In the Chair:  Professor Richard A Williams

Present Also:  
Professor Julian Jones  Dr Sandhya Patidar  
Professor Robert Craik  Dr Derek Ball  
Professor Ammar Kaka  Dr Stephen Houston  
Professor Gillian Hogg  Dr Fadi Ghaith*  
Dr Gillian Murray  Professor Ian Galbraith  
Professor Gareth Pender  Professor Raffaella Ocone  
Professor John Sawkins  Mr Alan Harper  
Dr Scott Arthur  Dr Gillian Thomson  
Dr Peter Kew  Professor Stuart Macgregor  
Professor James Ritchie  Dr Mutasim Nour*  
Professor Malcolm Chrisp  Dr Marion Winters  
Professor Robert Macintosh  Dr Audrey Paterson  
Professor Stephen McLaughlin  Dr Alan Gow  
Professor Beatrice Pelloni  Dr Shumei Gao  
Professor Fiona Waldron  Dr Yvonne McLaren-Hankin  
Professor Angus Macdonald  Professor Isabelle Perez  
Mr Diarmuid Cowan  Dr Amos Haniff  
Ms Sheona Dorrian  Dr Christopher Dodd  
Professor Patrick Corbett  Professor Nick Gilbert  
Dr Laurent Galbrun  Dr George Streftaris  
Dr Mehreen Gul  Professor Nick Taylor  
Professor Omar Laghouache  Professor Greg Michaelson  
Dr Rink Van Dijke  Dr Catherine Donnelly  
Dr Olisanwendu Ogwuda*  Dr Aude Le Guennec  
Dr Alan Forster  Ms Jane Priest  
Dr Alan Cuthbertson  Mr Shai Davidov  
Dr Jingsheng Ma  Mr Gerry Reilly  
Dr Gabriela Medero  Dr Bill Wallace  

In Attendance:  
Ms Ann Marie Dalton-Pillay  Dr Maggie King  
Mr Paul Travill  Mr Jay Clifford  
Mr Richard McGookin  Mr John McDermott  
Mr Mike Roch  Mr Brett Dodgson (Clerk)  

Apologies:  
Dr Carrie Annabi  Professor Kenneth McKendrick  
Dr Frédéric Bosché  Mr Dilip Mothiram  
Dr Lila Georgieva  Mrs Vanessa Northway  
Dr Helen Hastie  Dr James Richards  
Dr Fiona Jardine  Dr Verena Rieser  
Dr Sara Keith  Professor Vicki Stone  
Professor Heather McGregor  Ms Sue Collier  

* Indicates member participating remotely

MINUTE REF  M17/037  WELCOME AND ANNOUNCEMENTS

The Chair welcomed to the meeting the members of the Senate and those colleagues who were in attendance.

The Chair extended a particular welcome to the newly elected Deans of the University who had formally taken up office from 1 April 2017.
The Chair noted that a number of elected members would complete their term of membership at 31 July 2017. The Senate thanked the elected members for their contributions to the work of the Senate and, in particular, those elected members who would demit membership of the Senate at 31 July 2017 – Dr Carrie Annabi, Dr Derek Ball, Dr Laurent Galbrun, Professor Nick Gilbert, Dr Mehreen Gul, Dr Helen Hastie, Dr Fiona Jardine, and Professor Kenneth McKendrick. The Senate extended special thanks to Professor Kenneth McKendrick who had completed two terms of membership over which time he had made notable contributions to the work of the Senate, the Senate Business Committee, and the Senate Effectiveness Project Board. It was noted that, following a call for nominations, vacancies in the elected membership were expected to be filled in the next few weeks and that elections would be held in those Schools where there were more candidates that vacancies. A list of the newly elected members of the Senate would be circulated in June 2017.

The Chair further noted:

1. that the Student Union Vice-President (Community), Ms Sheona Dorrian, would complete her term of office as at 31 May 2017; the Senate thanked Ms Dorrian for her contributions to the work of the Senate and the Student Union; the Senate welcomed to the meeting Mr Jay Clifford who would take up office as Student Union Vice-President (Community) from 1 June 2017;

2. that the Provost and Vice-Principal (Malaysia), Professor Robert Craik, would complete his term of office at 31 July 2017; the Senate thanked Professor Craik for his leadership at the Malaysia campus and for supporting the development of the campus as a vibrant part of the University – it was noted that the affection in which he was held by students and staff at the Malaysia campus reflected the personal dedication he had shown over the campus’ first five years of operation; the Senate noted that Professor Craik would in August 2017 take up the position of Provost Emeritus in which role he would continue to support the University’s international growth;

3. that Professor Lynne Jack, of the School of Energy, Geoscience, Infrastructure, and Society, had been appointed to the position of Director of Research for the Malaysia campus; in that role Professor Jack would support the development of research capacity at the Malaysia campus and the establishment of new local research and business engagement partnerships;

4. that the Director of Information Services, Mr Mike Roch, would be retiring from the University at 31 May 2017; the Senate thanked Mr Roch for his work to develop the University’s information services and connectedness; and

5. that the Clerk to the Senate, Mr Brett Dodgson, would be leaving the University at 26 May 2017; the Senate thanked Mr Dodgson for his professional support to the Senate and its members.

M17/038 MINUTES OF THE PREVIOUS MEETING
Received The minutes of the meeting held 29 March 2017.
Approved The Senate approved the minutes as a correct record.

M17/039 MATTERS ARISING
Noted There were no matters arising from the minutes that were not already on the agenda as circulated.
A report from the Chair of the Senate.

It was noted that an initial version of the 2017 Five Year Financial Plan had been endorsed by the University Executive. The Plan was consistent with the planning envelopes approved by the Court and, subject to the agreement of the Finance Committee, would in June 2017 be presented to the Court for approval.

The Chair drew attention to the 2018 Guardian University League Tables. The University had been placed 26th out of 121 UK higher education institutions. In the subject ranking the University was placed 2nd for building and town and country planning and 3rd for economics. The University had also performed well in the 2018 Complete University Guide – being placed 3rd in Scotland and rising six places to 28th in the UK. In the subject ranking half of the University’s subjects were placed in the top quartile with particular improvements in degree completion rates. It was noted that at subject level the results showed continued variations in performance and scope for further improvement. The Chair welcomed the results and thanked all colleagues whose work was reflected in the University’s performance.

Similarly, it was noted that the University had performed strongly in the 2017 Guardian University Awards. The School of Social Science’s British Sign Language programme had received the Social and Community Impact Award. Professor Graham Turner and his team had helped shape the British Sign Language (Scotland) Act 2015 and continue the University’s record of positive impact in communities. The Chair extended to Professor Turner and his team his congratulations on their success. The Chair also congratulated the team behind the Homelessness Monitor Project in the School of Energy, Geoscience, Infrastructure, and Society; the project had been nominated in the Research Impact category for its role in shaping the UK Homelessness Reduction Act 2017.

The Chair noted that the University had retained its Athena SWAN Charter Bronze Award. It was noted that the Award recognised the University’s commitment to tackling gender inequality and had been awarded under expanded criteria which, as well as science and engineering disciplines, also covered arts, humanities, social sciences, business, and law disciplines as well as professional and support staff across disciplines. The Senate thanked Ms Tina Donnelly, Athena SWAN Officer, and Ms Sharan Virdee, Equality and Diversity Partner, for their work on the University’s award submission. It was noted that those Schools which did not already hold Athena SWAN Charter Awards were expected to develop award submissions in the near future.

Finally, the Chair noted the Scottish Government’s 15-24 Learner Journey Review. The Review would consider the learner journey of 15 to 24 year olds from the senior phase of secondary education through to employment and including the stages of further and higher education in colleges, higher education in universities, vocational training, and apprenticeships. Learner choice and system efficiency would be the focus of the review. The Chair invited members of the Senate to familiarise themselves with the terms of the Review.

A presentation on work to counter “contract” cheating whereby students commission another party to produce academic work on their behalf. It was noted that the Learning and Teaching Board had commissioned a review of procedures and practices relating to student academic integrity and that the University would continue to work with the Student Union to develop the culture of academic integrity within the student community.
ACADEMIC COHERENCE

Considered
A report on work that was underway to develop the academic coherence of the University across its Schools and campuses.

Noted
That there were three main areas of work currently underway which were intended to develop the University’s academic coherence:

1. the Deputy Principal (Learning and Teaching) and others were leading a number of related projects to develop the University’s educational provision and educational partnerships; it was noted that the new Graduate Level Apprenticeships were an example of such developments and that, in developing a new Learning and Teaching Strategy, there would be scope to consider opportunities such as the University’s foundation programme offer, the purpose and structure of the first year of undergraduate degree programmes, and articulation arrangements and similar partnerships with further education institutions;

2. the Deputy Principal (Research and Innovation) was leading work that would help the University to clearly communicate its research strengths; a more coherent articulation of research capabilities would better position the University to respond to business engagement opportunities and access reconfigured research funding streams; and

3. the Heads of Schools had been invited to identify opportunities for joint academic working and to remove barriers which inhibited inter-disciplinary collaboration and institutional effectiveness; it was noted that the approach to joint academic working between the Edinburgh Business School and the School of Social Sciences was one example of the opportunities that existed to foster closer academic collaboration between Schools.

The Senate noted that it would receive further reports on this work in the future.

THE SENATE: START TIME FOR MEETINGS [Paper: SEN/17/022]

Considered
A proposal that, for the 2017-18 academic year and onward, the meetings of the Senate should start at 09:30 (UK time) and alternate between Wednesdays and Thursdays.

Noted
That in October 2016 the Senate had agreed in principle that meetings of the Senate should be held in the morning (UK time) so as to facilitate the full participation of members based outside the UK [minute 16/067]. It was noted that, subsequently, further work had been undertaken to assess the possible impacts of these changes. That assessment had indicated that these changes would help to facilitate the full participation of colleagues based at the Dubai and Malaysia campuses without having an adverse effect on the participation of colleagues based at the Scottish campuses.

Agreed
The Senate agreed that, for the 2017-18 academic year and onward, the meetings of the Senate should start at 09:30 (UK time), that meetings should alternate between Wednesdays and Thursdays, and that the Senate Committee for Interim Business and Effectiveness should monitor the effectiveness of these arrangements.

The Senate further agreed that, for the 2017-18 academic year, the Senate should meet 4 October 2017, 14 December 2017, 7 February 2018, 12 April 2018, and 13 June 2018. It was noted that the June meeting may need to be rescheduled should this fall on a public holiday in the United Arab Emirates.

THE SENATE: ATTENDANCE POLICY [Paper: SEN/17/023]

Considered
A new attendance policy for members of the Senate and members of the Standing Committees of the Senate.

Noted
That the ability of the Senate to discharge the powers and functions delegated to it from the Court was dependent on the full participation of its members. The new Policy was intended to
encourage and facilitate the participation of members and to enable attendance issues to be addressed in a supportive way.

Agreed

The Senate agreed that the provisions with respect to when an attendance issue would be deemed to have arisen should be modified. It was agreed that the Policy as amended should be circulated to the Senate for approval by correspondence.


Considered New Standing Orders for the Standing Committees of the Senate.

Noted That the Standing Orders set out the requirements and expectations for the way in which the Standing Committees would work and the way in which they would conduct their business. The Standing Orders were based on the Standing Orders for the Senate which the Senate had approved in October 2016 [minute 16/066].

Approved The Senate approved the Standing Orders subject to the addition of expectations for participation of committee members in votes and ballots of a committee.


Considered The proposed Terms of Reference for the new Standing Committees of the Senate – the University Committee for Research and Innovation (UCRI), the University Committee for Learning and Teaching (UCLT), the University Committee for Quality and Standards (UCQS), and the Senate Committee for Interim Business and Effectiveness (SCIBE).

Noted That the Senate, following a review of its effectiveness, had:

1. agreed that there should be three primary Standing Committees of the Senate – the Research and Innovation Committee, the Learning and Teaching Committee, and the Quality and Standards Committee [minute 16/064];

2. agreed that the Senate Business Committee should be disestablished and that a new Interim Business and Effectiveness Committee should be established to support the governance and operation of the Senate and the other Standing Committees of the Senate [minute 16/064]; and

3. approved a Statement of Primary Responsibilities and Delegations that set out the specific powers and functions of the Senate and the ways in which those powers and functions would be delegated [minute 16/065].

It was noted that the proposed Terms of Reference were consistent with the Statement of Primary Responsibilities and Delegations and that the Terms of Reference were presented to the Senate with the endorsement of the Senate Effectiveness Project Board.

Approved The Senate approved the Terms of Reference as presented and agreed that:

1. the University Committee for Research and Innovation, the University Committee for Learning and Teaching, and the University Committee for Quality and Standards should be established from 1 August 2017;

2. the University Executive should be invited to approve the disestablishment of the Learning and Teaching Board and the Research and Knowledge Exchange Board and agree that the Boards should be disestablished from 31 July 2017;

3. the Undergraduate Studies Committee and the Postgraduate Studies Committee should continue to operate under their existing Terms of Reference and that specified powers and functions intended to be delegated to the University Committee for Research and Innovation and the University Committee for Quality and Standards should continue to be
discharged by the Undergraduate Studies Committee and the Postgraduate Studies Committee until such date as the Senate approved Terms of Reference for the proposed sub-committees of the University Committee for Research and Innovation and the University Committee for Quality and Standards;

4. the Chairs of the University Committee for Research and Innovation and the University Committee for Quality and Standards should consider the value of holding periodic strategy days consistent with their strategic functions;

5. the nominations of candidates for the Senate-appointed membership of the University Committee for Research and Innovation, the University Committee for Learning and Teaching, and the University Committee for Quality and Standards should be submitted to the Vice-Principal and that, pending the approval of new Ordinances governing the Standing Committees of the Senate, the Senate Business Committee or the Senate Committee for Interim Business and Effectiveness should, on behalf of the Senate, appoint the Senate-appointed members of the University Committees for: Research and Innovation; Learning and Teaching; and Quality and Standards;

6. the Court should be invited to revoke Ordinance C5 (Senate Business Committee);

7. the Senate Committee for Interim Business and Effectiveness should be established from the date of the revocation of Ordinance C5;

8. the elected membership of the Senate Committee for Interim Business and Effectiveness, pending the approval of new Ordinances governing the Standing Committees of the Senate, should comprise Dr Fadi Ghaith, Dr Scott Arthur, and Dr Peter Kew; and

9. the Senate Business Committee should be disestablished from the date of the revocation of Ordinance C5.

M17/047 INSTITUTIONAL CITIZENSHIP AND VALUES [Paper: SEN/17/026]

Considered A revised statement on institutional citizenship and values.

Noted It was noted that the Senate had considered an initial version of the statement and that members had had the opportunity to submit written comments and suggestions in relation to this [minute 17/024]. The statement as now presented incorporated suggestions proposed by members of the Senate as well as feedback from the Combined Joint Negotiating and Consultative Committee.

Endorsed The Senate endorsed the statement as presented and agreed that this should be promoted within the University community. It was noted that briefing events and materials on academic promotions would make reference to the statement and draw attention to the values and behaviours that staff were expected to demonstrate.

M17/048 CONSTITUTIONAL FRAMEWORK DEFINITIONS [Paper: SEN/17/027]

Considered The Constitutional Framework Definitions including amendments relating to the Statements of Primary Responsibilities for the Court and the Senate and the incorporation of policies in the University's terms and conditions of employment.

Endorsed The Senate endorsed the Constitutional Framework Definitions as amended and agreed that the Court should be invited to approve the Constitutional Framework Definitions as amended.

M17/049 REMOVAL OF MEMBERS OF THE SENATE [Paper: SEN/17/028]

Received A report on procedures to remove a member of the Court in accordance with the terms of the Higher Education Governance (Scotland) Act 2016.
Noted That the Higher Education Governance (Scotland) Act 2016 included provision for a member of the governing body of a higher education institution to seek a review of a resolution to remove that person from the membership of the governing body. The Constitutional Review Group was currently considering how the Statutes might be modified to reflect this provision.

Agreed The Senate agreed that the Secretary of the University, with members of the Senate on the Constitutional Review Group, should consider the need for an equivalent provision with respect to the removal of a member of the Senate. It was agreed that, as needed, the Secretary of the University should present recommendations for the consideration of the Senate.

M17/050 ORDINANCE P6: APPROVED TEACHERS, TUTORS, AND MARKERS [Paper: SEN/17/029]

Received Ordinance P6 (Approved Teachers, Tutors, and Markers) including modifications relating to the role of Approved Demonstrator.

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

M17/051 RESEARCH ETHICS POLICY [Paper: SEN/17/030]

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. It was noted that the Senate had provisionally approved the revised Policy subject to amendments [minute 17/030]. The Policy as now presented incorporated the amendments proposed by the Senate.

Approved The Senate approved the Policy as presented.

M17/052 SENATE BUSINESS COMMITTEE [Paper: SEN/17/031]

Received The minutes of the meeting held 3 May 2017.

Noted Arising from minute 17/023, the Senate noted the report of business conducted by correspondence.

M17/052 UNDERGRADUATE STUDIES COMMITTEE [Paper: SEN/17/032]

Received The minutes of the meeting held 15 March 2017.

Noted Arising from minute 17/008, that the Chair, on behalf of the Committee, had approved the appointment of external examiners for specified undergraduate programmes.

M17/053 POSTGRADUATE STUDIES COMMITTEE [Paper: SEN/17/033]

Received The minutes of the meeting held 11 April 2017.

Noted Arising from minute 17/030, that the Chair, on behalf of the Committee, had approved the appointment of examiners for specified research students.

Arising from minutes 17/032 and 17/033, that the Chair, on behalf of the Committee, had approved the appointment of supervisors for specified research students.

Arising from minute 17/034, that the Chair, on behalf of the Committee, had approved the appointment of external examiners for specified taught postgraduate programmes.
M17/054 QUALITY AND STANDARDS COMMITTEE [Paper: SEN/17/034]
Received The minutes of the meeting held 26 April 2017.
Noted The report of business conducted by the Committee.
Approved The Senate approved the appointment of Professor James Ritchie as Vice-Chair for the Committee.

Received The annual report of the Discipline Committee for the 2015-16 academic year.
Noted The report of cases considered.

Received The annual report of academic appeals for the 2015-16 academic year.
Noted The report of appeals considered.

M17/057 ORDINANCES AND REGULATIONS COMMITTEE [Paper: SEN/17/036]
Agreed The Senate agreed that the minutes of the meeting held 3 May 2017 should be deferred. It was agreed that the minutes should be presented at the next ordinary meeting of the Senate.

M17/058 LEARNING AND TEACHING BOARD [Paper: SEN/17/037]
Received The minutes of the meeting held 5 April 2017.
Noted The report of business conducted by the Board.

M17/059 RESEARCH AND KNOWLEDGE EXCHANGE BOARD [Papers: SEN/17/038A, SEN/17/038B, and SEN/17/038C]
Received The minutes of the meetings held 16 February 2017, 14 March 2017, and 12 April 2017.
Noted The report of business conducted by the Board.

M17/060 DATE OF NEXT MEETING
Noted That an additional meeting of the Senate would be held 28 June 2017. The next ordinary meeting of the Senate would be held 4 October 2017.

Signed by Chair ................................................................. Date ...........................................