed addition to regulations to implement a University policy on student use of proof-reading services. It was noted that the development of clear University guidance in this area was particularly welcome. **Senate approved** the policy for inclusion within the regulations to take effect from the 2012/13 academic year.

**Senate also considered** two proposed amendments to the Examination regulations, to clarify issues relating to students' personal possessions and conduct during examinations. **Senate approved** the amendments to regulations for immediate implementation.

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**Senate also considered and approved** a list of External Examiner appointments endorsed by the Committee.

**Senate also noted** the Committee's consideration of the further development of the Higher Education Achievement Report (HEAR), which had been first issued to graduating students in 2011. For new students the HEAR would be made available electronically following the January assessment period. **Senate noted** that the Committee was focussing on maximising the information included within the HEAR with reference to valuable activities undertaken by students in addition to their academic achievements.

**Senate approved** the report.

**(c) Careers Advisory Committee**

The Vice-Chancellor presented a report of the meeting of the Careers Advisory Committee held on 7 November 2011.

**Senate noted** the Committee's consideration of the University's current position in terms of employment outcomes in comparison to competitor institutions, and the recently published data on the career destinations of recent graduates. These were both key indicators of University performance in the field of careers and employability provision.

**Senate noted** the development of the University's Employability Strategy, responding to issues identified in this area. The strategy would form the foundation from which to develop greater support for the promotion of employability activities within departments, individual curricula and the wider University.

**Senate approved** the report.

**(d) Honorary Degrees Board**

The Vice-Chancellor presented a report of the meeting of the Honorary Degrees Board held on 21 October 2011.

**Senate considered** the nominations for the conferment of honorary degrees at the July 2012 ceremonies, at subsequent ceremonies as applicable, and at the degree congregations to be held for Newman University College in October 2012.

**Senate approved** the report and **resolved to recommend** to Council that these nominations be approved.

11/M45 **RESEARCH AND ENTERPRISE****(a) Enterprise Policy Committee**

**Senate considered** a proposal for the creation of a new Enterprise Policy Committee, reporting directly to Senate. The new Committee would be chaired by the Pro-Vice-Chancellor (Research and Enterprise) and would have responsibility for developing, approving and monitoring the implementation of an institutional enterprise strategy. **Senate noted** that enterprise and third stream activity represented a significant element of the University's overall portfolio, and that a strategic approach to the management of this activity was essential.

**Senate approved** the proposal.

**(b) Research Policy Committee**

The Pro-Vice-Chancellor (Research and Enterprise) presented a report of the meeting of the Research Policy Committee held on 3 November 2011.

**Senate considered** a proposed amendment to the Terms of Reference to the Committee to reflect the transfer of responsibility for the promotion and management of enterprise activities within the University to the new Enterprise Policy Committee. **Senate also considered** an amendment to specify the consideration of equal opportunities issues relating to research. **Senate approved** the amendments.

**Senate noted** that the Research Infrastructure Fund and Revolving Green Fund were both considering bids received requesting capital funding to invest in the University's research infrastructure. **Senate also noted** with pleasure that the University had successfully bid for funding from the Wellcome Trust Strategic Support Fund to enhance its research infrastructure.

**Senate approved** the report.

**(c) Research Income Generation**

**Senate received** a verbal report from the Pro-Vice-Chancellor (Research and Enterprise) on new measures to promote research income generation within the institution. It was noted that a new set of research income targets would shortly be circulated to departments. These aimed to broaden the base of high quality research activity within the University by increasing the proportion of academic staff within departments successfully obtaining funding which met or exceeded an agreed threshold. **Senate noted** that the aim was to incentivise staff to secure greater research funding, and that the Research Support Office would liaise with individual departments and colleagues to agree how this could be best supported.

**(d) Progress and Preparations for REF 2014**

**Senate received** a verbal report from the Pro-Vice-Chancellor (Research and Enterprise) on preparations for REF 2014. **Senate noted** that a detailed timeline for preparations for the 2014 Research Excellence Framework (REF) had been circulated to departments, and that this would be supplemented by individual monthly updates issued over the course of the year. **Senate also noted** that case studies and Panel evaluations were taking place to assess the potential affect of the Impact measurement on the University's submission in REF 2014.

11/M46 **REPORTS FROM COMMITTEES****(a) Staffing Policy Committee**

The Pro-Vice-Chancellor (Research and Enterprise) presented a report of the meeting of the Staffing Policy Committee held on 27 October 2011.

**Senate considered** the proposed amendment to the Terms of Reference for the Committee, formally delegating the approval of staff study leave to Heads of College. **Senate approved this amendment** however referred the Terms of Reference for further clarification.

**Senate noted** that the new employment related Ordinances had come into effect for 2011/12 and would be reviewed in conjunction with the Trades Unions at the end of the academic year. **Senate also noted** the Committee's consideration of issues relating to long term sickness reporting and the calculation of annual leave, bank holidays and closure days for part-time staff.

**(b) Information and Communications Strategy Committee**

The Pro-Vice-Chancellor and Head of the College of Science and Engineering presented a report of the meeting of the Information and Communications Strategy Committee held on 4 November 2011.

**Senate noted** that the development of the University IT Strategy was ongoing, with a final consultation with internal stakeholders due to take place in December.

**Senate also noted** that the Committee had approved the recommendation of the Blackboard Re-launch Project Board to engage Blackboard to host and support the virtual learning environment service externally.

**11/M47 DATES AND TIMES OF FUTURE MEETINGS**

Senate noted the dates of its meetings in the 2011/12 academic year as follows:

Wednesday 21 March 2012 at 2.00 p.m

Friday 6 July 2012 at 2.00 p.m

**CHAIR**