

UNIVERSITY OF ABERDEEN

SENATUS ACADEMICUS

Minutes of the meeting held on 13 June 2001

Present: Principal, Professors Macdonald, AR Forrester, Logan, Houlihan and Sewel, Dr JG Roberts, Professors Cameron, Johnstone, Thomson, Urwin, Baker, Racey, Jordan, Flin, Rodger, Saunders, Torrance, Mitchell, Simpson and Salmon, Dr GJA Burgess, Dr MT Dalgarno, Dr N Dower, Dr B Fennell, Dr JRW Hunter, Dr GM Walkden, Dr L Foley, Mr G Pryor, Dr ES Gray, Dr D Heddle, Dr G Hesketh, Dr H Hotson, Dr J King, Dr PR Kinnear, Dr JM Liversidge, Dr WD McCausland, Ms DW McKenzie Skene, Dr MR Masson, Mr LE Moffat, Dr AJ Mordue, Dr LJ Philip, Mr SC Styles, Mr S Varwell and Mr C Buchanan with Mr M Torrance in attendance

Apologies for absence were received from Professors Sloane, Lyall, Mordue, JV Forrester, MacGregor, Bruce, Helms, Ritchie, Sharp, Rees, Little, Hukins, Killham, Bryden, Graham, Lomax, Gilbert, Alexander, Davidson, Ingram, Swanson and Mather, Dr H Galley, Dr CT Imrie, Dr AW Laing, Dr WF Long, Dr DJ Lurie, Mrs ML Ross and Dr A Venneri

APPROVAL OF MINUTES

423. The minutes of the meeting of 2 May 2001 were approved.

STATEMENT BY PRINCIPAL

424.1 The Principal opened his statement by extending the University's huge appreciation to staff for their efforts during the academic year. In spite of financial pressures, there had been many achievements. And the University was on course to meet its budgetary target, provided that there was no unplanned spending during the remainder of the financial year.

424.2 The number of undergraduate applications for entry in 2001 was encouraging and reflected the University's pro-active approach to reverse recent trends. However, it was essential that the tremendous work of all those involved in recruitment and marketing should continue over the summer, to ensure a successful conversion rate of applicants to registered students.

424.3 The position was less favourable in regard to postgraduate student numbers. Graduate students were a vital part of any University community, from an intellectual as well as a financial perspective, and it was essential that staff made every effort to attract greater numbers of both postgraduate taught and research students. As part of addressing this issue, Deans would be considering various structures for the organisation and training of postgraduate students, to include the possibility of establishing graduate schools: details would be brought to the Senate in due course.

424.4 The Principal invited Professor Forrester to update the Senate on the outcome of the University's applications for research development grants, a SHEFC initiative to boost collaboration between institutions and to promote research that benefitted Scottish society. Professor Forrester reported that the University had been particularly successful. In addition to the bid in which the University was the lead institution, it was a partner in three other awards. Overall, the University had been awarded 17.5% of the total funds being made available to Scottish institutions: this amounted to approximately £1.4M out of a total of £8M and was an excellent achievement. The Principal expressed his congratulations to all those involved in this initiative.

424.5 In closing his statement, the Principal informed the Senate that Professors Macdonald, Forrester, Cameron, Johnstone and Russell would be retiring in the coming months. All had made an extraordinary contribution to the University during their tenure and the Principal extended his thanks to these senior colleagues and his good wishes for the future.

DRAFT INSTITUTIONAL STRATEGIC PLAN 2001-2005

425.1 Professor Macdonald introduced the draft Strategic Plan (copy filed with the principal copy of the Minute), which had been considered by the University Management Group and the Joint Planning, Finance & Estates Committee. He indicated that, following comment by the Senate, the draft Plan would be submitted to the University Court, with technical appendices relating to student number forecasts and financial forecasts. Although the Plan, following ministerial directions, emphasised the University's wider access strategies, it had also been agreed that the University's Wider Participation Strategy Statement, which had been prepared at the request of the Funding Council and which was included on the Senate agenda for approval, would be appended to the Strategic Plan. Professor Macdonald also expressed his appreciation to the staff of the Court and Planning Office, who had been heavily involved in drafting these documents, and others elsewhere on the agenda.

425.2 In responding to comments, the following points were noted:-

- i. Professor Macdonald expressed surprise at a comment that the Plan lacked reference to the importance of staff. Paragraphs 2.4 and 2.5 of the section on Environmental and Strategic Analysis made specific reference to human resource issues and to the support available to staff in their development. And paragraph 4.7 of the section on Strategic Vision and Institutional Objectives set out the University's intentions in regard to enhancing the professionalism of the University's staff, with specific actions being identified for 2001-02. Nevertheless, Professor Macdonald invited Senators to submit specific suggestions on staff issues.
- ii. The JIF-funded Deep Sea Ocean laboratory was nearing completion and ownership was expected to be transferred to the University on or soon after 29 June 2001.
- iii. The actions in regard to Research Excellence and Commercialisation would be amended to indicate setting a target of forming four new companies in 2001-02.

- iv. The President of the Students' Association was invited to send a general statement to Professor Macdonald concerning the contribution of the Students' Association, particularly in regard to retention issues.

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425.3 In approving the draft Institutional Strategic Plan, for its part, the Senate authorised Professor Macdonald to make amendments in light of discussion at the meeting and following receipt of any written submissions by Senators prior to circulation to the University Court.

REVIEW OF THE DIRECTORATE OF INFORMATION

SYSTEMS AND SERVICES

426.1 The Principal reminded the Senate that the Review of DISS was a consequence of concerns expressed at the Senate in October 2000. A Review Group had been established to consider the needs of the University community, the resources available to meet those needs, and the communications between DISS and the community. The Group was convened by the Senior Vice-Principal and comprised academic staff nominated by the Deans and representatives from the Students' Association and the Administration. The Review Group's Report had been considered by the Library Users Committee, the Information Systems Users Committee and the Information Management Committee. The Report, together with the views of the Senate, would then be considered by senior management.

426.2 In introducing the Report (copy filed with the principal copy of the Minute), Professor Macdonald drew attention to two significant outcomes. Firstly, the Review had established a range of facts that, hitherto, had not been apparent: these confirmed that the Library materials budget had been protected in recent years by achieving economies in other areas of the overall DISS budget. Secondly, the Review had indicated that there was little scope for further savings without a substantial loss of service.

426.3 Professor Macdonald drew attention to five major areas covered by the Report:-

- i. that guidelines for Library materials expenditure budgets should be considered, as a possible way of assessing appropriate resource requirements and as a basis for a more stable long-term strategy;
- ii. that a series of recommendations had been made to achieve better value for money in C&IT;
- iii. that the Review Group had commissioned a paper to provide a platform for DISS in establishing a central C&IT strategy that could also cater for the alternative requirements of specific Departments;
- iv. that service level agreements might be appropriate in certain areas, as part of planning an integrated service to reflect the varying requirements of Faculties;
- v. that communication be improved and that mechanisms be implemented to ensure that joint planning took place between DISS and Faculties.

426.4 Professor Macdonald commended the Report to Senate and invited comments, the principal points of record of which were as follows:-

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- i. that in regard to the recommendation that Faculties review critically the use of Departmental C&IT staff and assess whether a Faculty-based team, or a team located within DISS, may provide better value for money, it was recognised that this should not be interpreted as referring to those staff who currently provided specific technical support to the Department of Computing Science;
- ii. that the recommendations relating to the percentage of teaching and research income in regard to Library materials expenditure and Library service levels were only guidelines: the figures were for the guidance of senior management in deciding how to take forward the Review, and were not intended to suggest that the associated levels of funding should be ring-fenced for these purposes;
- iii. that the recommendation relating to direct charges being made on a cost recovery basis for certain services might be counter-productive in that staff might spend more time to solve particular problems themselves rather than buying the services of DISS;
- iv. that consideration be given to the title of "Acting Manager Library Division" being changed to "Librarian and Library Services Manager".

426.5 In closing the discussion, the Principal emphasised the importance of the Review Report and encouraged members to submit comments in writing to the Senior Vice-Principal before the Report was considered by the senior management.

REPORT FROM THE UNIVERSITY COURT

The Senate noted the following actions taken by the University Court at its meeting of 15 May 2001:-

1. Appointment of Deans

427. The Court approved the appointment of Professor IR Torrance and Professor AA Rodger as Dean of the Faculty of Arts & Divinity and Dean of the Faculty of Science & Engineering, respectively, for three years with effect from 1 August 2001.

2. Faculty of Arts & Divinity – Heads of School

428.1 The Court noted that, as part of the restructuring process within the Faculty of Arts & Divinity, the Principal had confirmed the following appointments:-

Professor John Dunkley, Head of School, School of Modern Languages

Dr Barbara Fennell, Head of School, School of English & Film Studies

Professor Gordon Graham, Head of School, School of Philosophy & Cultural History

Professor Jane Ohlmeyer, Head of School, School of History & History of Art

428.2 The appointments would be effective from 1 August 2001 for a period of three years.

3. *Resolution No. of 2001*

[Changes in Regulations for Various Degrees]

429. The Court approved the above Resolution.

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4. *Degree Regulations*

430. The Court approved the recommendations from the Senate of 2 May 2001.

REPORT FROM THE JOINT PLANNING, FINANCE & ESTATES COMMITTEE

431. The Senate noted that the Joint Planning, Finance & Estates Committee, at its meeting of 6 June 2001, had noted the Undergraduate Admissions Statistics as at 28 May 2001. In regard to "home" applications, 1,956 firm acceptances of offers had been received, approximately 400 short of the target of 2,377. It was expected that around 100 of the 686 who had not yet replied to the University's offer would firmly accept the offer, resulting in approximately 300 applicants to be recruited through Clearing. Firm acceptances had increased by over 300 compared with the equivalent date in 2000. In regard to "overseas" admissions, 180 firm acceptances of offers had been received, which was double the University's target.

REPORT FROM THE UNIVERSITY COMMITTEE ON TEACHING AND LEARNING

432. The Senate approved a recommendation of the University Committee on Teaching and Learning, from its meeting of 25 May 2001, that the previously-agreed policy statement on Communication and Information Technology Skills be revised (copy filed with the principal copy of the Minute).

UNIVERSITY COMMITTEE FOR RESEARCH & COMMERCIALISATION

433. In approving, for its part, a recommendation that the remit and composition of the University Research Committee be revised and that the Committee be renamed the University Committee for Research & Commercialisation (copy filed with the principal copy of the Minute), the Senate noted that the Students' Association's Postgraduate Area of Study Convener would be asked to serve on relevant sub-groups established by the Committee e.g. in regard to research student training.

APPOINTMENT TO STANDING COMMITTEES

434. 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 2001-2002, as under:-

A: Committees of the Senate

1. Honorary Degrees Committee

Principal, Senior Vice-Principal, Professors Graham, F Watson, Petrie, Thomson, Gane, Lee, Hukins and Gilbert, with the Deans in attendance.

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2. Student Disciplinary Committee Panel

Staff Members

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

Student Members

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

B: Joint Committees (Senate Representatives)

1. Chapel Committee

Professor Torrance.

2. Committee on Biological Services Units

The Deans of the Faculties of Medicine & Medical Sciences and of Science & Engineering, Professors Lomax, Matthews 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 (Professor Graham and one other to be elected).

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. Research Committee

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

In attendance: The Deans of the Faculties.

7. Staffing and Development Committee

The Deans of the Faculties.

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8. Student Affairs Committee

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

9. 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 Mr A W Gray), the Convener of the Academic Standards Committee (Postgraduate), the Director of the Student Recruitment and Admissions Service, 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 Manager, KEY Learning Opportunities.

10. 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 SA (or alternate) and one other student member.

C: Committees of the Court with Senate Members

1. Staff Disciplinary Tribunal Panel

Professors Chandler, Fraser, Evans-Jones, Harrison, MacGregor, Ohlmeyer, Pennington and Thomson.

2. Staff Grading and Promotions Committee

The Deans of the Faculties.

3. Staff Grievance Committee Panel

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

MEMBERSHIP OF ACADEMIC STANDARDS COMMITTEES AND UNDERGRADUATE PROGRAMME COMMITTEES

435. The Senate approved the nominations by the relevant Deans of the following to serve on Academic Standards Committees and Undergraduate Programme Committees, from 1 October 2001 until the dates indicated below:-

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

Dr C Wright (until 30.09.04)

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Academic Standards Committee (Science, Engineering and Medicine)

Dr P Fraser (until 30.09.04)

Dr T Stuchbury (until 30.09.04)

Dr MJ MacLeod (until 30.09.04)

Academic Standards Committee (Postgraduate)

Professor FB Watson (re-appointed until 30.09.04)

Dr H Lardy (until 30.09.04)

Undergraduate Programme Committee (Arts & Social Sciences)

Dr D Duff (until 30.09.04)

Dr C Wilcock (until 30.09.04)

Undergraduate Programme Committee (Divinity)

Dr A Clarke (as Convener, from 01.08.01 until 30.09.04)

Undergraduate Programme Committee (Law)

Mr J Chalmers (until 30.09.04)

Ms A-M Slater (until 30.09.04)

Undergraduate Programme Committee (Science)

Dr N Dower (until 30.09.04)

Dr M Masson (until 30.09.04)

Dr K Shennan (until 30.09.04)

Dr I Stewart (until 30.09.04)

Undergraduate Programme Committee (Medicine)

Professor LD Ritchie (re-appointed as Convener until 30.09.02)

ELECTION OF A SENATE ASSESSOR TO THE JOINT PLANNING, FINANCE & ESTATES COMMITTEE

436. The Senate approved the following timetable for the Election of a Senate Assessor to the Joint Planning, Finance & Estates Committee (JPFEC) from among the Senate Assessors to the University Court, for the duration of their assessorship to the Court, to fill the vacancy created by Professor Torrance's forthcoming appointment as Dean of the Faculty of Arts & Divinity which would result in him becoming a member of the JPFEC *ex officio*:-

Friday 28 September 2001 Issue of Voting Papers to all electors

Wednesday 10 October 2001 at 5.00 p.m. Last date for receipt of Voting Papers by the Secretary

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PARTNERSHIP AGREEMENT WITH BANFF & BUCHAN COLLEGE

437. The Senate approved, for its part, a proposed Partnership Agreement with Banff & Buchan College in regard to the specification of articulation routes by which HNC and HND students could be admitted to the University's degree programmes, with advanced standing where applicable, subject to the replacement of "use of the University Union" with "membership of the Students' Association" in paragraph 3.1. The specifications in Appendix 2 of the Agreement had been approved in principle by the Student Recruitment and Admissions Committee, subject to minor amendment following further discussion with the University's Admissions Selectors and with Banff & Buchan College. The final specifications would, in all cases, be approved by the Student Recruitment and Admissions Committee (copy filed with the principal copy of the Minute).

WIDER PARTICIPATION STRATEGY STATEMENT

438. The Senate approved, for its part, a draft Wider Participation Strategy Statement that had been prepared by the University's Wider Access Strategy Team (copy filed with the principal copy of the Minute). The Statement had been considered by the University Committee on Teaching and Learning and the University Management Group, and would be forwarded to the University Court for approval prior to submission to SHEFC in June.

REPRESENTATION ON COWDRAY HALL COMMITTEE

439. The Senate approved the nomination of Professor LG Graham, Dr I Russell and Dr RB Williams as the University's representatives on the Cowdray Hall Committee, a City Council committee that was responsible for the management of the Cowdray Hall.

REPORT FROM THE ACADEMIC STANDARDS COMMITTEES

1. New and Discontinued Courses and Programmes

440. The Senate noted that the Committees, on the recommendations of the relevant Faculties, had approved changes to the list of courses and programmes available as under:-

Agriculture and Forestry

Introduction of new and amended level 3 and 4 courses 'Animal Health' (replacing AG3809), 'Animal Welfare' (replacing AG3809), 'Rural Project Planning' (replacing AG3502), 'Reproduction and Breeding' (replacing AG4301).

Introduction of a new Designated Degree and Honours B Sc programme 'Forestry & Business Management'.

Withdrawal of the level 5 courses AG5011, AG5013, AG5014, AG5018, AG5022, AG5301, AG5306, AG5501, AG5505, AG5507, AG5509, AG5511, AG5512, AG5513, AG5801, AG5802.

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Introduction of new M Sc/Postgraduate Diploma Programme 'Animal Reproduction & Nutrition' (replacing the existing programmes in Animal Nutrition, Animal Production and Pig Production).

Introduction of new M Sc/Postgraduate Diploma Programme 'Mammalian Reproduction and Fertility' (replacing the existing programme in Reproductive Biology).

Withdrawal of the M Sc/Postgraduate Diploma programme 'Agricultural Economics'.

BioMedical Sciences

Withdrawal of the course BM3802, and of the generic Designated Degree and Honours programmes for the degree of B Sc BioMed Sci.

Introduction of a distance-learning programme for the M Sc/Postgraduate Diploma in Sports Nutrition.

Introduction of new level 5 distance-learning courses: 'Introduction to Human Nutrition & Metabolism', 'Fundamentals of Exercise Physiology', 'Foundations of Sports Nutrition', 'Practical Sports Nutrition', 'M Sc Dissertation in Sports Physiology (Distance Learning)', 'Postgraduate Diploma Dissertation in Sports Physiology (Distance Learning)'.

Computing Science

Introduction of a new M Sc/Postgraduate Diploma/Postgraduate Certificate programme 'Electronic Commerce Technology'.

Introduction of new level 5 courses: 'Introduction to Electronic Commerce',

'Technologies for the WWW: Fundamentals', 'Technologies for the WWW: Advanced', 'Digital Publishing and Digital Libraries', 'Enterprise Programming', 'Security and Privacy', 'Strategies for E-Commerce', 'Business Relationship Management', 'Intelligent Architecture for E-Commerce', 'E-Business Workshop', 'M Sc Project in E-Commerce Technology'.

Cultural History

Introduction of new level 4 course 'Cultural History of Medicine'.

Divinity and Religious Studies/Philosophy

Introduction of new Joint Honours MA Programme 'Divinity-Philosophy'.

Economics

Re-designation (from 2001/2) of the existing Economic Science and Political Economy degree programmes as 'Economics (Economic Science)' and 'Economics (Political Economy)', respectively.

English

Introduction of a new M Litt/Postgraduate Diploma programme 'Ethnology and Folklore'

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Introduction of new level 5 courses: 'History and Core Genres of Ethnology', 'Intellectual Backgrounds and Methodologies', 'Oral Traditions', 'Scottish Contexts and Practical Fieldwork', 'M Litt Dissertation (Ethnology and Folklore)'

Geography

Withdrawal of the courses GG3013 and GG4020.

Land Economy

Introduction of modified courses 'Introduction to Land Economy', 'Quantitative Studies 1 (Financial Mathematics)', 'Quantitative Studies 2 (Statistics)', 'Building Technology', 'Valuation 1', 'Valuation 2', 'Planning and Land Use Policy I', 'Planning and Land Use Policy II', 'Principles of Design & Development', 'Land Law'.

Management Studies

Re-designation of the M Sc Econ programme in Human Resources as 'Human Resource Management'.

Plant and Soil Science

Withdrawal of the course PL4804.

Sociology

Introduction of new level 1 course 'Introduction to Anthropology 2'.

Withdrawal of the course SO4505.

Introduction of new M Res/Postgraduate Diploma in Research Methods Programme 'Social Anthropology, Ethnology and Cultural History'.

Introduction of new level 5 course: 'Dissertation in Social Anthropology, Ethnology and Cultural History'.

Zoology

Introduction of new M Res/Postgraduate Diploma in Research Methods programme 'Marine and Fisheries Science'.

2. Re-validation of Degree Programmes

441. The Senate noted that the Academic Standards Committee (Arts & Social Sciences, Divinity and Law) had approved upon the recommendation of the Undergraduate Programme Committees (Arts & Social Sciences) and (Divinity) the revalidation of the degree and other programmes listed below, subject to the required amendments stated by the respective UPC being made:

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Arts & Social Sciences

MA with Honours in Economics (Economic Science)

MA with Honours in Economics (Political Economy)

MA with Joint Honours in Economics (Economic Science)

MA with Joint Honours in Economics (Political Economy)

Designated MA in Economics

Divinity

Degree of Bachelor of Divinity

Degree of Bachelor of Theology

Degree of Bachelor of Theology by Distance Learning

Licence in Theology

Certificate in Christian Studies

REPORT FROM THE INFORMATION MANAGEMENT COMMITTEE

442. The Senate noted that the Information Management Committee, at its meeting on 7 June 2001, had warmly welcomed the DISS Review Report as a basis for strategic planning for the Library [Minute 427 refers].

ELECTION OF SENATE ASSESSORS TO THE UNIVERSITY COURT

443. The Senate noted that Dr Nigel Dower and Professor Cairns Smith had been elected as Senate Assessors to the University Court for the period 1 October 2001 to 30 September 2005.

STUDENTS' ASSOCIATION : SABBATICAL ELECTIONS

444. The Senate noted that, in the Sabbatical Elections held on 26 April 2001, the following were elected to office within the Students' Association for the academic year 2001/02:-

President: Duncan Cockburn

Vice-President (Representation): Lyndsay Smith

Vice-President (Services): Duncan Stuart

Vice-President (Sport): Kim Atkinson

ELECTION OF READERS AND LECTURERS TO THE

SENATUS ACADEMICUS: EDUCATION CONSTITUENCY

445. The Senate noted that, following the decision of the Scottish Higher Education Funding Council to recommend the merger of Northern College with the Universities of Aberdeen and Dundee to the Scottish Executive, the Principal, acting on behalf of the Senate, had agreed the following timetable for the Election of Readers and Lecturers to the Senate under Ordinance No. 111 to represent the proposed new Faculty of Education, with the successful candidates becoming members of the Senate with effect from Vesting Day:-

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Friday 18 May 2001 Issue of Nomination Papers to all electors

Wednesday 30 May 2001 at 5.00 p.m. Last date for receipt of nominations by the Secretary

Friday 1 June 2001 Issue of Voting Papers to all electors

Wednesday 13 June 2001 at 5.00 p.m. Last date for receipt of Voting Papers by the Secretary

GRADUATION CEREMONIES: NOVEMBER 2001

446. The Senate noted that degrees would be conferred at the Graduation Ceremonies in November 2001 as follows:-

Friday 23 November at
3.00 p.m. Degrees in
Science, Divinity and
Medicine

Saturday 24 November at
11.00 a.m. Degrees in
Arts & Social Sciences,
Engineering and Law

GRADUATIONS *IN ABSENTIA*

447.1 The Senate received a list of those qualified to receive degrees and diplomas who had applied to have them conferred *in absentia* [Appendix VI : copy filed with the principal copy of the minutes].

447.2 The Senate conferred the degrees on, and awarded the diplomas and other qualifications to, the persons stated.

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