

## UNIVERSITY OF ABERDEEN

**SENATUS ACADEMICUS****Minutes of the meeting held on 12 June 2002**

Present: Principal, Professors Sewel, Logan and Houlihan, Dr JG Roberts, Professors Sloane, Rodger, Torrance, Hubbuck, Thomson, Sleeman, MacGregor, Urwin, Racey, Buckland, Sharp, Killham, Jordan, Chandler, Lomax, Flin, Dawson, Watson, Howe, Ingram, Adams, Logie, Mather, Beaumont, Mitchell, Hunter, Dunkley, Secombes, Mannings, Duff, Player, Imrie and Salmon, Dr WF Long, Dr AD Clarke, Ms R Buchan, Dr S Kunin, Ms M Ramsay, Dr GM Walkden, Mr WTC Brotherstone, Dr D Hay, Dr G Hesketh, Mrs B Hookey, Dr PR Kinnear, Dr WD McCausland, Ms DW McKenzie Skene, Dr D Macphee, Dr MR Masson, Dr LJ Philip, Dr J Sheehan, Mr SC Styles, Dr A Venneri, Dr HM Wallace and Mr D Cockburn with Ms L Smith in attendance

Apologies for absence were received from Ms C Macaslan, Professors Lyall, Mordue, Templeton, Seaton, Baker, Jolliffe, Forte, Ritchie, Rees, Little, Hukins, Bryden, Alexander, Simpson, Archbold, McKee and Reid, Dr LH Chappell, Ms L Clark, Dr D Heddle, Dr A Hull, Dr J King, Dr S Lawrie, Dr DJ Lurie, Dr J MacDowall, Dr AJ Mordue and Mrs ML Ross

**APPROVAL OF MINUTES**

592. The minutes of the meeting held on 1 May 2002 were approved.

**STATEMENT BY PRINCIPAL****1. Scottish Parliament and Recent Events**

593.1 The Principal reported that he had received very positive feedback from several quarters concerning the University's hosting of the Scottish Parliament in May, which was considered to be a highly successful event from the University's perspective. He expressed his thanks to all concerned who had been involved in making arrangements for the visit of the Parliament.

593.2 The Principal also complimented those involved in two recent, very successful events: a conference on Critical Incident Management, and the *New Horizons* event concerning scientific work in the North of Scotland.

**2. Alliances**

594.1 The Principal reported that, as indicated in recent press reports, it was unlikely that there would be any further development of the University's relationship with SAC in the foreseeable future.

594.2 The Principal also reported that, following a preliminary analysis during the last few months, the University Court, at its next meeting, would consider a report in regard to the options available for the future relationship between the University of Aberdeen and The Robert Gordon University. If the Court endorsed the report's recommendation that merger of the two Universities should be explored, further analysis and full consultation with the University community would take place during the next academic year.

**3. Building Works**

595. The Senate noted that various alterations to buildings and rooms were taking place at King's College: security was being improved in regard to the special collections held in the Chapel; the entrance to the University Office was being modified to create a more welcoming ambiance to students, and the counter-services provided by the Finance Section and the Registry were being modified to improve the quality of service provision to students; and modifications to the Arts Lecture Theatre would take place during the summer period.

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#### **4. Applications to the University**

596. The Principal invited Professor Houlihan to inform the Senate of the current position concerning student recruitment. While undergraduate applications had increased compared with the equivalent point the previous year, with unconditional firm acceptances increasing by 20%, there was concern in regard to achieving targets in some areas. The Clearing Group had met recently and was planning a concerted marketing strategy in order to achieve our target intake. Applications from "overseas" undergraduate full-time students had increased substantially, and applications to postgraduate taught programmes had also increased. However, fewer offers had been made to prospective research students than last year and Professor Houlihan hoped that Faculties would continue to invest in studentships in an attempt to increase research student recruitment.

#### **5. Honorary Degrees**

597. The Principal agreed that concerns expressed in regard to the University's criteria for approving nominations for Honorary Degrees and the possibility that the Senate should debate this subject would be referred to the next meeting of the Honorary Degrees, which was scheduled to meet on 1 November 2002.

#### **6. Professor Peter Sloane**

598. The Principal informed the Senate that Professor Sloane was retiring from the University and was attending his last meeting of the Senate. He extended his warmest personal thanks, and the thanks of the University, to Professor Sloane for his contributions to the University and conveyed his good wishes for the future.

### **FORMATION OF SCHOOLS**

599.1 Before asking the Senior Vice-Principal to introduce his paper on the Formation of Schools [Appendix 1: copy filed with the principal copy of the minutes], the Principal indicated that he was convinced of the advantages to the University in moving to a School-based structure, the proposals for which had been developed in consultation with Faculties.

599.2 In introducing his paper, Professor The Lord Sewel summarised the main points of the proposals. In particular, he drew attention to the three fundamental arguments for Schools, as outlined in paragraph 2 of the paper.

599.3 Professor Sewel indicated that particular details of the proposals would be finalised over the next few weeks and months, after appropriate consultation, but acknowledged that, even then, some details would need to be revised in due course: hence, the proposals included a commitment to reviewing the position in three years' time.

599.4 Section 4 of the paper contained the specific proposals in regard to each Faculty; and Section 5 included the proposals for the appointment of Heads of School: these posts would be advertised internally, with a view to appointments being made by the end of Graduation Week.

599.5 Professor Sewel also drew attention to the proposals for the composition of School Management Teams. He indicated that one of the main tasks of Heads of School during the Winter Term would be to work with Deans to provide detailed, costed academic plans for the next three years.

599.6 Professor Sewel was aware that some members of Senate had sought clarification in regard to the position of Departments and Heads of Department. He indicated that the concept of Departments may continue as a means of recognising disciplinary identity in some Schools but that Heads of Department/Discipline would not have a managerial responsibility, unless devolved to them by the Head of School. The line-management responsibilities of current Heads of relevant Departments would cease upon appointment of Heads of School, and it would be for Heads of School to determine which responsibilities they may wish to devolve to others within their School. While Heads of Department, other than those who held Established Chairs, would no longer qualify for *ex officio* membership of the Senate following the formation of Schools, those who wished to continue on the Senate could seek election as there were still several vacancies in the relevant constituencies.

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599.7 In closing his report, Professor Sewel reiterated the primary reasons for moving toward a School structure and commended the proposals to the Senate.

599.8 There followed a wide-ranging discussion, the principal points of record being as follows:-

- (i) that in regard to the future appointment of academic staff within Schools, appropriate disciplinary representation would be sought;
- (ii) a proposal that Schools rather than Deans should have the primary responsibility for preparing costed academic plans for approval by the Joint Planning, Finance & Estates Committee: in response, Professor Sewel indicated that a change in the management structures of such a magnitude was not considered appropriate at this stage, but was one reason why the proposals provided for a review in three years;
- i. a view that retention of the existing Faculty structure for the foreseeable future was important, so that Deans could provide a moderating role between Schools within Faculties and across Faculties, where appropriate;
- ii. confirmation that existing Heads of School in the Faculty of Arts & Divinity would retain that position in the new structures;
- iii. confirmation that Deans would have the formal responsibility of consulting with staff in their Faculties prior to Heads of School being appointed. Although applications would be sought internally in the first instance, consideration would be given to external advertisement if it did not prove possible to make an internal appointment;
- (vi) recognition that the current units for research assessment were not compatible with the University's aspirations for future ratings and that, after a series of detailed meetings with Heads of Units submitted in the recent Research Assessment Exercise, there was recognition that new groupings should be developed, as reflected in the Schools' proposals;
- i. acknowledgement that the University Court would be informed of a proposal, shared by many at Senate, that the appointment panel for Heads of School should include five rather than three representatives of the relevant Faculty Advisory Committee;
- ii. that concerns in regard to "ownership" of some multi-disciplinary degree programmes in the new structures would be addressed by Deans and Heads of School in their preparation of costed academic plans, to secure the quality of teaching across the University;
- iii. a concern that the implications for teaching were not fully apparent from the proposals: these, however, would be addressed by Deans and Heads of School in the production of academic plans;
- iv. a concern in regard to the relative speed of implementing the proposals: in response, Professor Sewel indicated that the proposals were the result of detailed discussion and consultation within Faculties during the past few months and that it was important to appoint Heads of School quickly so that Schools could be established from 1 August 2002.

599.9 Following closure of the debate, Professor Sewel formally asked Senate's approval, for its part, of the recommendation that Schools be introduced in the three Faculties, as proposed in his paper, with effect from 1 August 2002.

599.10 The motion was carried by 35 votes to 12, with 7 abstentions.

### **PROPERTY DEGREES**

600. Professor Adams indicated that he wished to withdraw the motion that was contained in his paper circulated to the Senate, following recent discussions with the Senior Vice-Principal in which an acceptable way forward in addressing his concerns had been agreed.

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### **DRAFT INSTITUTIONAL STRATEGIC PLAN 2002-2006**

601.1 In introducing the Strategic Plan, the Senior Vice-Principal reported that its structure was in accord with SHEFC requirements. Plans were to identify achievements in the previous academic year and objectives for the planning period, with specific actions to be achieved in 2002/03 against which the performance of the University could be measured. The Strategic Plan would therefore inform planning at all levels of the University.

601.2 After discussion, the Senate, for its part, approved the draft Institutional Strategic Plan 2002-2006, subject to updating of certain benchmark figures in light of recently-published data.

### **CLASS CERTIFICATES AND MONITORING STUDENT PROGRESS**

602.1 The Senate approved revised procedures for the award of class certificates and monitoring of students' progress, with a view to implementation of the proposals on a two-year trial basis at the start of Academic Year 2003/04. The proposals had been revised in the light of the comments made by the Senate at its meeting on 1 May 2002.

602.2 The Senate also approved proposals for the introduction of a scheme to monitor student progress with effect from the start of Academic Year 2002/03. The current procedures for award of class certificates would remain in place during Academic Year 2002/03.

602.3 The Senate noted (i) that Guidance Notes would be prepared, to assist Departments in implementing the proposals; and (ii) that consequential changes to General Regulations 1 and 8 would be incorporated in the "Omnibus" Resolution, for approval by Senate in January 2003, for implementation in Academic Year 2003/04.

### **CERTIFICATION OF ABSENCE FOR MEDICAL REASONS OR OTHER GOOD CAUSE**

603. The Senate approved revised proposals for Certification of Absence for Medical Reasons or Other Good Cause, as detailed in Appendix 2 [copy filed with the principal copy of the minutes].

### **PROPOSAL TO INSTITUTE A STATUS OF ASSOCIATE STUDENT**

604.1 The Senate, for its part, approved the recommendation that postgraduate students who were "writing-up", students on validated programmes, and other categories of students as indicated in Appendix 3 [copy filed with the principal copy of the minutes] should, in future, be

classified as associate students of the University with matriculated student status, subject to the payment of an appropriate annual fee.

604.2 The Senate further approved the recommendation that formal recognition should be given to the status of students regarded as having suspended studies temporarily, and that they be permitted associate student status on payment of the appropriate fee.

### **PLAGIARISM: NOTES OF GUIDANCE FOR HEADS OF DEPARTMENT**

605. The Senate approved the document *Plagiarism: Notes of Guidance for Heads of Department*, as detailed in Appendix 4 [copy filed with the principal copy of the minutes].

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### **REPORT FROM THE UNIVERSITY COURT**

(14 May 2002)

#### **1. Draft Resolution No. of 2002 [Regulation of Students' Progress for First Degrees]**

606. The Senate noted that the Court had approved the Draft Resolution No. of 2002 [Regulation of Students' Progress for First Degrees] which had been updated to incorporate changes to Supplementary Regulations requested by Undergraduate Programme Committees and which had been approved in that form by Senate and the Business Committee of the General Council.

#### **2. Draft Resolution No. of 2002 [Degree of Bachelor of Music (BMus)]**

607. The Senate noted that the Court had agreed to forward the Draft Resolution No. of 2002 [Degree of Bachelor of Music (BMus)] to the General Council and to make it generally available in terms of Section 6 of the Universities (Scotland) Act 1966.

### **REPORT FROM THE JOINT PLANNING, FINANCE AND ESTATES COMMITTEE**

(30 April 2002)

608. The Senate noted that the Joint Planning, Finance and Estates Committee, for its part, had approved and agreed to forward to the Senate a proposal to institute the status of Associate Student. [Minute 604 above refers]

### **REPORT FROM THE UNIVERSITY COMMITTEE ON TEACHING AND LEARNING**

(24 May 2002)

The Senate approved recommendations of the University Committee on Teaching and Learning from its meeting of 24 May 2002, as under:-

#### **1. Procedures for Determining Progression and Award in Modularised**

##### **Postgraduate Taught Programmes of Study (*Grade Spectrum*)**

609.1 The Senate approved *Procedures for Determining Progression and Award in Modularised Postgraduate Taught Programmes of Study (Grade Spectrum)*, as detailed in Appendix 5 [copy filed with

the principal copy of the minutes].

609.2 In approving the above *Grade Spectrum*, the Senate noted the following: (i) that applications for specific courses to be passed at a specified standard in regard to application of the *Grade Spectrum* would need to be submitted to the Academic Standards Committee (Postgraduate) for consideration; and (ii) that, in considering applications for programmes to be considered as "conversion" programmes as part of seeking approval to offer resits at postgraduate taught level [Minute 616 below refers], the Academic Standards Committee (Postgraduate) would discuss with relevant Departments the details of providing resits, e.g. in regard to the nature of resits, their timing and the involvement of External Examiners.

## 2. Honours Classification in All Degree Programmes (Grade Spectrum)

610. The Senate approved revisions to the *Grade Spectrum* for determining Honours classification, as detailed in Appendix 6 [copy filed with the principal copy of the minutes].

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## 3. Review of Internal Teaching Review Procedures

611.1 The Senate noted that, as a consequence of the new arrangements for external quality assurance being introduced by SHEFC in 2002/03, there was a need to revise the current Internal Teaching Review procedures as these were modelled on the procedures for external Subject Review which was to cease in the new system. The main features of the revised system for external quality assurance were Institutional Audit without any drilling down to subject level, a requirement for publication of a public information set (the details of which had yet to be determined) and increased emphasis on quality enhancement and on student involvement and feedback. Although the precise details of the revised external system were not fully known, it was felt necessary for internal review to continue, particularly as the University's Institutional Audit was currently scheduled for Spring 2004. However, any revised system which was adopted must be owned by the whole community; it was also essential that the system that was introduced was effective and did not impose an unnecessary burden on departments. In view of this, the UCTL had agreed that a revised system should be developed over Summer 2002 and be trialled in session 2002/3 in a small number of departments, with a view to the finalised procedures being implemented across the University from session 2003/04.

611.2 The Senate noted the proposed structure and timetable for review of the Internal Teaching Review (ITR) procedures, as detailed below:-

(i) The current ITR procedures would cease from the end of session 2001/02 with no ITR taking place in the first half-session 2002/03.

(ii) A draft revised ITR procedure would be developed, in consultation with a number of academic staff and student representatives, during summer 2002, with a view to the revised proposals being brought for approval to the October meeting of the UCTL and the November meeting of the Senate. The proposals would be robust but less bureaucratic. They would also have a clear quality enhancement focus.

(iii) Subject to Senate approval of the draft revised procedures, a pilot of the revised procedures would be carried out in the second half-session 2002/03 in three departments identified in consultation with the Deans. Staff from these departments would be consulted during the development of the revised procedures.

(iv) Following the pilot, comments from those departments and review panels involved in the pilot scheme would be considered with a view to the finalised revised procedures being approved by the UCTL in May 2003 and the Senate in June 2003. The revised procedures would then be implemented on a University-wide basis with effect from the start of the academic year 2003/04, with a revised timetable for review of all subjects being put in place at that time.

## 4. Annual Report from the Careers and Appointments Service

612. The Senate noted that the UCTL had approved the Annual Report from the Careers and

Appointments Service (copy available for consultation in the Senate Office).

### **5. Teaching Fellows as Course Co-ordinators**

613. The Senate noted that the UCTL had approved a proposal that the current University Policy on appointment of Course Co-ordinators be extended to allow for this role to be undertaken by Teaching Fellows. The revised wording of the Policy was approved as detailed below:-

"Course Co-ordinators must be appointed by the Head of Department and be either a member of full-time academic staff, an Honorary member of the academic staff of the relevant department or a Teaching Fellow from the relevant department. This is because the Department must retain responsibility for the course. It does not preclude 'bought-in' (including relief) teachers having a major role in organising and delivering a course (but not a programme)."

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### **6. Revalidation of Degree Programmes**

614.1 In view of the good practice recommended by the QAA's Code of Practice in regard to Programme Approval, Monitoring and Review, and of the requirements of QAA Subject Review, all departments had been asked to submit new programme proposal forms, programme specifications and curriculum maps for all their taught provision by 31 October 2001 in order that these programmes could be revalidated by the UPCs and ASC (Postgraduate). In December 2001, the UCTL had reviewed the list of those degree programmes which had been revalidated and agreed that the Deans should ensure that those Departments/Schools which had not submitted documentation for revalidation by the deadline of 31 October 2001 (and which had not made a submission for an extension) should submit their outstanding documentation by 28 February 2002.

614.2 The Senate noted that the UCTL had further reviewed the list of those departments which had submitted programmes for revalidation at its meeting on 24 May 2002. The Committee had noted that while a number of departments had been given extensions, they had not met the revised deadline. The Committee had therefore agreed that the Deans should be asked to ensure that those departments which had still not submitted documentation should do so as soon as possible, and by 31 October 2002 at the absolute latest.

## **7. Code of Practice on Academic Appeals and Student**

### **Complaints on Academic Matters**

615. The Senate noted that the UCTL was reviewing the guidance notes on academic appeals and student complaints on academic matters, that had been circulated with the Senate papers for the meeting on 1 May 2002, in the light of comments from the University's solicitors. Revised proposals would be submitted to the Senate in due course.

### **8. Resits on Postgraduate Taught Programmes**

616.1 The Senate, at its meeting on 1 May 2002, had agreed that discussion of recommendations from the Academic Standards Committee (Postgraduate) concerning re-assessment at level 5 should be deferred. The Academic Standards Committee had reviewed the proposals at its meeting on 10 May 2002 and agreed that no revision to the original proposal, as detailed below, was necessary. The Senate noted that the UCTL, at its meeting on 24 May 2002, had therefore endorsed this proposal.

616.2 The following working rules would govern the exercise of discretion when considering applications under General Regulation 7 for Taught Postgraduate Awards for exemption from the general policy that re-assessment was not permitted for courses which were level 5 (postgraduate):-

(i) resits should henceforth be permitted for 'conversion' programmes at taught postgraduate level, recognising the heterogeneous background of students recruited to these programmes;

(ii) flexibility in resits be permitted such that candidates could resit a first half-session course or courses worth no more than 20 credit points, a course or courses worth no more than 40 credit points over the first and second half-sessions of the programme taken together, or a course or courses worth no more than 60 credit points over the duration of the programme. This permission excluded the project/dissertation where the project/dissertation was a compulsory element of assessment. This resit policy would be flexibly interpreted for part-time candidates in the light of their agreed curricula.

(iii) the criteria defining a 'conversion' programme would be determined by the qualifications required at entry. For example, where a programme asked for "a degree" which did not have to be from a related background, this would be regarded as a 'conversion' programme. Departments/Schools would have to make individual requests to the ASC(Pg) for their programmes to be regarded as a 'conversion' programme and to be eligible to operate the resit policy. Departments wishing to apply to amend their entry requirements to qualify for the resit policy for programmes in their Department, would have to supply evidence to the ASC(Pg) that at least half of their cohort(s) of students came from a first degree background not related to their taught postgraduate programme. According to the current University Calendar entries taught postgraduate programmes which **could** apply for resits were:

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- all currently approved Pg taught programmes in Management Studies
- Information Technology (Computing Science)
- Sustainable Rural Development (Geography)
- Project Management (Engineering)
- Health Services & Public Health Research (Public Health);

(iv) the maximum resit mark attainable was CAS 9.

## 9. QAA Code of Practice on Students with Disabilities

617. The Senate noted that the UCTL had approved the report from the Sub-Committee on Disabilities on the extent of compliance with, and recommended action in regard to, the QAA Code of Practice on Students with Disabilities.

## 10. Postgraduate Research Student Training and Supervision

618.1 The UCTL, at its meeting in February 2001, had agreed that, in view of the alignment of Internal Teaching Reviews (ITRs) with the requirements of QAA Subject Review and the time constraints on ITR Panel visits, ITRs in future should no longer review research student training. In view of this, the Academic Standards Committee (Postgraduate), had agreed that Departments/Schools should be required to periodically submit a report to enable the Committee to monitor the provision of postgraduate research student training and supervisions. Where a School completed the report, there was no need for constituent Departments to do so as well. The purpose of the report was to allow the ASC(PG) to fulfil its obligations in regard to quality assurance and there was no intention to impose uniformity in approach across disciplines.

618.2 The Senate noted that the UCTL, at its meeting on 24 May 2002, had approved the draft questionnaire designed by the ASC(PG) to be used to monitor postgraduate research students training and supervision.

## REPORT FROM THE ACADEMIC STANDARDS COMMITTEES

The Senate approved the recommendations of the Academic Standards Committees from their recent meetings, as under:-

### 1. Regulations for First Degrees

619. Following approval of the introduction of the option for students to obtain the Degree of Bachelor of Theology with Honours by Distance Learning, the Senate approved revised Supplementary Regulations for award of the Degree of Bachelor of Theology to KEY Learning Opportunities students, to replace those previously in force. [Appendix 7: copy filed with the principal copy of the minutes].

## 2. New and Discontinued Courses and Programmes

620. The Senate noted that the Academic Standards Committees, on the recommendation of the relevant Faculties, had approved changes to the list of courses and programmes available. [Appendix 8: copy filed with the principal copy of the minutes].

## 3. Re-validation of Programmes

621. The Senate noted that the Academic Standards Committees, where appropriate on the recommendation of the relevant Undergraduate Programme Committee, had re-validated degree programmes as indicated in Appendix 8 [copy filed with the principal copy of the minute].

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## REPORT FROM THE STUDENT RECRUITMENT AND ADMISSIONS COMMITTEE

(16 May and 6 June 2002)

### Partnership Agreements

622.1 The Senate noted that the Student Recruitment and Admissions Committee, on the recommendation of the relevant Admissions Selectors following discussion with the relevant Heads of Department, Deans and Undergraduate Programme Committee Conveners, had approved specifications for entry to the Degrees indicated below, with advanced standing where appropriate, for students from the following Institutes and Colleges upon successful completion of the National Diploma or Higher National Diploma programmes indicated:-

Institution	ND/HND Programme	Degree	Programme Year
Waterford Institute of Technology	National Diploma in Science (Agricultural Sciences)	Degree of BSc (Pure Science) Degree of BSc Agr Designated Degree of BSc Agr Degree of BSc Agr with Honours	Year 3 <sup>1</sup>
Waterford Institute of Technology	National Diploma in Science (Forestry)	Degree of BSc (Pure Science) Designated Degree of BSc Forestry (Forest Management) Honours Degree of BSc Forestry Forestry Management)	Year 3
Elmwood College	HND (Animal Care and Management)	Degree of BSc (Pure Science) Designated Degree of BSc in Animal Care Degree of BSc Honours in Animal	Year 2 or Year 3 <sup>1</sup>

		Care	
Angus College	HND (Animal Care)	Degree of BSc (Pure Science) Designated Degree of BSc in Animal Care Degree of BSc Honours in Animal Care	Year 2 or Year 3 <sup>1</sup>
Sabhal Mor Ostaig	HNC Gaelic/Gaelic & Communication	Degree of MA	Year 1
College		Designated Degree of MA in Celtic Civilisation, Celtic Studies or Gaelic Studies Degree of MA with Honours in Celtic Civilisation, Celtic Studies or Gaelic Studies	Year 2

622.2 Partnership Agreements with the above institutions had been prepared, based on the model approved by the Senate and the Court in June 2001 for a similar agreement with Banff & Buchan College. The only substantive addition compared with the Banff & Buchan College Agreement was that the Partnership Agreement provided for each institution to use the University's name and logo in its prospectus entry and other promotional literature for the programmes named in the individual articulation routes, subject to the University approving all publicity and promotional material relating to these routes before being made public.

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622.3 On the basis that the Senate and Court had already approved the template for such Partnership Agreements, which had also been approved by the University's solicitors, the Senate, for its part, approved a recommendation that the Principal be authorised to sign Partnership Agreements with Waterford Institute of Technology, Elmwood College, Angus College and Sabhal Mor Ostaig College in regard to the articulation routes specified above. The Agreements would be for five years in the first instance and would be subject to the same rights of termination as agreed in the Banff & Buchan College Agreement.

#### **APPOINTMENT OF UNIVERSITY POSTGRADUATE OFFICER**

623. The Senate approved a recommendation from the relevant Deans that Professor Burgess be appointed as a University Postgraduate Officer for Arts & Social Sciences for one year from 1 October 2002, *vice* Professor Hewitt.

## MEMBERSHIP OF ACADEMIC STANDARDS COMMITTEES AND UNDERGRADUATE PROGRAMME COMMITTEES

624. Further to the decisions of Senate at its last meeting, the Senate approved the following nominations by the relevant Deans of those to serve on the undernoted Committees for the periods indicated:-

### Undergraduate Programme Committee (Education)

Mrs L Stephen (as Convener), *vice* Ms CA Macaslan (with immediate effect until 30.09.05)

Mr A Cowieson (with immediate effect until 30.09.05)

### Academic Standards Committee (Arts & Social Sciences, Education, Divinity and Law)

Mrs N Hart *vice* Mrs L Stephen (with immediate effect until 30.09.05)

### Academic Standards Committee (Postgraduate)

Professor PA Racey (re-appointed as Convener until 30.09.03)

Professor TC Salmon (until 30.09.05, *vice* Professor Hewitt)

Professor GJA Burgess (co-opted until 30.09.03)

## APPOINTMENT TO STANDING COMMITTEES

625. The Senate approved the appointment of members to Senate standing committees, Senate representatives on joint committees of the Senate with the Court, and Senate representatives on committees of the Court, for the academic year 2002-2003, as under:-

### COMMITTEES OF THE SENATE

#### 1. Blackwell Trustees

The next award of the Blackwell Prize, to be made in the academic year 2002-03, will be for a book in the field of Physical Sciences, including Mathematics published in the years 1994-2001. In terms of the Deed of Foundation, the proposed Trustees of the Prize are as follows:

Dr JG Roberts (*Convener*), the Principal and the Heads of the Departments of Chemistry, Divinity and Religious Studies, Engineering, Mathematical Sciences, Philosophy and Zoology.

#### 2. Honorary Degrees Committee

Principal, Senior Vice-Principal, Professors Graham, F Watson, Smith, Thomson, Gane, Lee, Hukins and Gilbert, Ms CA Macaslan and Dr D Hay, with the Deans in attendance.

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#### 3. Student Disciplinary Committee Panel

##### Staff Members

Professors Duff, Flin, Forte, Gane, Gilbert, Killham, Racey and Roberts, Dr BA Fennell, Ms R Buchan, Dr WF Long and Dr HM Wallace.

##### Student Members

The President of the Students' Association, the SA's Education Convener, and five of the other student members of Senate.

#### **4. Senate Postgraduate Academic Appeals Committee**

Dr JG Roberts (Convener), Professors Archbold, Chandler, Forte, Racey, Rees, Saunders and Torrance, Mr N Coutts.

#### **5. Senate Undergraduate Academic Appeals Committee**

Dr JG Roberts (Convener) and the Conveners of the Undergraduate Programme Committees.

### **JOINT COMMITTEES (SENATE REPRESENTATIVES)**

#### **1. Chapel Committee**

Professors Torrance and Beaumont.

#### **2. Committee on Biological Services Units**

The Deans of the Faculties of Medicine & Medical Sciences and of Science & Engineering, Professors Torrance, Lomax and Ritchie.

#### **3. Joint Planning, Finance and Estates Committee**

Principal, Senior Vice-Principal, the Deans plus two further members elected from amongst the Senate assessors on the University Court (Professors Graham and Smith).

#### **4. Military Education Committee**

Professors Salmon, Swanson and Torrance, Dr K R Page, Mr J H Wyllie and Dr G Herd.

#### **5. Museums, Collections and Galleries Committee**

Dr J G Roberts (*Convener*), Professor Mannings, the Manager, Historic Collections, Mr G Pryor, Dr M Gorman, Dr J S Reid, Dr N H Trewin and Dr C C Wilcock.

#### **6. University Committee on Research and Commercialisation**

Professors Devine, Gane, Gow, Graham, Ingold, Ingram, Killham and Ralston.

In attendance: The Deans of the Faculties and Vice-Principals.

#### **7. Staffing and Development Committee**

The Deans of the Faculties.

#### **8. Student Affairs Committee**

Principal or alternate, Vice-Principal with responsibility for Student Welfare, the Conveners of the Academic Standards Committees.

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#### **9. Committee on Disabilities**

Vice-Principal (Teaching and Learning) as Convener.

#### **10. Student Recruitment and Admissions Committee**

The Deans of the Faculties, two Selectors for undergraduate degrees, elected from the Panel of Selectors (Dr S P Townsend and Dr C Milton), the Convener of the Academic Standards Committee (Postgraduate), the Director of Marketing, one other representative of the student recruitment function and the President of the Students' Association.

In attendance: The Academic Registrar, the Director of External Relations and the Director, Wider Access Policy.

### **11. University Committee on Teaching & Learning**

The Conveners of the Academic Standards Committees and of the Undergraduate Programme Committees, the Deans of the Faculties, the President of the Students' Association (or alternate) and the Students' Association Education Convener.

### **COMMITTEES OF THE COURT WITH SENATE MEMBERS**

#### **1. Redundancy Committee**

Professors Salmon and Smith.

#### **2. Staff Disciplinary Tribunal Panel**

Professors Archbold, Fraser, Evans-Jones, MacGregor, Ohlmeyer, Pennington and Thomson, and Ms M Ramsay.

#### **3. Staff Grievance Committee Panel**

Professors Duff, Flin, Ritchie, Saunders and Secombes, and Mrs M Ross.

### **DICK BEQUEST TRUST**

626. The Senate approved the nomination of Mrs Y Dewhurst, Department of Curriculum Studies, as a representative of the Senate on the Dick Bequest Trust, initially for a five-year period, *vice* Professor Alexander, and the re-appointment of Professor Saunders as a Senate representative on the Trust for a further five-year period.

### **ABERDEEN ENDOWMENTS TRUST**

627. The Senate approved the nomination of Dr C Milton as a representative of the Senate on the Aberdeen Endowments Trust until 15 August 2003 *vice* Dr Melvin Dalgarno.

### **DRAFT ESTATES STRATEGY 2002-2007**

628. The Senate noted that, following a recent consultation exercise in which members had been informed of the availability of the draft Estates Strategy on the intranet, members' comments had been taken into account in finalising the Estates Strategy before submission to the JPFEC.

### **GRADUATION CEREMONIES: NOVEMBER 2002**

629. The Senate noted that degrees would be conferred at the Graduation Ceremonies in

November 2002 as follows:-

Friday 29 November at 3.00 p.m.: Degrees in Education, Science, Divinity and Law

Saturday 30 November at 11.00 a.m.: Degrees in Arts & Social Sciences, Engineering and Medicine

### **ELECTION OF READERS AND LECTURERS TO THE SENATUS ACADEMICUS**

630. The Senate noted that the following had been elected as members of the Senatus Academicus for the period 1 October 2002 to 30 September 2006 in the constituencies stated:

*Arts & Divinity:* Dr J Geddes

Professor A Saunders

Professor P Swanson

*Medicine & Medical Sciences (Full-time):* Professor S Heys

Dr H McKenzie

Dr ER van Teijlingen

*Science & Engineering:* Dr IG Craw

Dr P Edwards

Dr SP Townsend

*Social Sciences & Law:* Dr J Farmer

Mrs M Ross

Professor T Salmon

### **STUDENTS' ASSOCIATION : SABBATICAL ELECTIONS**

631. The Senate noted that, in the recent Sabbatical Elections, the following had been elected to office within the Students' Association for the academic year 2002/03:-

President : Mr Duncan Cockburn

Vice-President (Representation) : Ms Jenny Duncan

Vice-President (Services) : Mr John Reddin

Vice-President (Sport) : Ms Catriona Edge

**GRADUATIONS *IN ABSENTIA***

632.1 The Senate noted that a list of those qualified to receive degrees and diplomas who had applied to have them conferred *in absentia* had been posted on the University Office Noticeboard.

632.2 The Senate conferred the degrees on, and awarded the diplomas and other qualifications to, the persons stated. [Appendix 7: copy filed with the principal copy of the minute]

**APPENDIX 8****1. New and Discontinued Courses and Programmes****A. New and Withdrawn Undergraduate Courses****Accounting & Finance**

Introduction of a new level 4 course: 'Auditing'.

**Biology**

Introduction of an amended level 4 course: 'Topics in Conservation Biology'.

**Biomedical Sciences**

Withdrawal of the courses SR 3002 and SR 3003.

**Cultural History**

Withdrawal of the courses CU2003, CU3505, CU4012, CU4017, CU4020, CU4525.

**Divinity & Religious Studies**

Withdrawal of the course DR3558.

Introduction of a new level 4 course: 'Theological Explorations in Disability, Community and Humanness'.

**English & Film Studies**

Withdrawal of the courses EL45KM, EL48YC and FS40BB.

Introduction of new level 3 courses: 'Community and Faction: Literature, 1603-1688', 'Community and Faction: Drama, 1603-1642', 'Order and Desire: Poetry and Prose, 1509-1603', 'Order and Desire: Literature, 1509-1603'.

Introduction of new level 4 courses: 'Twentieth-Century Irish Drama', 'The Anglo-Irish Novel'.

**French**

Replacement of existing level 3 options by separate level 3 and 4 courses (designated A and B).

**German**

Replacement of existing level 3 options by separate level 3 and 4 courses (designated A and B).

Introduction of new level 3 and 4 courses: 'Travel and Tourism in Germany since 1770 (A and B)', 'Vienna 1900 (A and B)'.

**Hispanic Studies**

Replacement of existing level 3 options by separate level 3 and 4 courses (designated A and B).

Introduction of new level 3 and 4 courses: 'Twentieth Century Hispanic Art (A and B)'.

**History of Art**

Introduction of new level 3 course: 'Art in Central Europe, 1890-1914'.

**KEY learning Opportunities**

Introduction of new course in Plant Diversity.

Introduction of amended courses in Molecular Biology, Animal and Plant Biology.

**Land Economy**

Introduction of new level 4 course: 'Planning Theory and Practice'.

**Law**

Introduction of new level 3 and 4 courses: 'Employment Law', 'Employment Law (Honours)'.

**Management Studies**

Introduction of new level 3 course: 'Services Marketing'.

**Medicine and Medical Sciences**

Introduction of new level 3 course: 'Specialist Clinical Practice 1b' (replaces ME 3005 and ME 3006).

Introduction of amended level 3 courses: 'Specialist Clinical Practice 2 (MEQ/MCQ)' (replaces ME 3401), 'Specialist Clinical Practice 2 (OSCE)' (replaces ME 3402), 'Specialist Clinical Practice 1a'(replaces ME3802).

**Politics & International Relations**

Introduction of new level 4 courses: 'Understanding International Politics: Critical Theories', 'International Terrorism', 'Baltic Security Politics'.

**Public Health**

Introduction of new level 1 course: 'Foundations of Health'; new level 3 courses: 'Sociology of Health and Illness for Sports Studies', 'Sports Practicum 1', 'Sports Practicum 2'; new level 4 courses: 'Dissertation for BSc Health Science: Health Promotion', 'Dissertation for BSc Health Science: Health Services Research', 'Dissertation for BSc Health Science: Health and Sport'.

**Sociology & Anthropology**

Introduction of new level 4 course: 'Linguistic Anthropology'.

**B. New Undergraduate Programmes**

Introduction of Designated Degree of Master of Arts in Entrepreneurship (on- and off-campus versions).

Introduction of Master of Arts with Honours in Cultural History-Religious Studies, Rural Planning & Economic Development.

Introduction of Bachelor of Music with Honours (Education).

**C) Withdrawal of Undergraduate Programme**

Withdrawal of BSc Biomedical Sciences – Undesignated Degree.

#### **D. Postgraduate Courses and Programmes**

[\* Denotes that Departmental/School responses are awaited to points raised by the Academic Standards Committee (Postgraduate)]

#### **Chemistry**

Withdrawal of programme: 'MSc in Silicate and Solid State Chemistry'.

#### **Computing Science**

Introduction of new level 5 postgraduate courses: \* 'Introduction to Electronic Commerce Technology', \* 'Technologies for the World Wide Web', \* 'Introduction to Database Systems', \* 'Introduction to Knowledge-Based Systems', \* 'Data Structures and Algorithms', \* 'Systems Engineering Project', \* 'Project in Information Technology', \* 'Procedural Programming II'.

Withdrawal of course: \* 'Digital Publishing & Digital Libraries'.

#### **Divinity and Religious Studies**

Introduction of new programme: \* 'MTh in Catholic Studies'

Introduction of new level 5 postgraduate courses: \* 'Catholicism and Politics in the Twentieth Century', \* 'Late Modern Catholicism', \* 'Early Modern Catholicism'.

#### **General Practice**

Introduction of new level 5 postgraduate course: \* 'Travel Health Medicine'.

#### **Geology and Petroleum Geology**

Introduction of new level 5 postgraduate courses: \* 'Teambuilding and Course Integration',

\* 'Petroleum Economics'.

#### **Law**

Introduction of new level 5 postgraduate courses: \* 'Securities Regulation', \* 'Trans-national Legal Issues'.

Withdrawal of courses: \* 'LS5512 Conveyancing and Land Registration', \* 'LS5522 Land Use and Planning Law', \* 'LS5527 Nature Conservation and Countryside Law', \* 'LS5528 Aboriginal Title and Customary Land Tenure Systems'.

#### **Plant & Soil Science**

Withdrawal of course: 'SS5006 Data Analysis & Project Planning'.

#### **Politics & International Relations**

Introduction of new programme in: \* 'International Security Studies' (MLitt/PgDip) [Closed programme. Only available to Greek MOD personnel]

Introduction of new level 5 postgraduate courses: 'International Organisations and the Use of Force', \* 'Global Terrorism' [closed course], \* 'International Peacekeeping and Conflict Resolution' [closed course], \* 'South Eastern European Security' [closed course], \* 'Post-Soviet European Security Order' [closed course]

Withdrawal of course: 'PI5002 Defence Management'.

## **Zoology**

Withdrawal of course: 'ZO5001 Ythan Estuary Team Project'.

## **Scottish Agricultural College**

Introduction of new level 5 postgraduate courses: \* 'Financial Management', \* 'Project', \* 'Farm System Planning & Control', \* 'Agribusiness Management', \* 'Agriculture, the Environment & Rural Development', \* 'Consumer Studies', \* 'International Marketing', 'Operations & Supply Chain Management', \* 'Planning & Appraisal for Aqua-culture Technology', \* 'Analysis & Monitoring for Aqua-culture Businesses', \* 'Environmental, Legislative & Market Issues in Aqua-culture Development', \* 'Dissertation', \* 'Personal & Managerial Skills Development', \* 'Economics for Business', \* 'Marketing for Business'.

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Withdrawal of courses: 'Agriculture & Food Marketing & Policy', 'Computing', 'Economics for Business', 'MLC Marketing Business Game', 'Outdoor Management Training', 'Market Forecasting', 'Agri-Business Case Study 1', 'Agri-Business Case Study 2', 'Banking Case Study', 'Business Law', 'Computers in Business Management', 'Diversification Case Study', 'Examined Farm Business Case Study', 'Food Industry & Retail Management', 'Management Theory & Retail Management', 'Project', 'Study Tour to Europe', 'Taxation', 'Food Markets & Policy', 'Business Accounts & Analysis', 'Business & Financial Management for Marketing', 'Marketing Research', 'Quantitative Business Techniques', 'International Marketing', 'Food Business Case Study', 'International Food Business Study Tour', 'Operations Management', 'Human Resource Management', 'International Consumer Studies', 'Quality Assurance in the Food Chain', 'Business Analysis & Planning in Fish Farming 1', 'Business Analysis & Planning in Fish Farming 2', 'Final Fish Farm Business Case Study'.

## **2. Revalidation of Programmes**

The Senate is invited to note that the Academic Standards Committees, where appropriate on the recommendation of the relevant Undergraduate Programme Committees, have revalidated the under-noted degree programmes:

### **Faculty of Education**

B Ed with Honours (Primary).

### **Department of Engineering**

\*Project Management (MSc/PgDip/PgCert).

### **Centre for Advanced Studies in Nursing**

MSc/PgDip/PgCert in Nursing, Midwifery, Health Care.

### **Department of Sociology & Anthropology**

MA in Sociology (Single Honours, Joint Honours and Designated).

### **Scottish Agricultural College**

Agri-Business Management (MSc/PgDip), [title change from Farm Business Organisation & Management].

Food Business Management (MSc/PgDip) [title change from International Food Marketing & Business Management].