The Chair welcomed to the meeting the members of the Senate and those colleagues who were in attendance.
The Chair noted that, following elections in February 2017, Dr Scott Arthur had been elected as Dean of the University (Humanities and Social Sciences); Dr Peter Kew had been elected as Dean of the University (Science and Engineering); and Professor James Ritchie had been elected as Dean of the University (Pan-University). It was noted that they would formally commence office at 1 April 2017 and would serve a term of three years. The Chair congratulated them all on their success.

Finally, the Chair noted that, following elections earlier in March 2017, Mr Diarmuid Cowan had been elected to a second term as President of the Student Union and Mr Franklin Thankachan had been elected to a second term as President of the Student Council (Dubai). The Chair congratulated them both on their success.

M17/017  MINUTES OF THE LAST MEETING
Received  The minutes of the meeting held 25 January 2017.
Approved  The Senate approved the minutes as a correct record.

M17/018  MATTERS ARISING
Noted  There were no matters arising from the minutes that were not already on the agenda as circulated.

M17/019  REPORT FROM THE PRINCIPAL
Received  A report from the Principal and Chair of the Senate.
Noted  The Principal drew attention to student recruitment data as at March 2017. It was noted that the making of offers of admission to undergraduate programmes was now well advanced and the number of accepted offers was steadily accruing. A number of Applicant Visit Days had been hosted in March 2017 and more would be hosted in April 2017; these would play a crucial role in supporting offer acceptance numbers and the Principal thanked colleagues for their help in making these events a success. The Principal also welcomed the recent announcement by the Scottish Government that it would fund tuition fees of EU nationals for cohorts commencing programmes in the 2018-19 academic year.

The Senate noted that the University had been ranked among the world’s top universities in 12 subjects in the QS World University Subject Rankings 2017. The University was ranked in the world’s top 150 for chemical engineering and for civil and structural engineering and in the top 200 for actuarial mathematics and statistics. The University had also performed strongly in the 2017 Times Higher Education Student Survey. Overall the University had been ranked 33rd in the UK and 4th in Scotland. The University had performed particularly well in terms of how likely students would be to recommend it to others (joint 4th); industry connections (7th); and security (8th).

It was noted that, over the course of 2017, the University would be marking its Year of Robotics. This would be a celebration of the University’s contributions to the development of robotics and artificial intelligence with a calendar of events for schools, the public, academia, industrial partners, funders, and policy makers. The Principal drew attention to the very positive media coverage which the Year of Robotics had received to date.

Finally, the Principal noted that Professor Robert Craik would in July 2017 reach the end of his five year appointment as Vice-Principal and Provost (Malaysia). Professor Craik had been responsible for the successful leadership of Heriot-Watt in Malaysia and, during his time there, the Malaysia campus has become a vibrant, growing, and successful part of the University. Professor Craik would, following the completion of his appointment, move to the Edinburgh campus and, with the title Provost Emeritus, continue to support the University’s international...
growth. The Principal thanked Professor Craik for his personal commitment to the development of the Malaysia campus.

M17/020 SUPPORT FOR NON-UK NATIONALS WORKING AT UK CAMPUSES
Considered A report on additional support to be provided for non-UK nationals working at the UK campuses and including those who could be affected by the withdrawal of the UK from the EU.
Noted That increasing numbers of non-UK nationals working at the UK campuses had asked for support and advice on the options open to them once Article 50 has been triggered and the UK began the process of withdrawing from the EU. Additionally, Human Resource Development had received requests for information and advice from non-UK nationals with regards to settlement in the UK. The University so far has communicated well with all staff, and European Economic Area nationals specifically, providing encouragement and offering moral support as well as general information and one-to-one advice where Human Resource Development had been able to help. However, in light of the additional uncertainty arising from the UK’s withdrawal from the EU, the University would be providing additional support for non-UK nationals working at the UK campuses.

It was noted that this additional support would take the form of a number of open briefing sessions for all interested staff on current and anticipated rights, legislation, and implications as well as one-to-one advice sessions with an immigration expert to discuss specific circumstances and applications for settlement in the UK. These sessions would be in addition to the support that would continue to be provided by Human Resource Development. It was noted that, while it would not be possible to provide unlimited support in any case, these sessions would enable staff to access professional expertise on their specific circumstances and the options open to them. The types of support available to staff would continue to be reviewed as the specific needs of non-UK nationals working at the UK campuses became clearer.

M17/021 THEMED PRESENTATION AND DISCUSSION
Considered A presentation on the development of the 2017 Five Year Financial Plan and the University’s priorities as it looks to develop its new University Strategy for the period from 2018.

M17/022 CHANCELLOR OF THE UNIVERSITY: REAPPOINTMENT [Paper: SEN/17/008]
Considered A proposal that Dr Robert Buchan should be reappointed as Chancellor of the University.
Noted That Dr Buchan had as Chancellor of the University shown a strong commitment to that office and to the University especially in relation to degree congregations at which he had officiated and his excellent contributions to alumni events and institutional development initiatives. The Court had approved the reappointment of Dr Buchan for a further two years and, in accordance with the Statutes, had invited the Senate to give its approval to that reappointment.

Approved The Senate approved the reappointment of Dr Robert Buchan as Chancellor of the University for a further period of two years from 1 December 2017 to 30 November 2019.
EDINBURGH BUSINESS SCHOOL AND SCHOOL OF SOCIAL SCIENCES: JOINT ACADEMIC WORKING [Paper: SEN/17/009]

Considered
A report on initiatives to support joint academic working between the Edinburgh Business School and the School of Social Sciences.

Noted
That the two Schools, despite differences in the scale of their activities, together comprised a significant provider of business management education. The ability of the two Schools to capitalise on their combined capabilities would require the articulation of a consistent view of their joint purpose, strategy, and quality. It was noted that the School of Social Sciences comprised a number of separate departments – the departments of psychology; languages and intercultural studies; accountancy, economics, and finance; and business management. The primary focus for joint working between the Schools would be on departments whose activities were cognate with the Edinburgh Business School.

It was noted that, in particular, three initiatives would foster closer academic collaboration between the Schools – (i) the availability of Panmure House as a high profile forum for policy formulation and debate and as a means of attracting high-calibre economics researchers; (ii) the recruitment of research-active academic staff by Edinburgh Business School to support the reshaping of its academic offering; and (iii) work to obtain professional accreditation for academic programmes including the Masters of Business Administration degree. These initiatives would support collaboration in a number of areas including the development of complementary portfolios of Masters degree programmes, alignment of research student supervision and training activities, submissions to the next Research Excellence Framework exercise, and the delivery of School of Social Sciences taught courses and executive education under the banner of the Edinburgh Business School. An initial agreement had been the appointment of a single Director of Research responsible for both Schools and the establishment of a joint School-level research committee. It was noted that, given the wider range of research activities within the School of Social Sciences compared with the Edinburgh Business School, a further discussion with the Deputy Principal (Research and Innovation) and the Heads of the two Schools would consider the retention of separate representation to the University-level Research and Knowledge Exchange Board or its successor as and when research faculty numbers in the Edinburgh Business School had increased.

INSTITUTIONAL CITIZENSHIP AND VALUES [Paper: SEN/17/021]

Considered
A proposed statement on institutional citizenship for the University with associated examples of what good citizenship looks like within the context of the global Heriot-Watt University Group.

Noted
Citizenship reflects the civic responsibilities of all staff – academic, administrative, and support staff – at a university. It is a code of behaviour and values for institutional involvement that extends beyond staff, students, or the University to include obligations to the wider community. Some of these responsibilities can be seen as contractual and some as behavioural, though both support the University and community through citizenship.

It was noted that the proposed statement would be presented to the Combined Joint Negotiating and Consultative Committee for consideration.

Agreed
The Senate agreed that the University should support a culture of constructive citizenship and the types of behaviours described in the proposed statement and that consideration should be given to practical ways in which that could be achieved. Recognition of these behaviours, for example through Performance and Development Reviews, was suggested as one way in which constructive citizenship might be encouraged. It was noted though that it was not intended that the behaviours described in the proposed statement would be actively policed; instead, it was hoped that the statement would support a shared understanding of the behaviours which all staff were expected to demonstrate and awareness of the responsibilities that all members of staff had to one another.
The Senate agreed that members who wished to provide any further feedback in relation to the proposed statement should do so in writing to the Head of the School of Engineering and Physical Sciences. It was agreed that the Senate should receive a further report on the proposed statement at its next ordinary meeting.

M17/025  ACADEMIC FREEDOM: DEFINITION [Paper: SEN/17/010]

Considered
A proposal that the definition of academic freedom contained in the Charter should be amended to reflect the definition contained in the Higher Education Governance (Scotland) Act 2016.

Noted
That the Higher Education Governance (Scotland) Act 2016 would have the effect of amending the definition of academic freedom contained in the Further and Higher Education (Scotland) Act 2005. The changes were not considered material in nature but it was recommended that the definition of academic freedom in the Charter should be amended to reflect the definition contained in the 2016 Act.

Agreed
It was noted that, as the definition was contained in Scottish legislation, it was not automatically applicable with respect to staff based outside Scotland. This was reflected in the Charter which specified that academic freedom was subject to the applicable laws.

M17/026  ACADEMIC GOVERNANCE STRUCTURES AND PROCESSES [Paper: SEN/17/011]

Received
A report on work to develop the University’s academic governance structures and processes arising from the review of the effectiveness of the Senate.

Noted
The report comprised terms of reference for new Standing Committees of the Senate; Standing Orders for Committees of the Senate; an Attendance Policy for Members of the Senate and Members of Committees of the Senate; and a proposal that meetings of the Senate should start at 09:30 (UK time) so as to facilitate participation by members based outside the UK.

Agreed
It was noted that the circulation of the report had been delayed owing to additional discussions relating to the composition of the new Standing Committees. A compromise had been agreed whereby votes on the exercise of powers or functions delegated from the Senate would be reserved to persons who were also members of the Senate. It had been agreed that this arrangement would be monitored; the Standing Committees were expected to make decisions by consensus and require votes only in exceptional circumstances. It was noted that the project board had agreed that professional services staff would not be members of the Standing Committees but would continue to attend meetings to support the effectiveness of their work.

Agreed
The Senate agreed that, owing to the delay in circulating the report, its consideration should be deferred to the next ordinary meeting.

M17/027  ORDINANCE C1: ELECTIONS TO THE SENATE [Paper: SEN/17/012]

Received
Ordinance C1 (Election of Members from the Schools to the Senate) including modifications relating to the removal from membership of members of the Senate in accordance with the Statutes.

Endorsed
The Senate endorsed the Ordinance as modified and agreed that the Court should be invited to approve the Ordinance as modified.
M17/028  ORDINANCE P8: SCHOOLS, INSTITUTES, DEPARTMENTS OF STUDY [Paper: SEN/17/013]

Received  Ordinance P8 (Schools, Institutes, and Departments of Study) including modifications relating to the current structure of Schools and other academic units.

Endorsed  The Senate endorsed the Ordinance as modified and agreed that the Court should be invited to approve the Ordinance as modified.

M17/029  ACADEMIC REGULATIONS: RESTRUCTURING [Paper: SEN/17/014]

Received  A report on work being undertaken to restructure the Academic Regulations into a format that is more user-friendly and accessible for staff and students.

Noted  Following the substantial revision of the University Charter and Statutes in 2014-15 and the remodelling of the Ordinances in 2015, the Academic Regulations were the last major part of the University’s constitutional framework which remains in need of review. It was noted that the restructured Academic Regulations would be presented to the Senate for approval at a future meeting.

M17/030  RESEARCH ETHICS POLICY [Paper: SEN/17/015]

Received  A revised Research Ethics Policy.

Noted  The Policy was intended to set out the general principles that underpin the University’s approach to research ethics and to support consistency in approach across Schools and campuses. The Policy was consistent with UK legislation and with policies and guidelines from the Research Councils, the NHS, and other relevant bodies. The revised Policy was presented to the Senate with the endorsement of the Research Ethics Committee and the Research and Knowledge Exchange Board. Associated procedures were in development and these would provide practical advice on the process for seeking ethical approval of research. It was noted that the Policy would apply to all researchers at all campuses but that there could be some variations in statutory requirements in respect of researchers based outside the UK.

Approved  The Senate provisionally approved the revised Policy subject to amendments. It was agreed that a final draft of the Policy should be prepared and, with the endorsement of the Research Ethics Committee and the Research and Knowledge Exchange Board, presented for the approval of the Senate. It was agreed that, in preparing a final draft of the Policy, the Research Ethics Committee should (i) consider the need to address within the Policy ethical issues arising from digital research, management of research data, and the analysis of large datasets (“big data”); (ii) ensure consistency to whether requirements represented good practice or best practice; and (iii) indicate terms which were defined in the Ordinances.

The Senate agreed that the University needed to support a culture of research integrity and it was noted that a general policy on research integrity was in development as well as a new policy on handling allegations of research misconduct. It was agreed that the Research Ethics Committee should consider the need for a more integrated approach to training and advice on research integrity accessible to all members of the University’s academic community.

M17/031  SENATE BUSINESS COMMITTEE [Paper: SEN/17/016]

Received  The minutes of the meeting held 15 March 2017.

Noted  Arising from minute 17/017, that the Committee had received from the Honorary Degrees Group a report of nominations where the granting of an honorary degree had been approved.
M17/032  POSTGRADUATE STUDIES COMMITTEE [Paper: SEN/17/017]

Received  The minutes of the meetings held 17 January 2017 and 28 February 2017.

Noted  Arising from minutes 17/005 and 17/018, that the Chair, on behalf of the Committee, had approved the appointment of examiners for specified research students.

Arising from minutes 17/007, 17/020, and 17/021, that the Chair, on behalf of the Committee, had approved the appointment of supervisors for specified research students.

Arising from minutes 17/009 and 17/022, that the Chair, on behalf of the Committee, had approved the appointment of external examiners for specified taught postgraduate programmes.

M17/033  QUALITY AND STANDARDS COMMITTEE [Paper: SEN/17/018]

Received  The minutes of the meeting held 15 February 2017.

Noted  The report of business conducted by the Committee.

M17/034  ORDINANCES AND REGULATIONS COMMITTEE [Paper: SEN/17/019]

Received  The minutes of the meeting held 15 February 2017.

Noted  The report of business conducted by the Committee.

Approved  The Senate approved the Committee’s terms of reference as modified.

M17/035  LEARNING AND TEACHING BOARD [Paper: SEN/17/020]

Received  The minutes of the meeting held 1 February 2017.

Noted  The report of business conducted by the Board.

It was noted that the Board had considered the specification for the learning and teaching functionality within the planned Discovery and Innovation Centre. These discussions had not to date involved the Virtual Learning Environment Management Group or the Technology-Enhanced Learning Special Interest Group. It was agreed that the Deputy Principal (Learning and Teaching) should be invited to consider how these bodies could contribute to future discussions regarding the learning and teaching functionality within Discovery and Innovation Centre.

M17/036  DATE OF NEXT MEETING

Noted  That the next meeting of the Senate would be held 17 May 2017.

Signed by Chair …………………………………………………

Date ……………………………………………………………..