

The University of Edinburgh

Electronic Senate

January 2016

**Agenda**

Electronic Senate will commence on Tuesday 12 January 2016 and close at noon on Wednesday 20 January 2016

**FORMAL BUSINESS**

1. Minutes from the Senate Meeting on 30 September 2015 **e-S 15/16 2 A**
- a) Special Meetings and Graduation Ceremonials on 24, 25, 26 and 27 November 2015 (available from Student Administration)
2. Membership of Senate **e-S 15/16 2 B**
3. Conferment of the title Emeritus Professor **e-s 15/16 2 C**

**ARISING FROM THE MINUTES**

4. Special Minute **e-S 15/16 2 D**

**COMMUNICATIONS AND REPORTS**

5. Communications from the University Court **e-S 15/16 2 E**
6. Report from the Central Academic Promotions Committee **e-S 15/16 2 F**
7. Resolutions – Chairs **e-S 15/16 2 G**
8. Knowledge Strategy Committee Report **e-S 15/16 2 H**
9. Changes to Terms of Reference for Curriculum and Student Progression Committee and Learning and Teaching Committee **e-S 15/16 2 I**
10. Report of the Senate Exception Committee **e-S 15/16 2 J**

The University of Edinburgh

Electronic Senate

12 – 20 January 2016

Minutes of Senate meeting held on 30 September 2015

**Executive Summary**

The paper provides the minutes of the Senate meeting held on 30 September 2015.

**How does this align with the University/College School/Committee's strategic plans and priorities?**

Not Applicable

**Action requested**

The Senatus is invited to approve the minutes.

**How will any action agreed be implemented and communicated?**

Decisions were communicated via the Senate Committees' Newsletter to stakeholders on the distribution list:

<http://www.docs.sasg.ed.ac.uk/AcademicServices/Committees/newsletter.pdf>.

**Resource/Risk/Compliance**

**1. Resource implications**

This paper does not have resource implications.

**2. Risk assessment**

This paper does not include a risk assessment.

**3. Equality and Diversity**

Not relevant.

**4. Freedom of Information**

Open paper

**Any other relevant information, including keywords**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the minutes will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 A." These comments will be added verbatim at <https://www.ed.ac.uk/academic-services/committees/senate/senate-restricted>

**Originator of the paper**

Senate Secretariat  
January 2016

MINUTES OF AN ORDINARY MEETING OF THE SENATUS ACADEMICUS held at Informatics Forum on 30 September 2015

*Sederant:* Professors C Abbott, J Ansell, S Anderson, D Argyle, R Bhopal, E Bomberg, J Bradshaw, C Breward, H Cameron, S Clark, C Clarke, I Clarke, S Cooper, HOD Critchley, S Cunningham-Burley, J Danbolt, P Davies, J Fawcett, P Foster, C French, D Gasevic, I Gordon, J Hardy, T Harrison, K Heal, P Higgins, C Jeffery, J Kallestrup, K Kamenev, A Lascarides, F Mackay, M Massimi, JD Moore, AF Murray, J Norman, C Pulham, IBM Ralston, JL Rees, G Reid, C Sangwin, J Silvertown, K Sawin, A Tate, S Tudhope, W Williams, Drs J Goodare, K Kaminer, D Livingstone, J Lowrey, M Michou, F Moreira, S Morley, P Murison, J Murray, C Nash, P Norris, G Palattiyil, SC Riley, I Seiferheld, P Smith, J Turner, IM Viola, P Walsh, S Warrington, Messrs H Dingwall and A Verhoeven

*Associated members:* Mr J Boyle, Ms R Zhou, Ms K Heil and Ms I Wilson,

*In attendance:* Mr T Angus, Dr T Bailey, Dr P Bailey, Mr R Bartlett, Ms B Bovenzi, Mr N Bradley, Dr A Brown, Ms M Brown, Ms S Buckingham, Dr P Camp, Dr K Carter, Dr T Challand, Dr S Chan, Dr S Coleman, Ms E Cooper, Ms M Craft, Mr A Craig, Dr R Crauford-Smith, Ms L Crow, Professor Cumming, Ms F Curle, Ms L Dalziel, Ms L Dawson, Mr G Douglas, Ms L Elliot, Dr A English, Mr E Serafin Esquivel, Professor Farrall, Dr A Fox, Dr B Franke, Ms J Gardiner, Ms R Gaukroger, Ms M Gibson, Mr C Giles, Dr S Goldwater, Dr A Graham, Ms S Graham, Ms F Hale, Ms K Harris, Ms T Harvey, Dr E Haycock-Stuart, Mr N Heatley, Ms N Helliwell, Ms L Henderson, Ms M Highton, Ms J Holtan, Ms J Hoy, Dr K Hughes, Ms T Ironside, Ms L Isbel, Ms A Jones, Ms P Jones, Ms S Kemp, Ms N Kett, Dr M Kirkup, Ms A Laidlaw, Dr P Lamont, Mr N Lent, Ms Z Lewandowski, Ms S Lincoln, Ms T Lubicz-Nawrocka, Dr A Maciocia, Dr E Macpherson, Ms S McAllister, Mr G McCabe, Dr V McCune, Mr N McGillivray, Dr R McIntosh, Dr E Mijers, Dr F Mill, Mr R Millar, Professor N Mulholland, Dr J Murray, Mr B Neilson, Dr H Newbery, Ms G Nicoll, Mr J Nisbet, Dr S Ogle, Ms N Osborne, Ms K Osterburg, Mr G Overton, Ms AM O'Mullane (minutes), Dr F Parry, Ms S Pearson, Dr C Phillips, Mr C Robertson, Ms AM Scott, Dr P Sheail, Mr Shearer, Ms D De Silva-Williams, Dr P Skehel, Ms J Smith, Ms S Smith, Mr J Stapp, Dr E Stevenson, Dr J Stewart, Ms H Stringer, Ms P Ward, Mr T Ward, Dr R Weller, Ms S Williams

The moment of reflection was delivered by Imogen Wilson, EUSA Vice Principal Academic Affairs.

Professor Charlie Jeffery, Senior Vice Principal, conveyed apologies and a message on behalf of the Principal: The Principal's top priority this academic year is the student experience and learning and teaching. The Principal thanked all those involved in the recent induction of new students.

## **PRESENTATION & DISCUSSION: STRATEGY FOR LEARNING AND TEACHING**

### **1. Learning and Teaching: an Unambiguous Priority**

Professor Charlie Jeffery set out initial findings from this year's National Student Survey results (NSS). There was some improvement in the NSS results 2015 as compared to the 2014 results, with Overall Satisfaction up two per cent and Assessment and Feedback up four per cent. The response rate also increased over this period. These were important achievements and should be communicated to the academic community and professional staff. Improvement needs to continue and at a faster pace in order to avoid potential reputation risk. The pattern of performance across the Schools needs to be more uniform. These matters will be discussed further with Heads of Colleges and Schools.

Professor Jeffrey noted that recent discussions indicated four limitations on progress:

1. A disconnect had developed between line management and learning and teaching structures with a loss of clarity in purpose in how the University addresses challenges in the area of learning and teaching and the student experience;
2. The institutional priority attached to learning and teaching – the perception that the institution prioritises research over teaching;
3. Complexity of processes – the regulatory and quality assurance framework are perceived as over-complicated;
4. A tendency to focus on negatives around NSS results with insufficient focus on the positive examples of high quality learning and teaching practice.

The following actions would be taken to address the identified challenges and place learning and teaching as an unambiguous priority:

1. Deliver greater clarity of leadership on learning and teaching at all levels. Regular meetings of the Principal, Senior Vice-Principal, Heads of College and the University Secretary dedicated to learning and teaching will precede Principal Strategy Group. A “Learning and Teaching Policy Group” will be established, building on the Senate Committees’ Conveners’ Forum, to give clear strategic leadership across the University on learning and teaching issues. New Assistant Principals will be appointed to support the learning and teaching agenda. The pivotal leadership role of Heads of School will also be recognised through a periodic programme of School level-discussions led by the Senior Vice-Principal and through additional Academic Strategy Group meetings dedicated to learning and teaching
2. Clarify expectations of high performance - better ways of measuring performance in the area of learning and teaching will be developed, outstanding teaching will be rewarded and poor performance addressed.
3. The best learning and teaching practice will be identified, celebrated and disseminated.
4. Where possible, processes will be simplified.

In order to achieve a clarity of purpose around learning and teaching, a university-wide conversation about the University’s values for learning and teaching will take place in the Autumn.

## **2. Strengthening our Culture of High Performance in Teaching**

Professor Jane Norman, Vice Principal People and Culture, discussed supporting high performance in teaching and learning at the University. There is a perception that teaching has a comparatively low status to research. There were various reasons for this perception, which included:

- Historically the University did not have the policies and processes to reward and recognise teaching;

- The organisation has spent a significant amount of time discussing Research Excellent Framework (REF) and its predecessors for reputation and income generation reasons;
- It has been easier to quantify quality research rather than quality teaching;
- The University has not excelled at celebrating its successes in the area of excellent teaching;
- Poor teaching has not always been challenged and help has not always been provided to improve performance.

Strategies for strengthening the University's Culture of High Performance in Teaching included:

1. Ensuring that the Annual Review was a quality conversation that helped an individual to perform to the best of their ability;
2. Encourage the use of relevant Exemplars of Excellence in Student Education by applicants for their promotion to either Senior Lecturer or Chair;
3. Embed a culture of continuous enhancement. Encourage staff to engage with the Continuing Professional Development (CPD) framework for learning and teaching which is accredited by the Higher Education Academy. The Edinburgh Teaching Award is embedded in the University's CPD framework. Increasingly stakeholders, including students and statutory bodies, expect lecturers to have a teaching qualification.

### **3. Student Experience, Learning and Teaching in the Next Strategic Plan**

Pauline Jones, Head of Strategic Performance and Research, Governance and Strategic Planning, presented on the preparation of the next Strategic Plan. The current plan, which runs out at the end of 2016, has been successful as a unifying document of the University and as an articulation of our ambitions to our external stakeholders. Drafters of the Strategic Plan were seeking views on the ways in which the student experience, learning and teaching would feature in the next iteration of the Strategic plan, which will run from 2016-2021.

She noted that discussions have already taken place with senior managers and committees in September. University Court agreed that the Plan should reflect what was distinctive about the University of Edinburgh. Senate was asked to advise on:

- What needed to change for the university to be truly excellent in education?
- Is the excellence of the student experience really separate from excellence in education?
- What is unique about the University's offer to students?

#### **Discussion:**

##### *Reward and recognition of learning and teaching*

- As a research-led institution, the University has struggled to recognise the equal standing of teaching. However, the University's policies for promotion and the

exemplars of excellence for teaching are facilitating the recognition and reward for excellent teaching.

- Teaching is perceived to lack visibility in contrast to research excellence. This perception can be associated with the difficulty in evidencing quality in teaching.

#### *Supporting improvement of learning and teaching*

- Individuals will need tools to support them in their development. The Institute of Academic Development provide strategies to assist staff in improving performance in teaching.
- HR policies must be optimised to support managers (e.g. Heads of School) as they engage in this activity of supporting improvement of learning and teaching.
- Peer observation can be a useful tool for identifying best practice and poor performance.

#### *Assessment and feedback*

- Assessment is a crucial driver of student learning. Students in their future roles will encounter complex interdisciplinary problems. Assessment practices should prepare students for this.
- Peer assisted learning teaches students how to give and use feedback.
- Professor Susan Rhind has been appointed as Assistant Principal, Assessment and Feedback.

#### *Strategy for learning and teaching*

- A culture change is required to restore learning and teaching as an unambiguous priority and a vibrant learning community will assist with achieving this culture change.
- This year, the University experienced problems in the allocation of appropriate teaching spaces in advance of the start of the academic year. This experience highlighted the importance of having an appropriate estates infrastructure for teaching, and of prioritising the importance of student experience as well as efficient use of space.
- Planning for resourcing the learning and teaching experience should also take into consideration personnel resources, including those who support the delivery of teaching.
- Students are co-producers of their own learning and are a critical enabler for learning and teaching. This should be recognised in the next strategic plan.
- Central to this excellence in both education and student experience is the importance of personal tutoring system. The personal tutoring system will need to continue to improve and become more consistent.

### *Recommendations for the structure of the next Strategic Plan*

- There should be a heading included in the next Strategic Plan on the student experience and learning and teaching as this communicates to internal and external stakeholders the values and priorities of the University.
- The excellence of the student experience is not separate from excellence in education.
- The current strategic plan treats students in a homogenous manner; the University teaches at three different levels: undergraduate, postgraduate taught and postgraduate research. Each has different student experiences and views on their student experience. Indicators of success may need to take this into consideration and be holistic.

### *Simplification and standardisation of processes*

- Simplifying processes may ultimately free up more time for teaching. However, simplification requires change management which will also be time-demanding in the short term.
- There have been a steady introduction of new initiatives in recent years. It was noted that, while these were necessary and worthwhile, there is initiative fatigue.

## **FORMAL BUSINESS**

### **1. Report of E-Business conducted between 8 -16 September 2015**

No comments were received in relation to E-Senate business. All items were therefore approved or noted as required.

### **2. Special Minute**

The posthumous Special Minute for Professor Mahnke was adopted.

### **3. Higher Education Governance Bill**

Senate noted the update from Sarah Smith, University Secretary, on the Scottish Government's draft legislation on Higher Education Governance. Senate discussed specific aspects of the draft legislation that will have a direct impact on Senate and its functioning. Senate will be kept updated on developments.

### **4. Senate Membership**

Senate noted the new Senate membership.

### **5. Teaching Excellence Framework**

Senate noted the update from Tom Ward, Director of Academic Services, on plans to introduce a Teaching Excellence Framework (TEF) in England. It was unclear at this stage what form the proposed TEF will take. While it is clear that the proposed TEF will be underpinned by metrics of excellence in teaching, it is not yet clear which metrics will be used as indicators of excellence. The introduction of a TEF is likely to have implications for Higher Education Institutions in Scotland, for instance it is likely to increase the importance of the University's performance in relation to the indicators contained in the TEF.

## **6. EUSA's Priorities for 2015/16**

Senate noted the update from Imogen Wilson, Vice President Academic Affairs, on EUSA's Priorities for 2015/16. Senate welcomed the priorities, in particular, in relation to assessment.

## **7. Recommendation of the Honorary Degrees Committee**

Senate approved the recommendation for the award of an Honorary Degree.



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**Membership of the Senatus**

**Executive Summary**

The paper lists the new professorial and student members of Senate.

**How does this align with the University/College School/Committee's strategic plans and priorities?**

Not applicable.

**Action requested**

The Senate is invited to note the membership.

**How will any action agreed be implemented and communicated?**

Those added to the Senate list by 20 August 2014 were invited to a Senate induction event. Those added later than this will receive a copy of the Senatus Academicus Governance Handbook and slides from the induction.

**Resource implications**

1. Resource implications  
None.
2. Risk Assessment  
This paper does not include a risk assessment.
3. Equality and Diversity  
Professorial members of staff who hold a Substantive or Personal Chair are automatically members of Senate. There will be equality and diversity issues in the appointment to Chairs which will be taken into account in accordance with HR processes. Eligible staff are invited to put themselves forward for election to vacancies. Ex officio vacancies are filled with equality and diversity issues being taken into account.
4. Freedom of Information  
Open paper.

**Any Other Relevant Information, including keywords**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 B." These comments will be added verbatim at <http://edin.ac/18tbekG>.

**Originator of the paper**

Senate Secretariat  
Academic Services  
January 2016

## Senatus

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### Membership of the Senate

Professor N Gaul	A G Leventis Chair of Byzantine Studies	1 August 2015
Professor A Baker	Chair of Transational Cardiovascular Sciences	1 October 2015
Professor C O Bradaigh	Chair of Materials Engineering,	12 October 2015
Professor P Perona	Chair of Environmental Engineering	5 January 2016

### Student Members

Ms S Chinnery, Veterinary Students' Council

Ms J Fentress, Representative from EUSA's Academic Council

Ms H Baker-Millington, Representative from EUSA's Academic Council

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Conferment of the Title of Emeritus Professor

**Executive Summary**

The Senate is invited to confer the title of Professor Emeritus upon those professors who retired recently or whose retirement is imminent.

**How does this align with the University/College School/Committee's strategic plans and priorities?**

Not applicable.

**Action requested**

For approval.

**Resource/Risk/Compliance**

1. Resource implications  
None.
2. Risk Assessment  
This paper does not include a risk assessment.
3. Equality and Diversity  
Not applicable.
4. Freedom of Information  
Open paper.

**Any Other Relevant Information**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 C." These comments will be added verbatim at <http://edin.ac/18tbekG>.

**Originator of the paper**

Senate Secretariat  
Academic Services  
January 2016

Senatus Academicus

January 2016

Conferment of the Title of Professor Emeritus

**Action Requested**

The Senatus is invited to confer the title of Emeritus upon the following Professors who have retired or will be retiring soon:

Name	School/College
Professor E Austin	School of Philosophy, Psychology and Language Sciences
Professor J Duffy	School of Literatures, Languages and Cultures
Professor W MacNee	School of Clinical Sciences
Professor G Murray	School of Molecular, Genetic and Population Health Sciences
Professor I Pirie	Edinburgh College of Art
Professor R Sharpe	School of Clinical Sciences

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Special Minute

**Executive Summary**

The paper provides the Special Minute for the Professor who has retired recently.

**How does this align with the University/College School/Committee's strategic plans and priorities?**

Not applicable.

**Action requested**

For approval.

**Resource/Risk/Compliance**

1. Resource implications  
None.
2. Risk Assessment  
This paper does not include a risk assessment.
3. Equality and Diversity  
Not applicable.
4. Freedom of Information  
Open paper.

**Any Other Relevant Information**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 D." These comments will be added verbatim at <http://edin.ac/18tbekG>.

**Originator of the paper**

Senate Secretariat  
Academic Services  
January 2016

**Special Minute**  
**John Michael Rotter MA (Cantab), PhD (Sydney)**  
**Emeritus Professor of Civil Engineering**

Professor John Michael Rotter is the world's leading expert on the design of large storage structures for the industrial storage of both fluids (tanks) and granular and particulate solids (silos). This field involves structures of considerable complexity, both in terms of the loading applied to them and their structural behaviour. These are thin shell structures, comparable with rockets and spacecraft, but with highly complex loading cases which can result in unpredictable and catastrophic failure conditions. As a result, there are many structural failures all over the world, and the field remains one in which many practically important questions remain unanswered. He has served the University of Edinburgh for 26 years.

John Michael Rotter was appointed as the Chair Professor of Civil Engineering and Head of Department on 1<sup>st</sup> April 1989. He came from Australia to take control of a small department (11 academics) that was on the point of closure after gaining a grade 2 in the previous research assessment (RAE, now REF). In his first three years, he transformed the culture of the department, achieving a 4A in the next research assessment (1992). In 1992, following a restructuring in the University, he was appointed Head of the Planning Unit for Engineering, which consisted of the Departments of Chemical, Civil and Mechanical Engineering. During this period (1992-1999) he undertook to transform the culture of all three departments, and arranged the re-creation of the Chair of Chemical Engineering and the creation of the Chair of Environmental Engineering and the Chair of Materials Engineering, all of which drew outstanding appointees. The Planning Unit was transformed into the Division of Engineering in 1998 and Michael Rotter became its inaugurating head. His insights, passion for excellence and rich diversity, his capacity to inspire colleagues and his enthusiasm were seminal in shaping the School of Engineering as it is today.

Michael is a Fellow of the Royal Academy of Engineering, the Royal Society of Edinburgh, the American Society of Civil Engineers, the Institution of Civil Engineers and the Institution of Structural Engineers. During his time at Edinburgh he has been appointed Visiting Professor at the Institut National des Sciences Appliquées de Lyon, France (4 times); the Technische Universität Graz, Austria (3 times); the Henri Poincaré Université de Nancy, France; the Technische Universität Wien, Austria; the Royal Society Kan Tong Po Visiting Professor at Hong Kong Polytechnic University, Hong Kong; and most recently at Imperial College, London. He has also given some 12 keynote and opening addresses at major international conferences.

Michael's chief passion in his working life has been the creation of new scientific knowledge of direct relevance to the solution of practical problems in engineering construction. The greatest impact that one can have in this endeavour is in the drafting and evolution of the national and international standards that, for safety reasons, legally regulate both the design and assessment of large structures. These standards are filled with mathematical expressions that attempt to capture the physical behaviour with appropriate accuracy but with as much simplicity as possible. The constant struggle between accuracy and simplicity, and between safety and economy, lead to extended debates. In his role as a leader in this field, Michael chairs five different European standards committees and is the chief architect of three of these standards. The standards on shell structures (EN 1993-1-6), silo loading (EN 1991-4) and silo structures (EN 1993-4-1) are widely recognised as the most advanced documents in their fields in the world. Michael is also a member of the two corresponding Standards Committees in the US, as well as another in Australia and the corresponding committees in Britain. Further, he chairs the European committee on shell buckling (ECCS TWG8.4) which held its 75<sup>th</sup> bi-annual meeting in May 2015. He edits its widely used publication European Design Recommendations on Shell Buckling (5<sup>th</sup> edition 2<sup>nd</sup> impression 2013).

Michael Rotter has produced over 430 refereed research publications, both in leading journals and international conferences. In addition, he has produced a further 87 more extended technical research reports, together with 136 specialist technical reports for industry and for legal disputes concerning storage structures. He is widely recognised worldwide in his field as the leading researcher and transformer of scientific research discoveries into practically useful design advice, as well as the leading figure in this field for disaster investigations, forensic explorations and legal disputes concerning silos and tanks.

Michael continues to pursue new understandings and their transformation into condensed statements of practical usefulness. He will continue to be very research active in retirement and expects to long remain a promoter of the University of Edinburgh in international fora.

Michael's colleagues have long appreciated his leadership and guidance, and look forward to his continued contribution to the School of Engineering.

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## Communications from the University Court

### **Executive Summary**

This report deals with certain matters considered by the University Court at its meetings on 21 September 2015 and on 7 December 2015.

### **How does this align with the University/college School/Committee's strategic plans and priorities?**

Not applicable

### **Action requested**

Senate is invited to note the report.

### **How will any action agreed be implemented and communicated?**

Not applicable

### **Resouces/Risk/Compliance**

1. Resource Implications  
Where applicable, as covered in the report.
2. Risk Assessment  
Where applicable, as covered in the report.
3. Equality and Diversity  
Where applicable, as covered in the report.
4. Freedom of Information  
This paper can be included in open business.

### **Any other relevant information, including keywords**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 E." These comments will be added verbatim at <https://www.ed.ac.uk/academic-services/committees/senate/senate-restricted>

### **Originator of the paper**

Dr Lewis Allan  
Head of Court Services  
January 2016



## COMMUNICATIONS FROM THE UNIVERSITY COURT

21 September 2015

### 1 Assistant Principals – Renewal

On the recommendation of the Principal, Court approved the following:

- Mr Kevin Collins' term of office as Assistant Principal Industry Engagement, Industry Funding and Big Data be renewed for a further three years until 31 December 2018, with the post renamed Assistant Principal Industry Engagement and increased from 0.4 FTE to 0.6 FTE from 1 January 2016.
- Professor John Smyth's term of office as Honorary Assistant Principal Cancer Research Development be extended for a final two year term until 31 July 2017.

Court agreed to consider the appointment of new Assistant Principals following the National Student Survey and the Student Experience Update item.

### 2 National Student Survey and the Student Experience Update

Court considered a discussion paper setting out initial findings from the 2015 National Student Survey results and an analysis of wider challenges around the student experience, teaching and learning at the University. The improvement in all National Student Survey measures including the headline overall satisfaction rate (increased by two percentage points to 84%) on the previous year was welcomed but disappointment was expressed regarding relative performance against peer institutions in the overall satisfaction and assessment and feedback measures in particular.

The Principal indicated that supporting the Senior Vice-Principal in improving the student experience will be of the highest priority over the coming year. Representatives from the three Colleges were invited to report on College performance and planned activities in response. Common themes that emerged in discussion were:

- Uneven results between Schools and between disciplinary groupings within Schools – with further sharing of good practice and consistency in approach sought, while recognising that year-to-year fluctuations will occur
- Continuing to develop the personal tutor system, including mentoring of tutors, ensuring full inclusion of personal tutor and teaching performance within annual reviews, appropriate incentives for personal tutors and for those delivering excellent teaching
- Co-designing with students spaces intended for staff-student interaction to assist a sense of community and belonging.

Court endorsed the analysis and suggested direction of travel for learning and teaching set out in the paper. Members welcomed the intention to convey the importance of the student experience by the University's leadership, recognise and reward outstanding teaching, hold poor standards to account, celebrate the best learning and teaching practice and simplify the regulation and organisation of teaching and the assessment of learning.

It was requested that the Senior Vice-Principal provide a progress update at the December Court meeting.

### **3 Assistant Principals – New**

Following the National Student Survey and Student Experience update, Court approved the following appointments on the recommendation of the Principal to support the Senior Vice-Principal in improving the Student Experience:

- Professor Alan Murray as Assistant Principal Academic Support 0.5 FTE for an initial period of 3 years from 1 October 2015 until 31 July 2018
- Professor Susan Rhind as Assistant Principal Assessment and Feedback 0.4 FTE for an initial period of 3 years from 1 October 2015 until 31 July 2018
- Professor Lesley McAra as Assistant Principal Community Relations 0.4 FTE for an initial period of 3 years from 1 October 2015 until 31 July 2018.

### **4 Counter Terrorism and Security Act / Prevent Duty**

Draft plans for the implementation of the duty to 'have due regard to the need to prevent people being drawn into terrorism' within the Counter-Terrorism and Security Act (2015) – known as 'the Prevent Duty' – were reviewed. It was noted that, for Scottish universities, University Courts are expected to be responsible for ensuring compliance with the Prevent duty. The EUSA representatives provided advice on the position taken by the National Union of Students and by EUSA, commenting that EUSA believed the legislation to be inappropriate while acknowledging that Court must endeavour to comply with the Prevent duty. Members welcomed the intention to implement the duty in a sensitive and non-discriminatory manner.

The draft plans for implementation were endorsed, with final proposals to be submitted for approval at a subsequent meeting.

### **5 Revision to Computing Regulations**

Revisions to computing regulations to include reference to the Counter-Terrorism and Security Act (2015) and a number of minor textual changes were approved.

### **6 Responsible Investment**

A responsible investment policy for armaments following the Principles for Responsible Investment and the completed review of investment in fossil fuels was considered. Members discussed the definition of 'controversial weapons', noting the intention to use the Sustainalytics definition of: anti-personnel mines, biological weapons, chemical weapons, cluster weapons, depleted uranium ammunition, nuclear weapons and white phosphorus weapons.

Court endorsed the approach taken in identifying controversial armaments as a divestment priority and approved the policy based on the exclusion of controversial weapons. The subsequent intention to proactively review and finalise the University's overall policy on Responsible Investment was noted.

### **7 Outcome Agreement – Cycle and Draft Self-Evaluation of 2014/15 Agreement**

The draft Outcome Agreement Self-Evaluation 2014/15 report was considered. Members discussed the process of offer-making to candidates from SIMD40 groups including those attending widening access summer schools and discussed the broader variety of indicators that can be used to complement the SIMD classification.

Court endorsed the development of the draft Outcome Agreement Self-Evaluation report for 2014/15 and delegated authority to the Deputy Secretary, Strategic Planning for the finalisation and submission of the report to the Scottish Funding Council. The publication of note-worthy extracts from Self-Evaluation reports was approved.

#### **8 University of Edinburgh Statement on Quality Arrangements**

Court approved the Statement on Quality Arrangements.

#### **9 Annual Report to the Scottish Funding Council on Institution-led Review and Enhancement Activity 2014/15**

Court approved the Annual Report and authorised the Vice-Convenor to sign the Statement on its behalf confirming its satisfaction of quality arrangements.

#### **10 Joint Meeting of Senate and Court Committee Conveners Report**

Court noted the report. The Principal noted that Court members are welcome to attend meetings of Senate.

#### **11 Annual Review Completion Rates 2014/15**

Court noted the annual review completion rates 2014/15 and congratulated staff who have been instrumental in improving completion rates.

### **7 December 2015**

#### **1 Honorary Assistant Principal designation**

On the recommendation of the Principal, Court approved the appointment of Professor Eve Cordelia Johnstone CBE to the post of Honorary Assistant Principal Mental Health Research Development and Public Understanding of Medicine with immediate effect until the academic year ending July 2017.

#### **2 Student Experience Update**

The Senior Vice-Principal presented an update describing ongoing work to understand and enhance the student experience. The encouraging 2:1 ratio of areas of positive practice versus areas for improvement in the Enhancement-Led Institutional Review and progress with student experience-related Estates projects mentioned at the 21 September Court meeting was noted.

The following points were raised in discussion:

- Plans to expand the EUSA Teaching Awards/"My Teaching Hero" campaign;
- Continuing visible recognition and reward of academic staff with excellent teaching records;
- Improvements to recruitment processes to emphasise the importance of teaching;
- Use of data to measure and improve teaching quality;
- Further improving annual review completion rates.

### **3 Edinburgh Global Academy of Agriculture and Food Security**

The Head of the Royal (Dick) School of Veterinary Studies presented initial plans to develop an Edinburgh Global Academy of Agriculture and Food Security. The intention to collaborate with partner organisations and the potential for cross-University collaborations with the School of Biology, School of Social and Political Science, School of Geosciences and Business School was welcomed. Members expressed strong support for the direction of travel, noting that a search for a Chair/Leader of the proposed Global Academy could begin early in the New Year, with more detailed plans to be considered within the University's internal Planning Round.

Court approved the planned direction of travel to establish an Edinburgh Global Academy of Agriculture and Food Security.

### **4 Strategic Planning**

The Deputy Secretary, Strategic Planning presented the following:

- **Strategic Plan: Targets and KPIs progress report**

Progress made in the previous academic year against the targets and Key Performance Indicators within the Strategic Plan 2012-16 was reviewed. The overall positive performance was welcomed, with negative trends mainly relating to methodological changes in measurement. Court agreed that the University is broadly on track to deliver against the Strategic Plan 2012-16.

- **Outcome Agreement 2016/17**

The proposed approach to updating the Outcome Agreement 2016/17 following refreshed Scottish Funding Council guidance was agreed.

### **5 Estates: Business Cases**

The Vice-Principal Policy, Planning & Resources presented the following:

- **'Building a new Biology' project**

The full business case for the provision of new and redeveloped facilities for the School of Biological Sciences in and around the Darwin Building at the King's Buildings Campus was considered. The ranking of the project as the top priority for estates development for the College of Science and Engineering was noted and the contribution made by suitable facilities in retaining and attracting high-performing staff discussed. Members noted external funding granted by public and philanthropic sources in support of the project and planned approaches to attract further external funding. Court approved the full business case and approved £35.25M funding from University Corporate Resources for essential enabling works, noting the previous Exception Committee approval of £2M expenditure on pre-enabling works and the requirement to spend £14.9M UK Research Partnership Infrastructure Funding by 31 March 2017.

- **Data Technology Institute**

A progress update and business case for the proposed Data Technology Institute was considered, following previous approval of £1.8M funding to undertake the design process. The intention to provide a predominantly outward-facing facility for the University's capabilities in data science, including Alan Turing Institute activities, in order

to optimise links with Schools and Colleges, as well as extramural entities, was welcomed. It was noted that the intention to locate Business Informatics and Design Informatics within the building and the convenient location for the College of Humanities and Social Science will facilitate cross-University collaboration. Court supported the intention to seek external funding to enable co-location of industry alongside academic staff and postgraduate students in the new building, and approved the business case and associated funding as set out in the paper.

## **6 Annual Review 2014/15**

Court welcomed and approved the proposed articles for inclusion in the 2014/15 Annual Review, to be presented to the February statutory meeting of the General Council and circulated to stakeholders.

## **7 Committee Reports**

### **• Exception Committee**

The following matters approved by the Exception Committee on behalf of Court were noted:

- *'Building a new Biology' project*  
Approval of £2M expenditure for pre-enabling works to undertake sewer diversion works, relocate a glasshouse and to cover on-going design team fees.
- *University Collections storage*  
Approval of the purchase of the warehouse buildings that currently houses the University's heritage and library collections (Library Annexe) at a cost of £5.1M including VAT.
- *Appointment of Vice-Principal Philanthropy and Advancement*  
Approval of the creation of the post of Vice-Principal Philanthropy and Advancement. Mr Chris Cox, formerly Director of Development and Alumni Relations at the University of Manchester, has been appointed to the post and will join the University on 1 February 2016.

### **• Knowledge Strategy Committee**

The report and the intention to consider a 10 year digital transformation strategy at the next meeting of the Committee was noted.

### **• Senatus Academicus**

The report was noted.

## **8 Resolutions**

The following Resolutions were approved:

Resolution No.64/2015: Foundation of a Personal Chair of Biocatalysis  
Resolution No.65/2015: Foundation of a Personal Chair of Global Public Health  
Resolution No.66/2015: Foundation of a Chair of Future Infrastructure  
Resolution No.67/2015: Foundation of a Chair of Structural Engineering

The following draft Resolution was approved and referred to the General Council and the Senatus Academicus for observations:

Draft Resolution No.1/2016: Alteration of the title of the College of Humanities and Social Science

**UNIVERSITY OF EDINBURGH**

**Draft Resolution of the University Court No. 1/2016**

**Alteration of the title of the College of Humanities and Social Science**

At Edinburgh, the Ninth day of February, Two thousand and sixteen.

WHEREAS the University Court deems it expedient to alter the title of the College of Humanities and Social Science as established in Resolution 19/2001;

AND WHEREAS the University Court recognises that the merger with Edinburgh College of Art as established in Resolution 6/2011 substantially broadened the range of disciplines within the College;

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraphs 1 and 8 of Part II of Schedule 2 to that Act, hereby resolves:

1. The College of Humanities and Social Science shall hereafter be designated the College of Arts, Humanities and Social Sciences.
2. In all Resolutions and in Ordinances amendable by Resolution and in all contracts and deeds having effect when this Resolution comes into effect, for any reference to the College of Humanities and Social Science shall be substituted a reference to the College of Arts, Humanities and Social Sciences.
3. This Resolution shall come into force with effect on its approval by the University Court.

For and on behalf of the University Court

SARAH SMITH

University Secretary

The University of Edinburgh

Electronic Senate

12 – 20 January 2016

## Report from Central Academic Promotions Committee

### **Executive Summary**

This paper reports on:

- Out of Cycle Personal Chair recommendations of the Central Academic Promotions Committee.

### **How does this align with the University/College School/Committee's strategic plans and priorities?**

Not Applicable

### **Action requested**

For information.

### **How will any action agreed be implemented and communicated?**

No further action is necessary. Outcomes of the Central Academic Promotions process have already been communicated and implemented.

### **Resource/Risk/Compliance**

1. Resource implications  
None.
2. Risk assessment  
This paper does not include a risk assessment.
3. Equality and Diversity  
Equality and diversity is central to the considerations of the Central Academic Promotions Committee.
4. Freedom of Information  
This paper can be included in open business.

### **Any other relevant information, including keywords**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 1 F." These comments will be added verbatim at <https://www.ed.ac.uk/academic-services/committees/senate/senate-restricted>

### **Originator of the paper**

Lucy Black, Reward Partner, University HR Services



The following Out of Cycle awards of Personal Chairs have been made since the last report to Senate:

<b>Name</b>	<b>Chair</b>	<b>With effect from</b>
Professor David Lyons	Personal Chair of Neurobiology	1 November 2015

Lucy Black, University HR Services  
3 December 2015

The University of Edinburgh

Electronic Senate

12 - 20 January 2016

**Resolutions**

**Executive Summary**

This report is presented to Senate in accordance with the procedures for the creation of new chairs, renaming of existing chairs and alteration of Resolutions.

**How does this align with the University/College School/Committee's strategic plans and priorities?**

Not applicable.

**Action requested**

Senate is invited to make observations on the attached draft Resolutions.

**How will any action agreed be implemented and communicated?**

Via Senate's report to University Court.

**Resource/Risk/Compliance**

1. Resource implications  
There are no resource implications. Part of the approval process involved confirmation of the funding being in place to support new Chairs.
2. Risk Assessment  
The paper does not include a risk analysis. There are reputational considerations in establishing and renaming Chairs and updating regulations, which are considered as part of the University's approval processes.
3. Equality and Diversity  
There are no specific equality and diversity issues associated with this paper. However, equality and diversity best practice and agreed procedures are adopted in appointing individuals to Chairs.
4. Freedom of Information  
Open paper.

**Any Other Relevant Information, including keywords**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 G." These comments will be added verbatim at . <http://edin.ac/18tbekG>.

**Originator of the paper**

Ms K Graham, Deputy Head of Court Services  
December 2015

**Senate**  
**Resolutions**

**Alteration of the title of Chair (Appendix 1)**

The Central Management Group at its meeting on 10 November approved the alteration of the title of the Morrison Chair of International Business to Chair of Global Creative Enterprise:

Draft Resolution No. 2/2016:           Alteration of the title of the Morrison Chair of International Business

**Establishment of Chairs (Appendix 2)**

The Central Management Group at its meeting on 10 November approved the creation of the following new Chair:

Draft Resolution No. 3/2016:           Foundation of a Chair of Cognitive Ageing and/or Cognitive Epidemiology

**Personal Chairs (Appendix 3)**

This Personal Chair requires to be created as a result of the deliberations of the University's Central Academic Promotions Committee:

Draft Resolution No. 4/2016:           Foundation of a Personal Chair of Neurobiology

All the above Resolutions will be considered in final form at the Court meeting on 8 February 2016.

**UNIVERSITY OF EDINBURGH**

**Draft Resolution of the University Court No. 2/2016**

**Alteration of the title of the Morrison Chair of International Business**

At Edinburgh, the Ninth day of February, Two thousand and sixteen.

WHEREAS the University Court deems it expedient to alter the title of the Morrison Chair of International Business founded by Resolution 9/1971;

AND WHEREAS paragraph 5 of Part II of Schedule 2 to the Universities (Scotland) Act 1966, provides that the University Court may, after consultation with the Senatus Academicus and with the consent of the incumbent and patrons, if any, alter the title of existing professorships;

AND WHEREAS the Chair dealt with in this Resolution is in the patronage of the University Court itself:

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. The Morrison Chair of International Business shall hereafter be designated the Chair of Global Creative Enterprise.
2. This Resolution shall come into force with effect from 1 October Two thousand and fifteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary

**UNIVERSITY OF EDINBURGH**

**Draft Resolution of the University Court No. 3/2016**

**Foundation of a Chair of Cognitive Ageing and/or Cognitive Epidemiology**

At Edinburgh, the Eighth day of February, Two thousand and sixteen.

WHEREAS the University Court deems it expedient to found a Chair of Cognitive Ageing and/or Cognitive Epidemiology

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. There shall be a Chair of Cognitive Aging and/or Cognitive Epidemiology in the University of Edinburgh.
2. The patronage of the Chair shall be vested in and exercised by the University Court of the University of Edinburgh.
3. This Resolution shall come into force with effect from 1 August Two thousand and sixteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary

**UNIVERSITY OF EDINBURGH**

**Draft Resolution of the University Court No. 4/2016**

**Foundation of a Personal Chair of Neurobiology**

At Edinburgh, the Eighth day of February, Two thousand and sixteen.

WHEREAS the University Court deems it expedient to found a Personal Chair of Neurobiology:

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. There shall be a Personal Chair of Neurobiology in the University of Edinburgh.
2. The patronage of the Chair shall be vested in and exercised by the University Court of the University of Edinburgh.
3. Notwithstanding the personal nature of this Chair, the terms and conditions of appointment and tenure which by Statute, Ordinance and otherwise apply to other Chairs in the University shall be deemed to apply in like manner to the Personal Chair of Neurobiology together with all other rights, privileges and duties attaching to the office of Professor.
4. This Resolution shall come into force with effect from 1 November Two thousand and fifteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary



## THE UNIVERSITY of EDINBURGH

### ELECTRONIC SENATE

January 2016

### Knowledge Strategy Committee Report

#### Committee Name

1. Knowledge Strategy Committee.

#### Date of Meeting

2. The Committee met on 29 September 2015.

#### Action Required

3. Senate is invited to note the key points discussed at the meeting.

#### Key points

##### 4. *Student Data Project*

A project investigating the use of student data to support the enhancement of learning and teaching, the student experience and operational effectiveness was presented. The likely prioritisation of six broad areas identified were discussed – with understanding of applications and admissions, understanding the student cohort and analytics/predictive work linked to learning & teaching (benchmarking, survey data) highlighted. Connecting the project to existing work on learning analytics, consistent dashboards that can work with different data sources and using student data to identify areas for improvement were all suggested.

##### 5. *Information Security Audit*

Summary results of an external information security assessment were considered. Top level challenges identified as priorities were discussed and the intention to establish an information security team to respond to the assessment, strongly supported.

##### 6. *Data Architecture Review*

An external scoping study of the University's Enterprise Architecture capability was reviewed. Links with the student data project, e.g. avoiding creating dashboards that sit above an old data architecture of disparate systems, were discussed and the intention to establish a data architecture practice and a data dictionary noted.

##### 7. *Other Issues*

The Committee discussed the development of the 2016-21 Strategic Plan, received reports on the activities of its three Thematic Committees (IT Committee, Library Committee and University Collections Advisory Committee) and granted delegated authority to the Chief Information Officer to progress with planned IT and Library expenditure in excess of £200,000.

#### Equality & Diversity

8. There are no specific equality and diversity issues associated with this report.

#### Further information

9. Author  
Dr Lewis Allan  
Head of Court Services  
October 2015

#### Freedom of Information

10. This paper is open.

The University of Edinburgh

Senatus Academicus

12 – 20 January 2016

Changes to Terms of Reference for  
Curriculum and Student Progression Committee and  
Learning and Teaching Committee

**Executive Summary**

This paper provides revised Terms of Reference for Curriculum and Student Progression Committee and Learning and Teaching Committee. Revised sections are highlighted.

**How does this align with the University/College School/Committee's strategic plans and priorities?**

Not applicable.

**Action requested**

Senate is invited to approve the changes to the Terms of Reference for Curriculum and Student Progression Committee and Learning and Teaching Committee.

**Resource/Risk/Compliance**

1. Resource implications  
None.
2. Risk Assessment  
The changes proposed will ensure the effective operation of the Committee's business within the academic regulatory framework.
3. Equality and Diversity  
The proposed changes have no equality implications.
4. Freedom of Information  
This paper can be included in open business.

**Any other relevant information, including keywords**

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be emailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on E-S 15/16 2 I." These comments will be added verbatim at <https://www.ed.ac.uk/academic-services/committees/senate/senate-restricted>

**Originator of the paper**

Philippa Ward  
Academic Policy Officer, Academic Services  
8 December 2015



**The University of Edinburgh**  
**Curriculum and Student Progression Committee**  
**Terms of Reference**

## **1. Purpose and Role**

- 1.1 The Curriculum and Student Progression Committee is responsible, on behalf of Senatus, for the academic regulatory framework apart from those aspects which are primarily parts of the Quality Assurance Framework.
- 1.2 The Committee is also the forum which oversees the process of maintaining and disseminating the regulations, and other guidance, in light of policy developments and changes in the internal and external environments.

## **2. Remit**

The remit of the Curriculum and Student Progression Committee is to:

- 2.1 Offer strategic advice on the University's portfolio of undergraduate and taught postgraduate programmes.
- 2.2 Oversee the development, maintenance and implementation of a fit for purpose regulatory framework which effectively supports and underpins the University's educational activities.
- 2.3 Examine the need for, and approve the simplification, development and review of any specific components of the regulatory framework in light of new innovations or specific trends, issues or problems.
- 2.4 Ensure that the academic regulatory framework continues to evolve in order to meet the organisational needs of the University, especially within the context of the designated powers and authority of the University and its Colleges and Schools.
- 2.5 Act with delegated authority from the Senatus on matters of student conduct and discipline<sup>1</sup>.

## **3. Governance**

- 3.1 The Committee will act with authority, as delegated by the Senatus, in order to take decisions regarding the regulatory framework for the University's educational activities.
- 3.2 In taking forward its remit, the Committee will support and encourage diversity and variation where this is beneficial, whilst seeking consistency and common approaches, where these are in the best interests of staff and students.
- 3.3 The Committee will report direct to the Senatus as necessary, but at least annually.
- 3.4 The Committee will liaise with relevant Court Committees and with specific managers and offices in respect of issues or instances where matters of academic policy intersect with management issues.
- 3.5 The Committee will identify and agree the ways in which it will periodically interact and exchange information with relevant committees and academic and student services in matters relating to the academic regulatory framework.

## **4. Operation**

- 4.1 The Committee will meet at least four times per annum. The Committee will also interact electronically, as is necessary for its business to be effectively progressed. The Convener of the Committee may approve items by Convener's Action between meetings. The Convener is advised on such decisions by the secretariat of the Committee and/or the academic governance member. This advice draws on previous Committee decisions and on issues agreed in principle with

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<sup>1</sup> This responsibility came into effect on 1 January 2014 when the Standing Commission on Discipline was dissolved.

delegated authority granted to the Committee Convener, while ensuring the maintenance of academic standards and the appropriate consistency of treatment of students.

- 4.2 The Committee may also meet electronically to note formal items or items which are not considered to be of strategic importance.
- 4.3 The Committee will follow a strategic agenda which is set prior to the start of the academic year and which is agreed through consultation with Senatus, the Conveners of the other Senatus Committees, and other relevant members of the University community.
- 4.4 A concessions sub-committee will be established on an annual basis, primarily comprised of at least five members of the Committee, including at least one Committee member from each College, the academic governance member of the Committee and the Convener or Vice-Convener. The sub-committee may decide to co-opt additional College representatives. This concessions sub-committee will have delegated authority, on behalf of the Committee, to make decisions on student concession cases. The sub-committee may also operate its business electronically where appropriate.
- 4.5 Limited life task groups and working groups will take forward as relevant the detailed examination of, and consultation on, the strategic issues which make up the majority of the Committee's work.
- 4.6 Any task or working groups will be given a clear brief and will consult as appropriate during their work in order to ensure the confidence of the Committee, the Senatus, and the wider University Community in the resulting conclusions and recommendations.
- 4.7 Information on any activities will be made available electronically to ensure that members of the University community are kept informed and can contribute to specific developments.
- 4.8 Agenda, papers and approved minutes will be published on the University's web pages in accordance with the University's agreed publication scheme and the status of the above listed in respect of freedom of information legislation. This will include details of the membership of the Committee.
- 4.9 The University Secretary or his/her nominee will be responsible for ensuring the provision of secretariat support for the Committee.
- 4.10 The Conveners of the other Senatus Committees shall receive papers for the Committee and can attend any of the meetings.

## **5. Composition**

- 5.1 The Committee will be convened by the Assistant Principal, Academic Support.
- 5.2 Before the first annual meeting the Committee shall identify a Vice-Convener for the Committee from amongst its membership. The Vice-Convener should serve for a period of at least one year.
- 5.3 The Colleges will each identify up to two senior members of staff within the College who have responsibility for academic governance and regulation.
- 5.4 The Colleges will each identify a senior member of staff within the College who has responsibility for maintaining and enhancing the quality of the student experience.
- 5.5 An Edinburgh University Students Association (EUSA) sabbatical officer will be an ex officio member of the Committee.
- 5.6 The Edinburgh University Students' Association will provide a relevant nominee for the Committee.
- 5.7 A member of staff of the Institute for Academic Development (IAD) will be an ex officio member of the Committee.

- 5.8 The University Secretary or his/her nominee will be an ex officio member of the Committee. The University Secretary or his/her nominee will also identify a member of staff from Academic Services to act as the expert academic governance member of the Committee.
- 5.9 Up to five additional members may be co-opted onto the Committee by the Convener depending on the expertise required. Co-opted members will normally serve a three year term.
- 5.10 The Assistant Principal, Assessment and Feedback and the Assistant Principal, Community Relations will be ex officio members of the Committee.
- 5.11 The Convener may invite individuals by invitation for specific meetings or agenda items.
- 5.12 Substitutions of members (i.e. due to an inability to attend) will be at the discretion of the Convener of the Committee.

## **6. Responsibilities and Expectations of Committee Members**

- 6.1 Members are expected to be collegial and constructive in approach.
- 6.2 Members should attend regularly and participate fully in the work of the Committee and its task/working groups. This will involve looking ahead and consulting/gathering input in order to provide the broad spectrum of thoughts and opinions which are necessary for proper consideration of the area being discussed.
- 6.3 Members will need to take collective and individual ownership for the issues under the Committee's remit and for the discussion and resolution of these issues. In taking ownership of the work of the Committee, members must take steps to ensure that they are empowered to take decisions on behalf of academic and managerial colleagues.
- 6.4 Members are expected to be committed to communicating the work of the Committee to the wider University community.

**The University of Edinburgh**  
**Learning & Teaching Committee**  
**Terms of Reference**

## **1. Purpose and Role**

1.1 The Learning and Teaching Committee is responsible, on behalf of Senatus, for undergraduate, taught postgraduate and other forms of academic provision, apart from postgraduate research and higher degrees.

1.2 The Committee provides a forum to facilitate and encourage the development of academic strategy and also discusses and promotes academic developments, whether internally driven or externally indicated.

## **2. Remit**

The remit of the Learning and Teaching Committee is to:

2.1 Discuss, formulate and promote strategic initiatives which enhance the student experience as it relates to teaching and learning and which contribute to, and which support attainment, of the University's objectives.

2.2 Support the creation and development of a high level framework which encourages and supports innovation, flexibility, accessibility and interdisciplinary initiatives.

2.3 Promote and promulgate specific innovations in learning, teaching and assessment, embracing new pedagogies and technologies in support of the enhancement of the student experience.

2.4 Approve any specific local developments or initiatives which could have substantial implications for University strategy or policy or for University level services and/or operations.

2.4 Proactively engage with any high level issues or themes arising from the National Student Survey, the Postgraduate Taught Experience Survey, the International Student Barometer and other internal and external student satisfaction surveys.

2.6 Engage in horizon scanning to anticipate and prepare for new opportunities and likely future developments in learning and teaching.

## **3. Governance**

3.1 The Committee will act with authority, as delegated by the Senatus, in order to take strategic and high level policy decisions in the area of teaching and learning.

3.2 In taking forward its remit, the Committee will support and encourage diversity and variation where this is beneficial, whilst seeking consistency and common approaches, where these are in the best interests of staff and students.

3.3 The Committee shall report directly to the Senatus as necessary, but at least annually.

3.4 The Committee shall liaise with relevant Court Committees and with specific managers and offices in respect of issues or instances where matters of academic policy intersect with management issues.

3.5 The Committee shall identify and agree the ways in which it will periodically interact and exchange information with relevant academic and student services in matters relating to teaching and learning.

## **4. Operation**

4.1 The Committee will meet at least four times per annum. The Committee will also interact electronically, as is necessary for its business to be effectively progressed.

4.2 The Committee may also meet electronically to note formal items or items which are not considered to be of strategic importance.

4.3 The Committee will follow a strategic agenda which is set prior to the start of the Academic Year and which is agreed through consultation with Senatus, the Convenors of the other Senatus Committees, and other relevant members of the University community.

4.4 Limited life Task Groups will take forward as relevant the detailed examination of, and consultation on, the strategic issues which make up the majority of the Committee's work.

4.5 Task Groups will be given a clear brief and will consult as appropriate during their work in order to ensure the confidence of the Committee, the Senatus, and the wider University Community in the resulting conclusions and recommendations.

4.6 Information on Task Group activities will be made available electronically to ensure that members of the University Community are kept informed and can contribute to specific developments.

4.7 Agenda, papers and approved minutes will be published on the University's web pages in accordance with the University's agreed publication scheme and the status of the above listed in respect of freedom of information legislation. This will include details of the membership of the Committee.

4.8 The University Secretary or his/her nominee will be responsible for ensuring the provision of secretariat support for the Committee.

4.9 The Convenors of the other Senatus Committees shall receive papers for the Committee and can attend any of the meetings.

## **5. Composition**

**5.1 The Committee shall be convened by the Senior Vice-Principal.** The Vice-Convenor shall be the Assistant Principal Academic Standards and Quality Assurance.

5.2 The Colleges shall each nominate two senior members of staff who have responsibility for learning and teaching.

5.3 The Edinburgh University Students Association (EUSA) Vice President (Academic Affairs) shall be an ex officio member of the Committee. A permanent member of EUSA staff shall also be an ex officio member.

5.4 The University Secretary or his/her nominee shall be an ex officio member of the Committee. The University Secretary shall also identify a member of staff to act as the expert academic governance member of the Committee.

**5.5 The Assistant Principal Research-Led Learning shall be an ex officio member of the Committee.**

5.6 The Director of the Institute for Academic Development or his/her nominee shall be an ex officio member of the Committee.

5.7 The Director of Student Recruitment and Admissions or his/her nominee shall be an ex officio member of the Committee.

5.8 The Convener of the Learning Technologies Advisory Group or his/her nominee shall be an ex officio member of the Committee.

5.9 Up to 5 additional members may be co-opted onto the Committee by the Convenor depending on the expertise required. Co-opted members will normally serve a three year term. Other co-opted members (eg. Institutional Contacts for specific Enhancement Themes) may serve shorter periods.

5.10 The Convenor may invite individuals for specific meetings or agenda items.

5.11 Substitution of members (ie due to an inability to attend) shall be at the discretion of the Convenor of the Committee.

## **6. Responsibilities and Expectations of Committee Members**

All members of the Committee:

6.1 Are expected to be collegial and constructive in approach.

6.2 Should attend regularly and participate fully in the work of the Committee and its Task Groups. This will involve looking ahead and consulting/gathering input in order to provide the broad spectrum of thoughts and opinions which are necessary for proper consideration of the area being discussed.

6.3 Will need to take collective and individual ownership for the issues under the Committee's remit and for the discussion and resolution of these issues. In taking ownership of the work of the Committee, members should take steps to ensure that they are empowered to take decisions on behalf of academic and managerial colleagues.

6.4 Are expected to be committed to communicating the work of the Committee to the wider University Community.

Version 6, 6 January 2016

The University of Edinburgh

Electronic Senate

12 – 20 January 2016

**Report of Senatus Exception Committee**

**Executive Summary**

This paper outlines business approved by the Senate Exception Committee since the last meeting of Senate.

**How does this align with the University /College School/Committee's strategic plans and priorities?**

Not applicable.

**Action requested**

Senate is invited to note the business approved by the Senate Exception Committee.

**Resource/Risk/Compliance**

1. Resource implications  
None.
2. Risk assessment  
This paper does not include a risk assessment
3. Equality and Diversity  
No equality and diversity implications
4. Freedom of Information  
This paper can be included in open business

**Any other relevant information, including keywords**

A comments need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be emailed to [Senate.Support@ed.ac.uk](mailto:Senate.Support@ed.ac.uk) quoting "comment on e-S 15/16 2 J.". These comments will be added verbatim at <https://www.ed.ac.uk/academic-services/committees/senate/senate-restricted>

**Originator of the paper**

Philippa Ward  
Academic Services  
7 January 2016

**Report of Senatus Exception Committee  
18 December 2015**

Senatus Exception Committee considered a request for a change in convenorship of the Senatus Curriculum and Student Progression Committee (CSPC) following the recent retirement of Professor Ian Pirie.

The existing Committee Terms of Reference stated that CSPC would be convened by the Assistant Principal Learning and Development. The request was for the Terms of Reference to be amended to state that the Committee would be convened by the Assistant Principal Academic Support. The change was requested in order to ensure continuity of Committee business until e-Senate could take place.

**Senate Exception Committee approved the request.**