

**Minutes of Meeting:** HYMS Joint Senate Committee

**Date and Time:** Thursday 13 October 2011 at 10.00 am ending 11.30 am

**Venue:** Second Floor, Loxley Building, Hull and Ground Floor Meeting Room, York by Video Conference

**Part A: Unreserved Business**

Minutes: 11/23 - 11/46  
Part A: 11/23 - 11/37

Name	Membership Category	13 Oct 2011	19 Jan 2012	3 May 2013
Professor Glenn Burgess	Chair Four members appointed by the Senate of the University of Hull - PVC (Learning and Teaching)	✓		
Tim Ellis	Four members appointed by the Senate of the University of York - President of York Students' Union	Apologies		
Professor John Greenman	Four members appointed by the Senate of the University of Hull	Apologies		
Dr Steve Holland	Four members appointed by the Senate of the University of York	✓		
Professor Tony Kendrick	Dean of HYMS	✓		
Professor Peter McCollum	Four members appointed by the Senate of the University of Hull	Apologies		
Aidan Mersh	Four members appointed by the Senate of the University of Hull - President of Hull Students' Union	Absent		
Professor Gillian Parker	Four members appointed by the Senate of the University of York	✓		

Professor Trevor Sheldon	Four members appointed by the Senate of the University of York - Deputy Vice-Chancellor	✓		
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In attendance:

Stuart Gilkes  
Grace Dalley  
Dr Giles Davidson  
Kate Dodd

Secretary  
Deputy Secretary (Hull)  
Head of Administration (HYMS)  
Academic Registrar (York)

Apologies:  
Rosemary Royds

Manager, Student Administrative Services (York)

### Action

#### 11/23 Welcome

The Committee welcomed Grace Dalley to her first meeting.

#### ++11/24 Terms of Reference and Membership

It was noted that the Committee's representatives from Hull were from the Post Graduate Medical Institute once again and wider consideration might be given to other Faculties when appointments were made.

#### **RECOMMENDED TO SENATES OF YORK AND HULL:**

That the terms of reference and membership be approved (copy attached to the Official Record as Appendix I).

#### 11/25 Declarations

##### (a) Reserved Business

Items contained in Part B of the agenda were reserved items of business within the definition in Ordinance 31.

##### (b) Members' Interests

Members were invited to declare if they had any personal or pecuniary interest, direct or indirect, in any item on the agenda under Standing Orders. No declarations were made.

(c) Starred Items

No items on the agenda were unstarred.

**11/26 Minutes**

The minutes, Part A, of the meeting of the Committee held on 5 May 2011 were approved as a correct record and signed by the Chair after the following amendment was made:

Professor G Parker to be listed under apologies

**11/27 Matters Arising**

(a) Action Summary

The Action Summary was received.

(b) Minute 11/1: Analysis of issues of progression and ethnicity

It was noted that there was an ongoing overview of issues of progression and ethnicity in the Dean's report, under item 11/33.

(c) Minute 11/13: Review of HYMS Governance

**RESOLVED:**

The question of how research within HYMS should be governed is referred to the Governance Review.

**11/28 Chair's Unreserved Business**

(a) Regulations to govern PhD or MD by Publication

The Committee was joined by Dr S Elton, primary author of these Regulations, for minute 11/28.

A proposal for 'HYMS Regulations for PhD and MD by Published Work' was received.

It was noted that:

- (i) The definition of 'working at HYMS' (Section 1, (ii)) should be adjusted to improve clarity.
- (ii) Standards and criteria (Section 3, (ii)) should state, "Work in other languages should be presented in English."

- (iii) Typographical errors should be fixed.
- (iv) "Payment of the prescribed fees" (Section 7, (iii)) would reflect that fees are not set by the Committee.

Secretary  
/Dr S  
Elton/Chair

**RESOLVED:**

That, subject to these minor adjustments, the Regulations would be approved by Chair's Action.

**11/29 Chair's Action**

There were no Chair's Actions to report.

**++11/30 Programme of Work**

- (a) Programme of Work 2011-12

**RECOMMENDED TO THE SENATES OF YORK AND HULL:**

That the Programme of Work 2011-12 be approved with two additions to the meeting scheduled in January:

- (i) Postgraduate Research Evaluation Survey
- (ii) Response to the National Student Survey

**11/31 Minutes of the HYMS Joint Learning and Teaching Committee held on 16 June 2011**

The Committee received the minutes of the HYMS Joint Learning and Teaching Committee held on 16 June 2011.

**11/32 Review of HYMS Governance**

It was reported that the Head of Administration had invited the Registrars of Hull and York to a meeting in November, ahead of HYMS Joint Management Board in anticipated resolution of the Governance Review.

Head of  
Administra-  
tion (HYMS)

**11/33 Report from the Dean of HYMS**

The Committee considered the Dean's report and thanked him for its contents.

**11/34 Annual report on new legislation 2010/11**

The Committee noted the Annual report on New Legislation 2010/11.

**11/35 Date of next meeting**

Members were asked to note that the next meeting would be held on Thursday 19 January 2012 at 2.00 pm.

**11/36 Any Other Unreserved Business**

There was no other Unreserved Business.

**11/37 Dates of Meetings**

- (i) Thursday 19 January 2012, 2.00 pm, Hull: First Floor, Loxley Building; York: Main Meeting Room
- (ii) Thursday 3 May 2012, 10.00 am, Hull: First Floor, Loxley Building; York: Main Meeting Room

Signature of Chair \_\_\_\_\_

Date of signature \_\_\_\_\_

These minutes are available in alternative formats on request from Committee Section.

SG/VB