23. WELCOME

The Chair welcomed all those attending the meeting, which was his first as Acting Principal. He also reported that the Deputy Principal (External Relations) would be Acting Vice-Principal in the period until the new Principal took office.

It was noted that there were insufficient members present to form a quorum. Under Statute XIII therefore, no decisions could be made at the meeting.

24. MINUTES OF PREVIOUS MEETINGS

It was reported that a request had been made to amend minute 14.1 of the minutes of the Senate meeting on 11 February 2015. The Senate was content for the penultimate paragraph of minute 14.1 to be replaced as follows:

In discussion it was noted that around 82% of the staff eligible to participate in the REF had done so. Plans were being made to increase the number of staff next time. It was questioned whether it was possible to see the effect of the earlier Global Platform appointments in the REF result. It was noted that REF cannot be correlated to individuals and that all staff were expected to continue to contribute strongly to the University’s high performance. It was questioned whether the internal REF selection criteria could be assessed against the outcome to better inform decisions in the next exercise regarding staff to be included or excluded. It was agreed that this issue would certainly be reviewed for the next REF in order to gain a better correlation between internal predictions and actual outcomes.

With the inclusion of that amendment, the Senate was content with the minutes of the meeting of 11 February 2015, which would be submitted to the next meeting for approval.

The Senate was content with the minutes of the special meeting of 11 March 2015, which would be submitted to the next meeting for approval.
25. MATTERS ARISING FROM THE MINUTES

25.1 Review of the Charter and Statutes (minute 3.1)

The Director, Governance and Legal Services gave a full report on the process to approve the revised Charter & Statutes. It was noted that following approval of the Charter & Statutes by the Senate and the Court in June 2014, these had been submitted to the Privy Council for informal comment. The Privy Council asked the Scottish Government Legal Directorate (SGLD) to comment in the first instance.

Since November 2014, the University, via its lawyers, has been corresponding with the SGLD to address points they have raised on our revised Charter & Statutes. These have largely been non-material or requests for supporting information. A number have been drafting comments and not related to the substance of the Charter & Statutes.

On 11th March 2015 the SGLD gave confirmation that, subject to resolution of a final point [which related to internal auditors] the SGLD would be content for the revised Charter and Statutes to be put to the Privy Council for formal approval. On receipt, and if they were satisfied that the instruments had all been correctly lodged with them, the Privy Council would then in turn make a formal request to the SGLD. The SGLD advised however, that the Privy Council was not meeting in April and would be unlikely to meet in May (due to the General Election). Therefore, the next meeting at which these instruments could be considered would be the middle of June. The SGLD indicated that provided they receive the formal request from the Privy Council sometime in the next month, they should be able to obtain the approvals of the First Minister and the Lord Advocate in time for the June meeting.

It was noted that this was contrary to the information previously received from the SGLD and the first indication of a serious delay to the approval timeline. A request was therefore made to both the SGLD and Privy Council to determine if this could be expedited. It was confirmed however, that the earliest date for Privy Council approval will now be June 2015.

Informed by this external timescale, the opportunity had been taken to make a further few minor improvements. The Constitution Review Group had agreed these and the changes had been sent to SGLD. A response was still awaited from SGLD, but as soon as SGLD approval is received, it was noted that the internal approvals process would now be:

- The final version of the revised Charter and Statutes would be circulated to the Senate by correspondence for information;
- The final version of the revised Charter and Statutes would be circulated to the Court by correspondence and Court’s approval sought for an Emergency Committee of Court to approve the document by Special Resolution;
- Meeting of the Emergency Committee of the Court (tentative date 14th April 2015);
- Display Special Resolution for 28 days (subsequent steps can take place during this period);
- Final drafts and Special Resolution sent to the Privy Council requesting formal approval. (by end of April 2015);
- SGLD submit the revised drafts to the First Minister and Lord Advocate. (The SGLD estimate 2 weeks the PCO estimate 4 weeks);
- Privy Council Approval anticipated (June 2015).

It was noted that whilst the Privy Council required that the Court give approval to the precise wording that would form the new Charter and Statutes, the Senate was not required to approve the final version as all the amendments made since Senate had last given approval had been very minor. Those members of the Senate who were members of the Constitution Review Group confirmed the minor nature of the changes since June 2014.

The Senate noted the report.

25.2 Appointment of the new Principal & Vice-Chancellor (minute 21)

The Secretary of the University was pleased to report that subsequent to the special meeting of Senate on 11 March, the Court had agreed to appoint Professor Richard Williams OBE as the new Principal & Vice-Chancellor to succeed Professor Steve Chapman. It was noted that all contractual issues had been concluded to the satisfaction of all parties and that Professor Williams would take office on 1 September 2015.

The Senate noted the information and warmly welcomed the appointment.
26. **REPORT FROM THE SENATE BUSINESS COMMITTEE: BUSINESS TRANSACTED TO 29 JANUARY 2014** (SP/15/15)

The Senate received and considered a report on items considered by the Senate Business Committee by correspondence. The Senate noted the following items that had been dealt with by SBC:

- Approval of the division of schools and disciplines for the November 2015 Graduations taking place overseas;
- Approval of a number of intermediate awards in the Edinburgh Business School.

27. **REPORT FROM THE SENATE BUSINESS COMMITTEE: MEETING OF 12 MARCH 2015** (SP/15/16)

The Senate received and considered a report on a meeting of the Senate Business Committee held on 12 March 2015. It was noted that the following items had been discussed:

- Senate Business:
  - SBC had agreed to recommend to Senate that it approves the Policy on Student Attendance and Procedures for Compulsory Withdrawal – to be discussed on the agenda as paper SP/15/23;
  - SBC had agreed to instigate a scoping exercise for a review of Senate and its Committees. It was anticipated that at least an initial outcome from the scoping exercise would be given to the Senate meeting in May 2015.
- Senate Appointed Representative on JEUMEC: Mr A Harper had been appointed as the University’s representative on the Joint Edinburgh Universities Military Education Committee for an initial period of three years;
- Report of Elections to the Senate;
- Senate and Committee dates for 2015/16;
- Conferment of Honorary Titles.

28. **REPORT FROM THE UNDERGRADUATE STUDIES COMMITTEE** (SP/15/17)

The Senate received and noted a report, presented by the Chair of the Undergraduate Studies Committee, on a meeting held on 11 March 2015. The Senate noted that the following items had been discussed:

- Amendments to Registrations and Student Appeals to the USC;
- Programme approvals;
- Authorisation for Modifications to the Dubai Degree Entry Programme;
- The need for additional members to be brought onto USC to deal with an increase in business.

29. **REPORT FROM THE POSTGRADUATE STUDIES COMMITTEE** (SP/15/18)

The Senate received and noted a report, presented by the Senior Dean, in the absence of the Chair of the Postgraduate Studies Committee, on a meeting held on 3 March 2015. The Senate noted that the following items had been discussed:

- The need for additional members to be brought onto PSC to deal with an increase in business;
- Approval of Thesis Titles and Appointment of Examiners;
- Amendments to Registration;
- Appointment of Approved Supervisors for Postgraduate Research Students;
- Approval of Supervisor Nominations for Postgraduate Research Students;
- Approval of External Examiners for Postgraduate Taught Programmes;
- Reports from Examiners for Research Degrees;
- Programme Approvals.

30. **REPORT FROM THE QUALITY AND STANDARDS COMMITTEE** (SP/15/19)

The Senate received and considered a report, presented by the Chair of the Quality and Standards Committee, on a meeting held on 18 February 2015. The Senate noted that the following items had been discussed:

- Interim Academic Review of MSc in Business Psychology, Malaysia;
- Academic Review (Dubai) and Internal Audit: The School of EGIS;
- Academic Review of Civil Engineering;
- Academic-related Review of Information Services;
- Internal Audit: School of Life Sciences: Report and Action Plan;
- Annual Report on Exchange Partnerships;
- Annual Report on Off-Campus Examinations;
• Annual Report on On-Campus Examinations;
• Management-Led Review of Psychology: Process;
• Exchange Agreement Approvals;
• Quality Assurance Briefing Session.

31. REPORT FROM THE ACADEMIC COUNCIL (WEST LONDON COLLEGE) (SP/15/06)

The Senate received and considered a report, presented by the Chair of the Academic Council (West London College), on a meeting held on 3 February 2015. The Senate noted that the following items had been discussed:
• Review of Educational Oversight Board;
• ELIR Update;
• Mapping of WLCE Policies against HWU Policies;
• National Student Survey / PG Taught Experience Survey;
• End of Course Surveys;
• Updates and Reports from HWU Schools and WLC.

32. REPORT FROM THE ACADEMIC COUNCIL (MALAYSIA) (SP/15/07)

The Senate noted under item 5.1 of the paper, that whilst the Ministry of Education in Malaysia required students to pass the MPU qualification, failure to pass the MPU would not prevent a student who had successfully completed the Heriot-Watt programme of study from receiving a degree from the University.

Senate noted the following further items presented for information in SP/15/07:
• Report from the Chair;
• Academic Review of Programme in Malaysia;
• General Studies.

It was noted that the report from the AC (Malaysia) meeting on 27 February (SP/15/20) was not yet available and that the Clerk would ensure that the Report is submitted to the next meeting.

33. REPORT FROM THE ACADEMIC COUNCIL (DUBAI) (SP/15/21)

It was noted that the report from the AC (Dubai) meeting on 4 March was not yet available and that the Clerk would ensure that the Report is submitted to the next meeting.

34. REPORT FROM INFORMATION SERVICES COMMITTEE (SP/15/22)

It was noted that the report from the ISC meeting on 4 March was not yet available and that the Clerk would ensure that the Report is submitted to the next meeting.

35. ORDINANCES AND REGULATIONS COMMITTEE

The Senate was informed that an incorrect reference had been discovered in Regulation 6: Degree of Doctor of Philosophy. Paragraph 15.1 in Regulation 6 covers a candidate who is a Fellow of Heriot-Watt College; and paragraph 15.1.1 allows the minimum periods of study required in terms of paragraphs 8.6.1 or 8.7.1 to be reduced. However, Paragraphs 8.6.1 and 8.7.1 do not exist and it is obvious that the reference should be to paragraphs 8.2.1 and 8.3.1.

The Senate was content that Regulation 6: Degree of Doctor of Philosophy should be amended to rectify the incorrect reference, however as the meeting was inquorate, the matter could not be approved and would be referred to the next meeting for approval.

36. PRESENTATION AND DISCUSSION ITEMS

36.1 POLICIES ON STUDENT ATTENDANCE AND COMPULSORY WITHDRAWAL PROCEDURES (SP/15/23)

It was noted that as the meeting was inquorate, the proposals in the paper could not be approved and would be referred to the next meeting for approval.
36.2 UPDATE ON ELIR (PART 1 AND PART 2 VISIT):

The Deputy Principal (Learning and Teaching) gave a brief update on the ELIR, subsequent to the Part 2 Visit of the ELIR team. It was noted that official advice would be provided by QAA later in the week, with a full briefing expected in May. The unofficial advice received therefore required to be kept confidential to Senate members only for the time being.

** RESERVED SECTION BEGINS **

The Deputy Principal (Learning and Teaching) was delighted to report that the ELIR team had given the University the best possible outcome. The overarching judgement was that the current and likely future effectiveness of the institution’s arrangements for managing academic standards and enhancing the quality of the student learning experience was effective in all six areas covered.

It was noted that the formal feedback from QAA would describe areas of good practice as well as those areas where improvements were required. The judgement confirmed that the University was on a strong footing, and the outcome gave an opportunity to build on that. The further enhancement to the reputation of the University in the UK and abroad was welcomed.

Appreciation was expressed to all who had been involved in the ELIR process: the Deputy Principal (Learning and Teaching) and the Head of Academic Quality, who had led the process; the staff in the Registry who had given integral support; the staff and students from across the University who had participated in the preparations and visits. It was noticeable that the student voice had been at the heart of the process.

RESERVED SECTION ENDS **

In response to a query regarding the current student campaign for improved study space, it was noted that the nature of the formal feedback was not yet known, but that the ELIR team had not identified any issues regarding study space at the Edinburgh Campus during meetings with students and staff.

The Chair thanked the Deputy Principal (Learning and Teaching) for his update.

36.3 UPDATE ON MAJOR PROJECTS

It was noted that this item would be taken as part of the Briefing from the UE (paper SP/15/24)

36.4 UPDATE ON BRITISH GEOLOGICAL SURVEY CO-LOCATION (LYELL CENTRE)

The Senate was joined by Professor J R Underhill (Shell Chair of Exploration Geoscience in the School of EGIS and Lyell Lead for Earth Science) and Dr S D G Campbell (Chief Geologist for Scotland of the British Geological Survey), who gave a presentation and answered questions on progress being made towards the establishment of the Lyell Centre. It was noted that the presentation slides would be circulated to all members after the meeting and that further information could be found at:

http://www.bgs.ac.uk/contacts/sites/edinburgh/lyellCentre/home.html

http://www.hw.ac.uk/about/careers/job-opportunities/lyell-centre-appointments-research-leaders.htm

The presentation included the following:

- The Lyell Centre is a strategic partnership between Heriot-Watt University and the British Geological Survey (BGS) to create a new research centre for earth and marine science and technology. Based at Heriot-Watt’s Edinburgh Campus, the Sir Charles Lyell Centre will be one of Europe’s leading centres for research and expertise in the earth and marine sciences.
- The key Heriot-Watt contacts are Professor Underhill and Professor J M Roberts (Professor of Marine Biology Geoscience in the School of EGIS and Scientific Co-Ordinator for The Lyell Centre). Professor Roberts had been unable to attend the meeting.
- The development of the project was detailed, including recognising the instigating role and ongoing participation of the School of Life Sciences.
- The Centre is named for Sir Charles Lyell, a leading 19th Century geologist, who had links to the founding of Heriot-Watt University.
- The Lyell Centre will promote innovative research at the core of geoscience, marine and terrestrial ecology, computing, mathematics and engineering. It will create a world-leading research cluster bringing science and technology together to tackle major issues of natural resource and energy supply in a responsible and sustainable way. Interdisciplinary research is a central tenet of the Lyell Centre.
• The BGS will transfer its operations in Edinburgh and Loanhead to the Lyell Centre. There are existing close ties between BGS and Heriot-Watt, including previous collaboration on the Scottish Core Collection from the North Sea.

• The project is jointly funded by the Natural Environment Research Council (NERC), the Scottish Funding Council (SFC) and Heriot-Watt. Construction has begun and the intention is to open the building in the first quarter of 2016. The plans have been designed to meet the needs of Heriot-Watt and the BGS, and include space for joint working.

• There will be £8.5M investment in new recruits and a recruitment drive is currently underway to add to the Heriot-Watt and BGS staff.

• Significant additional funding from donors has been attained with the assistance of the University’s Development team.

• The building is on budget and ahead of schedule.

In discussion a number of points were raised by members. It was noted that the recruitment drive had permitted cross-collaboration with a range of disciplines in the University and had benefitted the Global Platform Initiative. The role of the Centre in encouraging an integrated and inclusive approach was emphasised – there was an opportunity for all parts of the University to participate.

It was recognised that public research policy had changed over the years and was now much more closely aligned with the approach of Heriot-Watt, which had built its reputation on solving practical problems. The Lyell Centre was an excellent example of how Heriot-Watt could bring to bear its interdisciplinary and cross-institutional expertise. It was hoped that further examples would arise. It was noted that the BGS also had a collaborative culture and sought to work with like-minded partners to attain practical impact.

It was reported that collaboration between the University and BGS was on-going and active, with a forthcoming workshop in Brazil the latest example. Heriot-Watt and BGS would lead this event, which offered an important opportunity to showcase the UK expertise in geohazards and related areas.

The Chair thanked Professor Underhill and Dr Campbell for taking time to inform the Senate of this important development.

37. BRIEFING FROM THE PRINCIPAL AND THE UNIVERSITY EXECUTIVE (SP/15/24)

The Chair reported that no decision could be made on the topic in the paper that had been presented for Senate to approve (Additional Entry Points in the Academic Year: Key Principles (Academic and Business) for Campus-Based Programmes). Comments were made however, and no dissent was expressed by those present.

The Chair introduced to Senate the range of topics of current interest presented for information in paper SP/15/24:

• SFC Indicative Research Grants Announcement;
• Student Recruitment; 2015/16 Entry;
• Research Grants and Contracts: Proposals and Awards;
• Strategic Projects Register;
• Malaysia Campus Official Opening;
• HWUM Project Final Report;
• Update from the International Strategy Board: Strategic Development of Dubai and Malaysia Campuses;
• Dubai/Edinburgh 2+2 Programmes;
• School of EGIS: Progress Update;
• National Performance Centre for Sport: Update;
• Centre for Excellence for High Speed Rail research;
• James Watt Scholarships;
• Policy Development;
• News from Court;
• External Publications and News.

The Senate discussed in particular the positive announcement by the Scottish Funding Council (SFC) of Indicative Research Grants. Heriot-Watt had done astonishingly well as a consequence of the excellent REF results. It was recognised however, that performance had not been uniform across the University, and the UE would take that aspect into account when discussing funding allocations. In
further discussion it was noted that recruitment to the University in 2015/16 appeared strong. The opening of the Malaysia Campus was also flagged as an important milestone for the University. The feedback from Malaysia indicated the high esteem in which the University was held.

With regard to major projects, the Senate welcomed in particular the signing of the contracts for the National Performance Centre for Sport, which would provide another high profile addition to the University. It was noted that work was also proceeding to complete a business case to establish a Centre of Excellence for High Speed Rail Research.

38. REPORT FROM THE LEARNING AND TEACHING BOARD (SP/15/25)

The Senate received and considered a report, presented by the Deputy Principal (Learning and Teaching), on the meeting of the Board of 4 March 2015. The Senate noted the following items presented for information:

- Learning and Teaching Strategy: Summary Report;
- Learning and Teaching Strategy: Common Learning and Teaching Spaces;
- ELIR Part 1 and Part 2 Visits: Key Themes;
- Additional Entry Points;
- QAA ELIR3: Update Report;
- Report from the Student Learning Experience Committee;
- Report from the Centre for Academic Leadership and Development;
- Briefing Session on Quality-related Matters;
- NSS2014 and REF2014 Results.

The Secretary of the University reported that the Student Union had recently launched a campaign regarding student study space on the Edinburgh Campus. A major feature of the campaign was noted to be a plethora of posters around the campus and the suggestion of rallies. This had caused significant concern to many staff, not least with regard to the potential impact on recruitment, with a large number of senior school pupils currently visiting the campus. It was noted that the agreed policy on siting of posters had been flaunted and safety rules had also been put in jeopardy in some cases.

It was reported that the student representatives had discussed with University management the concerns of the student body, with the outcome that a number of short-term measures had been introduced. It was recognised that there could have been better communication of these measures. Positive steps were being taken however, to ensure as much study space as possible is available to students on campus.

With regard to the medium term, it was noted that the University Executive (UE) would shortly have the opportunity to allocate additional resources within this financial year. Whilst there would be several competing interests, the Senate was informed that the UE would keep student needs high on the list when considering the risks and priorities involved.

In the longer term, Senate was informed that the Estates Strategy for the coming twenty years was at an advanced stage of preparation and a presentation would likely be given to Senate later in 2015.

It was recognised that this was a popular campaign among the student body, and that students mostly were focussed on immediate concerns. The short-term action being taken was therefore welcomed and the students were commended for seeking the highest possible standard of studying facilities. Concern was expressed however, that the Student Union had not used the opportunities for dialogue afforded by having student representation throughout the governance and deliberative structure of the University. It was hoped that the previously excellent working arrangement would be rekindled and that future consideration of requirements would be undertaken as a community. Broad agreement was expressed for this approach.

39. REPORT FROM THE RESEARCH AND KNOWLEDGE EXCHANGE BOARD (SP/15/26)

The Senate received and noted a report on the meeting of the Board of 19 February 2015. The Senate noted the following items presented for information in SP/15/25:

- Leverhulme Research Centre;
- Arts and Social Sciences Research at HW Profile Review;
- NERC Demand Management;
- Open Access Funds;
- REF Sub-Panel Feedback (Associated Paper is non-disclosable);
- Research Funding Support;
40. **NEXT MEETING**

The Chair thanked all present for attending and noted that the next meeting would be held on **13 May 2015** at 2.15 pm in the Carnegie Room.