

Minutes of Meeting: HYMS Joint Senate Committee

Date and Time: Thursday 7 June 2012 at 2.00 pm ending 4.00 pm

Venue: First Floor, Loxley Building, Hull and Main Meeting Room,
York by Video Conference

Part A: Unreserved Business

Minutes: 12/21 - 12/34
Part A: 12/21 - 12/42

Name	Membership Category	13 Oct 2011	19 Jan 2012	7 June 2012
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	Vice: Karin Diaconu	✓
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	✓	Apologies	✓
Professor Tony Kendrick	Dean of HYMS	✓	✓	✓
Professor Peter McCollum	Four members appointed by the Senate of the University of Hull	Apologies	✓	Apologies
Aidan Mersh	Four members appointed by the Senate of the University of Hull - President of Hull Students' Union	Absent	✓	Absent
Professor Gillian Parker	Four members appointed by the Senate of the University of York	✓	Apologies	✓

Professor John Robinson	Four members appointed by the Senate of the University of York - Deputy Vice-Chancellor			✓
Professor Trevor Sheldon	Four members appointed by the Senate of the University of York - Deputy Vice-Chancellor	✓	Apologies	

In attendance:

Stuart Gilkes
Grace Dalley (Apologies)
Dr Giles Davidson
Kate Dodd (Apologies)
Magid Mah (Apologies)
Rosemary Royds

Secretary
Deputy Secretary (Hull)
Head of Administration (HYMS)
Academic Registrar (York)
President-elect, Hull Students' Union
Manager, Student Administrative Services (York)

Action

12/21 Welcome

Professor John Robinson was welcomed to his first meeting.

12/22 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.

(c) Starred Items

No items on the agenda were unstarred. Items 12/24, 12/27, 12/36, 12/37 and 12/40 were additionally starred.

12/23 Minutes

The minutes, Part A, of the meeting of the Committee held on 19 January 2012 were approved as a correct record and signed by the Chair with one correction, to acknowledge the date of the final meeting as 7 June 2012.

12/24 Matters Arising

(a) Action Summary

The Action Summary was received. All items were acknowledged as closed or as part of the main agenda.

12/25 Chair's Unreserved Business

(a) Proposed Code of Practice on Academic and Fitness to Practice appeals

The Committee considered a revised draft of the Code of Practice on Academic and Fitness to Practice Appeals.

RESOLVED:

That a further version be circulated among the membership after revision by the Head of Administration and be approved shortly thereafter by Chair's Action, for implementation starting in the 2012-2013 academic year.

**Head of
Admin-
istration /
Secreta-
ry**

12/26 Chair's Action

(b) HYMS Regulations and Codes of Practice

The Committee received confirmation that changes required at the previous meeting had been actioned.

(copy attached to the Official Record as Appendix I)

12/27 HYMS Joint Learning and Teaching Committee

(a) Minutes (Part A) of the HYMS Joint Learning and Teaching Committee meeting held on 27 April 2012

The Committee received the minutes (Part A) of the HYMS Joint Learning and Teaching Committee held on 27 April 2012.

12/28 HYMS Governance Review

The Committee received an overview of the proposed schedule for completing the HYMS Governance Review.

The Committee received the proposed Terms of Reference and membership of the HYMS Joint Senate Committee as considered by the Governance Review. It was noted this was likely to reduce the aggregate workloads of the HYMS Joint Senate and HYMS Joint Learning and Teaching Committees with some increase in workload for HYMS Joint Senate Committee further to the proposed dissolution of HYMS Joint Learning and Teaching Committee. The ongoing support and rigour supplied by HYMS Board of Studies was also noted.

12/29 Review of the Programme of Work

The Committee considered a report on the programme of work it had resolved to complete at its first meeting and noted the completion of all it had set out to achieve.

12/30 Report from the Dean of HYMS

The Committee considered a report from the Dean.

The following points were reported:

- (i) staffing levels had increased with a number of new appointments and one departure
- (ii) the ongoing transfer of some staff from the Postgraduate Medical Institute to HYMS
- (iii) ongoing changes to the portfolio of taught programmes, including the first enrolments to MSc Human Evolution in September 2012 and the possibility of other new programmes
- (iv) weekly attendance recording required by the UKBA under Tier 4 rules
- (v) new research grants exceeding £1.1 million
- (vi) refurbishment of the estate in Hull
- (vii) the Athena Swan application and Staff Survey Action Plan
- (viii) the 10th anniversary of HYMS' inauguration (in 2013), market survey and consideration of both its values and brand.

12/31 Proposal for an Educational Development Centre

The Committee considered a report on HYMS proposal for an Education Development Centre.

It was noted that HYMS Joint Senate Committee supported the proposal from the Dean and that the Committee was not the final arbiter empowered to authorise a new Centre.

It was reported that no new resources were sought and that the vision for the Centre reached beyond HYMS as a Centre of Excellence for in learning, teaching and research.

RESOLVED:

That the proposal be revised and forwarded to relevant Committees and Senior Management Groups of the Universities further to some adjustment of the case.

Dean

12/32 Valediction

The Committee thanked its retiring members, Aidan Merish and Tim Ellis, for their participation.

12/33 Any Other Unreserved Business

(a) Chair of HYMS Board of Studies

It was reported that Dr David Pearson would assume the Chair of HYMS Board of Studies, succeeding the Dean, and that Dr Pearson would cease to Chair Boards of Examiners and other Committees reporting to HYMS Board of Studies. Necessary revisions to Regulations and Codes of Practice would be made.

Head of Administration

12/34 Dates of meetings 2012/13

Thursday 11 October 2012 at 10.00 am
Thursday 17 January 2013 at 2.00 pm
Thursday 2 May 2013 at 10.00 am

Attachments to Part A: Unreserved Business

Minute	Paper	Circulation
12/26 Appendix I	Chair's Action - HYMS Regulations and Codes of Practice	OR

Signature of Chair _____

Date of signature _____

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

SG/VB