

Freedom of Information Act Disclosure Log 2012

Date Received	Newman Ref	Information Requested	Response to Request																																																
06 January 2012	FOI/12/01	<p>1. The numbers of students at your institution who have suffered from episodes of mental illness during their time at university?</p> <p>2. A breakdown of mental illnesses suffered and the numbers of the students. For example, depression, stress/anxiety, bi-polar disorder etc..?</p> <p>3. What support network is in place for</p>	<p>1. We do not keep statistics with regard to the number of students who experienced episodes of mental illness during their time at university. During the years requested, the following numbers of students disclosed that they had a mental health issue:</p> <table border="1" data-bbox="1133 352 2096 1066"> <thead> <tr> <th></th> <th>2008-09</th> <th>2009-10</th> <th>2010-11</th> </tr> </thead> <tbody> <tr> <td>No's disclosing Mental Health issues. This is not necessarily the same as those experiencing an episode(s) of mental illness.</td> <td>19</td> <td>28</td> <td>38</td> </tr> <tr> <td>Depression</td> <td>7</td> <td>11</td> <td>25</td> </tr> <tr> <td>Anxiety</td> <td>1</td> <td>2</td> <td>2</td> </tr> <tr> <td>Bi Polar</td> <td>1</td> <td>2</td> <td>2</td> </tr> <tr> <td>Schizophrenia/Psychosis</td> <td></td> <td></td> <td></td> </tr> <tr> <td>OCD</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>Eating disorder</td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Personality Disorder</td> <td></td> <td></td> <td></td> </tr> <tr> <td>More than one</td> <td>2</td> <td>3</td> <td>3</td> </tr> <tr> <td>Just down as MH</td> <td>2</td> <td>8</td> <td>3</td> </tr> <tr> <td>Not known</td> <td>5</td> <td></td> <td></td> </tr> </tbody> </table> <p>Of these not all will have actually had an episode/episodes of mental illness or accessed the Student Support Service. We do not keep records on specific episodes and some students may have suspended or withdrawn as a result of mental illness without necessarily informing us of the reason.</p> <p>2. Please see table above, again, we are not able to supply a complete breakdown by condition, because some students just declare within the category of mental health and unless they come forward for support we won't always have a break down by actual condition.</p> <p>3. Support includes:</p> <ul style="list-style-type: none"> Encouraging students to access their GP and local mental health services 		2008-09	2009-10	2010-11	No's disclosing Mental Health issues. This is not necessarily the same as those experiencing an episode(s) of mental illness.	19	28	38	Depression	7	11	25	Anxiety	1	2	2	Bi Polar	1	2	2	Schizophrenia/Psychosis				OCD	1	1	2	Eating disorder			1	Personality Disorder				More than one	2	3	3	Just down as MH	2	8	3	Not known	5		
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		<p>students suffering from mental illnesses in your institution?</p> <p>4. What is the number of counsellors you currently have or employ, who are trained to deal with students who are mentally ill?</p>	<ul style="list-style-type: none"> • All students have access to a BACP registered counsellor, subject to self referral and availability • If they are willing to apply for disabled students allowance they will often be allocated a specialist mentor with an appropriate background in mental health services and solution focused counselling. • Disability Services support students with mental health issues • Chaplaincy services also available to all students. • Pastoral group set up in 2010/11 to take a more co-ordinated approach to welfare issues. <p>4. One part time counsellor for 8 hours a week, which is approx 0.2 FTE. BACP trained. If students appear to be seriously mentally ill she will refer them to their GP and occasionally contact their GP.</p>
6 January 2012	FOI/12/02	<p>1. The numbers of students who have committed suicide and/or attempted suicide while studying for their degree? The death or attempted suicide can either be while at university or off campus e.g. when the student has gone away for the day during term-time or home for the holidays or weekend.</p> <p>2. The number of students who have stated that problems directly related to the course they are on contributed to a change in mental state which led them directly to attempt suicide?</p> <p>3. Please could you tell me how your procedure for dealing with such cases has changed, developed or evolved?</p>	<p>1. We do not keep statistics on this issue, but we are aware that during 2009-10, two students attempted suicide.</p> <p>2. Of the two students we are aware of, one student stated that their attempted suicide was related to the course. Once this issue was remedied, the student stopped feeling suicidal.</p> <p>3. Since these cases, we have formed a Pastoral Support Group which would help to ensure that issues are responded to, and/or referred, appropriately and effectively, in line with individual capabilities and established relationships, and provide peer support through regular meetings of the Group. We are also in the process of introducing a Fitness to Study policy that specifically details the actions that will be taken by the institution in response to those instances where signs of ill-health are having a serious impact on the functioning of individual students, as well as the well-being of others.</p>

		<p>4. Please could you tell me the number of counsellors you currently have or employ, who are trained to deal with medium to high risk cases of vulnerable students who may have contemplated suicide?</p>	<p>4. One part time counsellor for 8 hours a week, which is approx 0.2 FTE. BACP trained. If students appear to be seriously mentally ill she will refer them to their GP and occasionally contact their GP.</p>																				
9 January 2012	FOI/12/03	<p>1. Including budgets held by line managers, how much is the total allocated to staff development for support staff for this academic year?</p> <p>2. How is the above money being spent this year? Please give a list of staff development opportunities/courses being funded.</p> <p>3. How is the amount of money to be made available for staff development (academic and support staff) calculated and by whom?</p> <p>4. Can we have the figures for staff development funds (academic and support staff) available in the years 2008-09, 2009-10 and 2010-11</p>	<p>1. The total allocated to staff development for support staff is approximately £25,200. In addition to this, £15,000 is allocated to corporate staff training which is for training which may be relevant to all members of staff. A further £6,000 for Health & Safety training for H&S staff and other members of staff is not included but has been allocated for this academic year.</p> <p>2. The following courses/staff development courses have been funded or are planned to run this academic year: Anaphylaxis First Aid, Manual handling, Working at height, Food hygiene, Managing conflict and aggression, Risk assessment, Mentoring, First Aid, Appraisal, Equality & Diversity, Recruitment & Selection, Minibus driving, Well-being/mental health, Induction. Staff development which is being funded through budgets held by line managers is more likely to be role-specific training or for attendance at relevant conferences, for example.</p> <p>3. Funds for staff development are distributed four ways by Directorate to: Learning Development Unit, Human Resources, the Schools, and Professional & Support staff.</p> <p>4. For full details please see the attached spreadsheet. In summary:</p> <table border="1" data-bbox="1196 1042 2033 1442"> <thead> <tr> <th></th> <th>Academic Staff:</th> <th>Number of Academic Staff</th> <th>Support Staff:</th> <th>Number of Support Staff</th> </tr> </thead> <tbody> <tr> <td>2008 – 09:</td> <td>£68,700</td> <td>146</td> <td>£55,680</td> <td>163</td> </tr> <tr> <td>2009 – 10:</td> <td>£48,892</td> <td>145</td> <td>£49,000</td> <td>185</td> </tr> <tr> <td>2010 – 11:</td> <td>£42,950</td> <td>139</td> <td>£44,256</td> <td>179</td> </tr> </tbody> </table>		Academic Staff:	Number of Academic Staff	Support Staff:	Number of Support Staff	2008 – 09:	£68,700	146	£55,680	163	2009 – 10:	£48,892	145	£49,000	185	2010 – 11:	£42,950	139	£44,256	179
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		<p>5. How many staff (broken down into academic and support staff) were employed by the University College in the academic years 2008-09, 2009-10, 2010-11 and 2011-12.</p>	<p>Please note that the above figures are approximate as some staff development may have been funded through miscellaneous budgets and we are not able to identify these. Library and disability support staff are classed as support staff even though the area falls under the Vice-Principal's line management.</p> <p>5. Please see the above table. Figures are taken from the annual HESA staff returns. As of 23rd January 2012, 138 academic staff and 176 support staff are employed at Newman University College.</p>																																																
<p>18 January 2012</p>	<p>FOI/12/04</p>	<p>1. For 2010/11 academic year:</p> <p>Total number of full-time, part-time and combined number of students Number and % gaining first Number and % gaining 2.1 Number and % gaining second Number and % gaining third or pass</p> <p>2. The number of applications received by the University College by the Jan 15 deadline for undergraduate degrees for the 2012 and 2011 intake.</p>	<p>1. See table below:</p> <p>2010/11 DEGREE CLASSIFICATIONS</p> <table border="1" data-bbox="1111 746 2087 1126"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Full-Time Students</th> <th colspan="2">Part-Time Students</th> <th colspan="2">Total Students</th> </tr> <tr> <th>Numbers</th> <th>%</th> <th>Numbers</th> <th>%</th> <th>Numbers</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>1st</td> <td>36</td> <td>7.3%</td> <td>5</td> <td>15.2%</td> <td>41</td> <td>7.8%</td> </tr> <tr> <td>2:1</td> <td>194</td> <td>39.6%</td> <td>15</td> <td>45.5%</td> <td>209</td> <td>40.0%</td> </tr> <tr> <td>2:2</td> <td>195</td> <td>39.8%</td> <td>12</td> <td>36.4%</td> <td>207</td> <td>39.6%</td> </tr> <tr> <td>3rd or Pass</td> <td>65</td> <td>13.3%</td> <td>1</td> <td>3.0%</td> <td>66</td> <td>12.6%</td> </tr> <tr> <td>Total First Degree Graduates</td> <td>490</td> <td></td> <td>33</td> <td></td> <td>523</td> <td></td> </tr> </tbody> </table> <p>2. This information is exempt under Section 21 of the Freedom of Information Act (FOIA), because the information is accessible to you, as it is already in the public domain. Please see the UCAS website for further information on applications received by Newman University College by 15th January deadline: http://www.ucas.ac.uk/about_us/media_enquiries/media_releases/2012/20120130_appdig</p>		Full-Time Students		Part-Time Students		Total Students		Numbers	%	Numbers	%	Numbers	%	1st	36	7.3%	5	15.2%	41	7.8%	2:1	194	39.6%	15	45.5%	209	40.0%	2:2	195	39.8%	12	36.4%	207	39.6%	3rd or Pass	65	13.3%	1	3.0%	66	12.6%	Total First Degree Graduates	490		33		523	
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<p>25 January 2012</p>	<p>FOI/12/05</p>	<ol style="list-style-type: none"> 1. Do you currently have a limit on the number of non-UK undergraduates you will accept each year? If so, please can you provide this limit? 2. Did you reach your limit for the number of non-UK undergraduates for the academic year 2011-2012? If not, how many did you accept? 3. What was the number of Indian nationality undergraduates you accepted for academic year 2011-2012? 4. What was the number of Chinese nationality undergraduates you accepted for academic year 2011-2012? 5. What was your marketing budget for acquiring UK nationality undergraduates for academic year 2011-2012? 6. What was your marketing budget for acquiring Indian nationality undergraduates for academic year 2011-2012? 7. What was your marketing budget for acquiring Chinese nationality undergraduates for academic year 2011-2012? <ol style="list-style-type: none"> 8. Do you have a team/department that is in charge of acquiring non-UK undergraduates? If so, can you provide a phone number and email address for this team/department? 	<ol style="list-style-type: none"> 1. No 2. N/A 3. Zero 4. Zero 5. Newman holds the information relating to questions 5, 6, and 7 but this is exempt under section 43 (2) of the Freedom of Information Act and is therefore being withheld. Section 43 of the Act sets out an exemption from the right to know if: <ul style="list-style-type: none"> • the information requested is a trade secret, or • release of the information is likely to prejudice the commercial interests of any person. (A person may be an individual, a company, the public authority itself or another legal entity.) <p>The requested information falls into the terms of the qualified exemption as disclosure of the information may give our competitors an advantage. Although we considered the public interest test with regard to the transparency of the use of public funds, disclosure of the information would give our competitors information about the size of our Marketing budgets and the markets to which they may or may not be targeted. Competitors could then use this information to increase their budgets or target their budgets to specific countries/markets accordingly. Having considered the public interest, Newman's decision is therefore to withhold the information.</p> 8. Yes – the International Team. You may contact Head of International, Rhian Dobbs at R.Dobbs@newman.ac.uk or telephone 0121 476 1181, ext 2557.
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26 January 2012	FOI/12/06	<ol style="list-style-type: none"> 1. How many employees are located at Newman University College? 2. Is there an on-site Fitness Centre at your site for staff and students to have use of? <ol style="list-style-type: none"> a) If so, how many members does the fitness centre have? b) Is the fitness centre internally or externally managed? c) Is the fitness centre open to the public? d) Is the fitness centre funded/subsidised? e) Is there a membership fee for the members? f) If so, how much is this for each type? g) Is the fitness centre externally managed? h) Is the fitness centre internally managed? i) If so, who in the building is in charge of this? And what are their contact details? 	<ol style="list-style-type: none"> 1. As of 23rd January 2012, 314 staff are employed at Newman University College. 2. Yes <ol style="list-style-type: none"> a) 151 members b) The fitness centre is internally managed c) Yes d) No – income covers expenditure e) Yes f) The information is exempt under Section 21 of the Freedom of Information Act (FOIA), because the information is accessible to you, as it is already in the public domain. Please see our website for further information on membership fees: http://www.newman.ac.uk/Sport/?pg=408 g) No h) Yes i) Alexander Powell, Sports Development and Facilities Manager runs the centre on a day-to-day basis. He can be contacted on 0121 483 2286 or by email: Alexander.powell@newman.ac.uk. For queries regarding the overall and strategic management of the fitness centre, please contact Dr Paul Ryan, MBA MCMi MILAM (dip) PhD, Head of Physical Education and Sports Studies on 0121 476 1181 (Ext. 2322) or email: P.Ryan@newman.ac.uk
26 January 2012	FOI/12/07	<ol style="list-style-type: none"> 1. A breakdown of the University's hardware maintenance and costs including a list of the models of the physical servers, storage devices, tape libraries, network switches and routers under support 	<ol style="list-style-type: none"> 1. None of our servers, storage devices, routers or network switches are under support contracts - the IT team support this equipment in-house. We do not currently use mag tape - or tape libraries.

		<p>contracts;</p> <ol style="list-style-type: none"> 2. The cost and duration of said contracts, with start and end dates and service level associated with the equipment. 3. The names of the suppliers of aforementioned support services. 4. Name of the person responsible for the maintenance support contracts. 	<ol style="list-style-type: none"> 2. N/A 3. N/A 4. N/A
13 February 2012	FOI/12/08	Information on environmental management and sustainability initiatives	<p>Parts of this response are available on the Green League website: http://peopleandplanet.org/green-league-2012/tables?ggl12profile=8807&test=65dd2c For a copy of the full data sent to the Green League, please contact the Information Officer.</p>
13 February 2012	FOI/12/09	Forename, Surname, Email Address and Job Title of the Board of Directors	<p>Most of the information is exempt under Section 21 of the Freedom of Information Act (FOIA), as it is already in the public domain: http://www.newman.ac.uk/info/?pg=473. The email addresses and job titles of the Staff Governors are available via our website: http://www.newman.ac.uk/staff_contacts/index.asp</p> <p>With regards to the email addresses and job titles held by other members of the Board of Governors, we believe this information is exempt under section 40 (personal information) of the Freedom of Information Act (FOIA), as the information constitutes third party data. We can confirm that the experience of Governors include those currently working in or with backgrounds in higher education, Catholic education/schools, law, company directorship, ministry, accountancy and consultancy services.</p>
13 February 2012	FOI/12/10	<p>Name, surname and email address of:</p> <ol style="list-style-type: none"> 1. The Director of HR 2. The Deputy Director of HR 3. The Head of IT 4. The IT Manager 5. The Helpdesk Manager 6. The Head of Communications / Marketing 	<ol style="list-style-type: none"> 1. The Director of HR – Giosi Birkett 2. The Deputy Director of HR - this post does not exist at Newman 3. The Head of IT – Tony Fellows is our Director of IT 4. The IT Manager – this post does not exist at Newman 5. The Helpdesk Manager – this post does not exist at Newman 6. The Head of Communications / Marketing – Chris Wormwell is our Head of Marketing 7. The Head of Procurement – this post does not exist at Newman

		1. The Head of Procurement	The email addresses of the above members of staff are exempt under Section 21 of the Freedom of Information Act (FOIA), because the information is accessible to you, as it is already in the public domain. Please find the email addresses via our website: http://www.newman.ac.uk/staff_contacts/index.asp																																																							
20 February 2012	FOI/12/11	<p>1. Please provide the number of staff (headcount) employed by the institution on a) 01/08/2010 and b) 01/08/2011</p> <p>2. Number of staff (headcount) employed on a) 01/08/2010 and b) 01/08/2011 who are i) Male, ii) Female, iii) Black Minority and ethnic staff and iv) Disabled</p> <p>3. For those staff made redundant between 01/08/2010 and 31/07/2011, please provide the number (headcount) taking a) compulsory redundancy, b) voluntary redundancy, c) voluntary early retirement</p> <p>4. Please provide the number of staff (headcount) made redundant between 01/08/2010 and 31/07/2011, within each of the following categories i) Senior Post Holders ii) Management iii) Support Staff and iv) Academic staff</p>	<p>1.</p> <table border="1" data-bbox="1088 347 2096 544"> <thead> <tr> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Senior Post Holders</td> <td>8</td> <td>9</td> </tr> <tr> <td>Management</td> <td>25</td> <td>23</td> </tr> <tr> <td>Support Staff</td> <td>154</td> <td>149</td> </tr> <tr> <td>Academic staff</td> <td>143</td> <td>137</td> </tr> <tr> <td>Total</td> <td>330</td> <td>318</td> </tr> </tbody> </table> <p>2.</p> <table border="1" data-bbox="1088 603 2096 890"> <thead> <tr> <th></th> <th>Number of staff (headcount) on 01/08/2010</th> <th>Number of staff (headcount) on 01/08/2011</th> </tr> </thead> <tbody> <tr> <td>Male</td> <td>118</td> <td>113</td> </tr> <tr> <td>Female</td> <td>212</td> <td>205</td> </tr> <tr> <td>Black Minority and ethnic</td> <td>23</td> <td>19</td> </tr> <tr> <td>Disabled</td> <td>26</td> <td>22</td> </tr> </tbody> </table> <p>3.</p> <table border="1" data-bbox="1088 949 2119 1171"> <thead> <tr> <th></th> <th>Number of staff made redundant (headcount) between 01/08/2010 and 31/07/2011</th> </tr> </thead> <tbody> <tr> <td>Compulsory redundancy</td> <td>4</td> </tr> <tr> <td>Voluntary redundancy</td> <td>0</td> </tr> <tr> <td>Voluntary early retirement</td> <td>0</td> </tr> <tr> <td>Total</td> <td>4</td> </tr> </tbody> </table> <p>4.</p> <table border="1" data-bbox="1088 1230 2119 1474"> <thead> <tr> <th></th> <th>Number of staff made redundant (headcount) between 01/08/2010 and 31/07/2011</th> </tr> </thead> <tbody> <tr> <td>Senior Post Holders</td> <td>0</td> </tr> <tr> <td>Management</td> <td>0</td> </tr> <tr> <td>Support Staff</td> <td>1</td> </tr> <tr> <td>Academic staff</td> <td>3</td> </tr> <tr> <td>Total</td> <td>4</td> </tr> </tbody> </table>				Senior Post Holders	8	9	Management	25	23	Support Staff	154	149	Academic staff	143	137	Total	330	318		Number of staff (headcount) on 01/08/2010	Number of staff (headcount) on 01/08/2011	Male	118	113	Female	212	205	Black Minority and ethnic	23	19	Disabled	26	22		Number of staff made redundant (headcount) between 01/08/2010 and 31/07/2011	Compulsory redundancy	4	Voluntary redundancy	0	Voluntary early retirement	0	Total	4		Number of staff made redundant (headcount) between 01/08/2010 and 31/07/2011	Senior Post Holders	0	Management	0	Support Staff	1	Academic staff	3	Total	4
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5. Please provide the number of support staff (headcount) made redundant between 01/08/2010 and 31/07/2011 within each of the following categories: a) Clerical (admin, finance, data, employer engagement, exams, HR etc); b) Student support (learning support, youth workers, mentors, library staff etc); c) Technical (technicians etc); d) Service (caretakers, maintenance, cleaners, refectory, nursery workers etc); e Other (please specify)

6. Please provide the number of staff (headcount) made redundant between 01/08/2010 and 31/07/2011 who are i) Male, ii) Female, iii) Black Minority and ethnic staff and iv) Disabled

7. Has the institution closed courses/ programmes between 01/08/2010 and 31/07/2011

8. Did the institution have a drop in student enrolments in September 2011 compared to September 2010?

9. What is the minimum adult hourly rate of pay at the institution including any regional pay supplement, excluding apprentice pay rates?

10. How much money has been spent on

5.

	Number of staff made redundant (headcount) between 01/08/2010 and 31/07/2011
Clerical (admin, finance, data, employer engagement, exams, HR etc)	0
Student support (learning support, youth workers, mentors, library staff etc)	0
Technical (technicians, etc)	0
Service (caretakers, maintenance, cleaners, refectory, nursery workers etc)	1
Other	0

6.

	Number of staff (headcount) made redundant between 01/08/2010 and 31/07/2011
Male	1
Female	3
Black Minority and ethnic	0
Disabled	1

7. Yes. The Masters in Education Studies and MA in Professional Enquiry were only validated for two years. As we did not find a strong demand/market for these.

8. No

9. £6.94

10. N/A – Nil

		employment agencies (hiring agency staff) between 01/08/2010 and 31/07/2011? 11. Has the institution received its indicative funding allocation from the relevant funding council for 2012/13?	11. Not at the time of request																																				
23 February 2012	FOI/12/12	1. In the financial year 2010-11, did the head of institution hold any positions on the boards of external bodies not part of the university (such as companies, corporate bodies, public bodies or charities)? If so, please list each one. 2. In the same year, did he receive any remuneration from such roles? If so, please list the remuneration for each role. 3. Please state whether the remuneration from each role went to head of institution or whether the remuneration went to the university.	1. Principal Lutzeier held positions on the following external bodies during 2010-11: a) Board of Higher Education Careers Services Unit (HECSU) [Manchester, UK] b) Director of Graduate Prospect [Manchester, UK] c) Executive of Cathedrals Group [Chester, now Winchester, UK] d) Advisory Board of Institute of German Language [Mannheim, Germany]. 2. None of these roles carry any remuneration. 3. N/A																																				
26 March 2012	FOI/12/13	1. How much was spent on travel expenditure last year?	1. Spend on business travel (including subsistence costs) for staff during 2010/11 financial year was £142,234																																				
16 April 2012	FOI/12/14	Number of emergency loans/financial assistance given to students since September 2007 The amount of money applied for and approved by the University since September 2007 The number of students (and amount) who have defaulted on any repayable loans/financial assistance that has been issued since September 2007	<table border="1"> <thead> <tr> <th></th> <th>2007/ 2008</th> <th>2008/ 2009</th> <th>2009/ 2010</th> <th>2010/ 2011</th> <th>2011/ 2012</th> </tr> </thead> <tbody> <tr> <td>No of Loans/Assistance*¹</td> <td>98</td> <td>145</td> <td>173</td> <td>172</td> <td>96</td> </tr> <tr> <td>Amount of money applied for*²</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Amount of money approved</td> <td>£113,035</td> <td>£136,645</td> <td>£125,529</td> <td>£133,553</td> <td>£104,425.5</td> </tr> <tr> <td>No of Students in Default</td> <td>1</td> <td>0</td> <td>1</td> <td>7</td> <td>n/a*³</td> </tr> <tr> <td>Amount of Default</td> <td>£300</td> <td>0</td> <td>£847</td> <td>£1,370</td> <td>n/a*³</td> </tr> </tbody> </table> <p>*¹ It is not straightforward to breakdown the loan/financial assistance applications for Semester One/Two. We estimate that approximately 85% of applications are received in Semester One.</p>		2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012	No of Loans/Assistance* ¹	98	145	173	172	96	Amount of money applied for* ²						Amount of money approved	£113,035	£136,645	£125,529	£133,553	£104,425.5	No of Students in Default	1	0	1	7	n/a* ³	Amount of Default	£300	0	£847	£1,370	n/a* ³
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			<p>*² - Students do not apply for a specific sum of money – they request financial assistance and we decide on how much can be given from the funds allocated until funds are exhausted.</p> <p>*³ - We would not at this time count students as being in default as they still have time to pay us before the end of the academic year.</p>
19 April 2012	FOI/12/15	<p>1. The number of Pakistani heritage students, overall and as a percentage of total student body, according to faculty/area of study</p> <p>2. The number of Pakistani heritage staff, academic and support/admin, overall and as a percentage of total staff at the college, according to grade and faculty.</p> <p>3. The number of Pakistani members of college corporation board</p>	<p>The response to this can be found at the whatdotheyknow.com website: http://www.whatdotheyknow.com/request/data_on_pakistani_heritage_stude_20#incoming-279510</p>
27 April 2012	FOI/12/16	<p>1. Does the university conduct experiments upon living animals?</p> <p>2. If yes, how many living animals are currently held on the premises for research purposes?</p> <p>3. How many living animals were used in experiments between 01/01/2011 and 01/01/2012?</p> <p>4. What was the nature and outcome of these experiments?</p> <p>5. What species of animal were used?</p> <p>6. Which departments of your university were or are engaged in such research?</p>	<p>1. No</p> <p>2. N/A</p> <p>3. N/A</p> <p>4. N/A</p> <p>5. N/A</p> <p>6. N/A</p>

2 May 2012	FOI/12/17	<ol style="list-style-type: none"> 1. What was the total amount (in pounds) spent by the university on garments in the last financial year (2010-2011) or the last year you have figures for? 2. How does this break down amongst the categories of course wear, staff wear, sportswear, uniforms, clothing sold by the student union and any other garments, or if you use different categories to break the total figure down, please supply figures using the categories you use. 3. Who are the university's main garment suppliers (please include any supplier that comprises 10% or more of the total university spend on garments) 4. What was the total amount spent on garments by the university's student union in the last financial year (2010-2011) or the last year you have figures for? 5. What was the total amount spent on garments by societies, including sports teams at the university in the last financial year (2010-2011) or the last year you have figures for? 6. Does the university have a steering group or similar body that has responsibility for ensuring that university procurement upholds workers' rights, other human rights and/or increases purchase of Fairtrade products? If so, please provide details of this group or provide a URL to enable us to access this group's web page, and a contact email address for the group. 7. Does the university have an ethical procurement policy or is ethical procurement covered by another policy of the university, such as a sustainability policy? If so, please 	<ol style="list-style-type: none"> 1. In academic year 2010/11, Newman spent £3,307.77 on garments. 2. General Clothing/Uniforms - £2,121.33 Sportswear - £470.76 T-Shirts (Marketing) - £712.68 3. The main garment suppliers are Simon Jersey Ltd, Alexandra Workwear, Newman Students' Union, Premier Workwear Ltd, Business Gift. 4. This information is not held by Newman University College. As explained to People and Planet in 2010 (as part of a similar request: FOI/10/22), Newman Students' Union is a separately constituted organisation which purchases items from its own budgets. Please contact Newman Students' Union directly for their figures. 5. This information is not held by Newman University College. Please contact Newman Students' Union for information about spend on garments for societies/sports teams. 6. No 7. No – this information was already disclosed to People & Planet as part of the Green League 2012 survey.
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		<p>provide a copy of this policy or provide a URL to enable us to access this policy.</p> <p>8. Does the university have a strategy for increasing the labour rights and other human rights standards in its supply chains? If so, please provide a copy of this strategy document or provide a URL to enable us to access this strategy document.</p> <p>9. Does the university have any stipulations in its contracts with suppliers, that they must adhere to basic International Labour Organisation workers rights standards?</p> <p>10. Does the university require suppliers of garments or other goods to disclose their factory locations, even if they are in different countries?</p> <p>11. Does the university have a strategy to increase procurement of Fairtrade cotton for uniforms, accomodation supplies, or other garments? Please provide a link to the strategy document or minutes that show this.</p>	<p>8. No</p> <p>9. No</p> <p>10. No</p> <p>11. No</p>
23 May 2012	FOI/12/18	<p>1. Please confirm if your College has a lone working policy.</p> <p>2. Please confirm whether any staff use personal alarms as part of your lone worker policy.</p> <p>3. If yes to question 3, please provide the number of personal alarms purchased / rented.</p> <p>4. Please provide the name of the company that you purchased / rented the devices from -</p> <p>5. Please provide the date the devices were</p>	<p>1. Yes</p> <p>2. Yes - Staff do use personal alarms as part of Newman's lone worker policy.</p> <p>3. Personal alarms are purchased on an ad hoc basis. A total of 35 alarms have been purchased so far in 2012</p> <p>4. Alarms were purchased from the Suzy Lamplugh Trust</p> <p>5. Alarms were purchased in April, at a cost of £7.60 each (there's no contract with</p>

		<p>purchased, the contract length and value –</p> <p>6. Please provide the job titles of the persons who are / or would be responsible for your lone worker policy and the purchasing of personal alarms –</p> <p>7. Please list the name and contact details (phone, email) of this person(s) -</p>	<p>the company).</p> <p>6. Health & Safety Officer</p> <p>7. Anne-Marie Gregg, Health & Safety Officer, Email: a.gregg@newman.ac.uk, 0121 476 1181, ext 2506.</p>
8 July 2012	FOI/12/19	<p>1. Total number of FOI requests received for each calendar year from 2005 to 2008</p> <p>2. Number of requests refused under Section 14 (vexatious or repeated requests) each calendar year from 2005 to 2008</p>	<p>1. The total number of requests received for each calendar year were:</p> <p>2005 – 8 requests 2006 – 6 requests 2007 – 2 requests 2008 – 9 requests</p> <p>2. No requests received during 2005 to 2008 inclusive were refused under Section 14.</p>
27 July 2012	FOI/12/20	<p>1. Have you hired or do you plan to hire any new staff members in relation to handling the impact element of the 2014 Research Excellence Framework? This might be, for example, people to research or write up case studies. If you have hired or will hire people, I would like to know how many, and what their salaries are/will be.</p> <p>2. Is your institution or faculties/ schools/ departments within it imposing quality thresholds on research outputs to be submitted to the 2014 REF? If so, what are the thresholds? (e.g. publication in a journal with a certain impact factor, or work with a particular predicted grade point average in the REF star ratings).</p> <p>3. Do you have an estimate of the total cost to your institution of complying with the 2014 REF? Do you have similar figures for the cost of compliance with the 2008 Research Assessment Exercise?</p> <p>4. What is your standard or average fee paid to</p>	<p>1. No</p> <p>2. No</p> <p>3. No</p> <p>4. The standard fees paid to external examiners are as follows:</p>

		external examiners?	<p><u>Undergraduate Programmes:</u></p> <p>Basic fee for all examiners except school experience £315 School experience examiners £210 Supplement of Chief Examiner £105 Attendance fee (per meeting) £52.50</p> <p><u>Postgraduate Programmes:</u></p> <p>Basic Fee £157.50 Supplement to Chief Examiner £105 Attendance fee (per meeting) £52.50</p>
23 August 2012	FOI/12/21	<ol style="list-style-type: none"> 1. Does your University/College have a policy on plagiarism? Please provide details of the policy. 2. Does it apply to both academic staff and students? 3. Can you provide figures for the last three academic years for the incidence of plagiarism by (a) students (b) academic staff 4. On completion of a postgraduate thesis, do you have a policy for retaining a copy of the thesis within the University/College? Please provide details. After submission, who owns the copyright – the author or the University/College? 	<ol style="list-style-type: none"> 1. Newman does not have a stand-alone policy as such but our stance on this is found in the General Academic Guidelines, which can be found in the Policies related to Academic Services on our website. 2. The policy applies to students only. However, plagiarism by staff would fall under the remit of the Disciplinary Policy. 3. We do not keep figures for incidences of plagiarism by academic staff, although we are not aware of any issues. For students it is as follows: <ul style="list-style-type: none"> • 2008/09: 23 incidences of plagiarism or collusion • 2009/10: 15 incidences of plagiarism or collusion • 2010/11: 24 incidences of plagiarism or collusion. <p>In addition to these cases above which were sent to a Disciplinary Panel, a further 25 students (primarily first year students) in 2009-10 and nine students in 2010 – 11 were formally warned by the Vice Principal about plagiarism/collusion and given a Standard Penalty (to resit the assignment for a maximum mark of 40%). Those students were also advised to seek further guidance from Academic Support Services or their tutors with regard to academic referencing to ensure that further offences did not occur</p> 4. As our postgraduate research degrees are Awarded by the University of Leicester, they would keep any theses in line with their own policies. Our understanding is that the copyright rests with the author, rather than the University of Leicester.

10 September 2012	FOI/12/22	<p>1. Can you please tell me how many applications for hardship funds – or similar schemes to help students in times of financial difficulty - were made to your institution in each of the past three academic years (2009-10, 2010-11, 2011-12)?</p> <p>2. Can you also tell me how many hardship funds – or similar awards to help students in financial difficulty - were allocated to students by the institution in each of the past three academic years? Please also disclose the total value of awards given out in each of the past three academic years.</p> <p>3. Some universities have also distributed aid in non-monetary forms – such as food parcels. Can you say how many similar non-monetary awards were made by your university in the past three academic years?</p>	<p>1. and 2:</p> <table border="1" data-bbox="1086 159 2083 422"> <thead> <tr> <th></th> <th>2009 – 10</th> <th>2010 – 11</th> <th>2011 - 12</th> </tr> </thead> <tbody> <tr> <td>Number of applications for hardship funds</td> <td>212</td> <td>251</td> <td>242</td> </tr> <tr> <td>Number of awards given</td> <td>173</td> <td>172</td> <td>183</td> </tr> <tr> <td>Total value of awards</td> <td>£125,529</td> <td>£133,553</td> <td>£104,425</td> </tr> </tbody> </table> <p>3. Newman has not distributed aid in non-monetary forms to students during the period 2009 – 12.</p>		2009 – 10	2010 – 11	2011 - 12	Number of applications for hardship funds	212	251	242	Number of awards given	173	172	183	Total value of awards	£125,529	£133,553	£104,425				
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19 September 2012	FOI/12/23	<p>1. How many complaints you have received regarding the following (for the past 3 years, broken down on a yearly basis):</p> <ol style="list-style-type: none"> 1) Bullying 2) Stalking 3) Sexual Harassment 4) Racial Harassment 5) Religious Harassment 6) Disability Harassment 7) Sexual Orientation Harassment 8) Cases of Physical Assault <p>For each instance:</p> <p>a) Whether the complaint was made by a university student or a staff member (if the complaint has been made by a staff member, the pay grade at which they are working)</p>	<p>1.</p> <table border="1" data-bbox="1086 901 2072 1476"> <thead> <tr> <th></th> <th>2009 -10</th> <th>2010 – 11</th> <th>2011 - 12</th> </tr> </thead> <tbody> <tr> <td>Bullying</td> <td>July 2010: 2 incidents Staff (Grade 3) v Staff (Grade 6) – claim and counterclaim Grade 3 individual left, no formal action taken</td> <td></td> <td>March 2012: 1 incident Student v Staff (Grade 1 casual staff) Student suspended and subject to Disciplinary Panel</td> </tr> <tr> <td>Stalking</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sexual Harassment</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Racial Harassment</td> <td></td> <td></td> <td>February 2012: 1 incident Staff (Grade 6) v Student A meeting was brokered between the two</td> </tr> </tbody> </table>		2009 -10	2010 – 11	2011 - 12	Bullying	July 2010: 2 incidents Staff (Grade 3) v Staff (Grade 6) – claim and counterclaim Grade 3 individual left, no formal action taken		March 2012: 1 incident Student v Staff (Grade 1 casual staff) Student suspended and subject to Disciplinary Panel	Stalking				Sexual Harassment				Racial Harassment			February 2012: 1 incident Staff (Grade 6) v Student A meeting was brokered between the two
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Cases of Physical Assault																							
FOI/12/24	20 September 2012	<ol style="list-style-type: none"> How much income has the University received from fining students, from the last three years (but not library fines)? Does this income from fines show up on the University's accounts, and if so, under which bracket of income? What are the procedures for students who fail to pay / cannot pay fines? 	<ol style="list-style-type: none"> Please find attached spread sheet detailing the offence and fine given for each time a fine was administered. Income from fines is classed under 'Other Income' under the 'Other Operating Income' section in our accounts (see page 26 of the latest accounts available on the Charity Commission website). Students who are fail to pay fines are dealt with as per the Debt Management Policy 																				
FOI/12/25	25 September 2012	<ol style="list-style-type: none"> Number of staff hired, or anticipated to be in post (eg where there are plans to recruit, the position is advertised or the recruitment process is underway) at your institution between 1 January 2012 and 31 December 2012, who have an annual salary range that starts at or above £40,000 and have research within their job description. Number of staff hired at your institution between 1 January 2011 and 31 December 2011, who have an annual salary range that starts at or above £40,000 and have research within their job description. The salary brackets of the staff falling into the above categories. 	<ol style="list-style-type: none"> One member of staff has been hired and another is expected to be in post by December 2012. The posts are: <ul style="list-style-type: none"> Head of Psychology & Counselling (Grade AC4) Dean of Education (outside the Single Pay Spine) During 2011 three members of staff commenced their posts at Newman. These posts were recruited to in 2010 but the post holders didn't start until 2011: <ul style="list-style-type: none"> Dean of Human Sciences (above Single Pay Spine) Head of LDU (Grade AC4) Professor of Multiprofessional Education (outside the Single Pay Spine) The Grade boundaries for AC4 are: £46,846 - £52,706. For those outside the Single Pay Spine, the salary bandings (given in £5,000 pay bands as per ICO guidance) are: 																				

			<ul style="list-style-type: none"> • Professor of Multiprofessional Education: £65,00 - £70,000 • Dean of Education: currently advertised as up to £70,000 • Dean of Human Sciences: £70,000 - £75,000.
FOI/12/26	27 September 2012	<ol style="list-style-type: none"> 1. How much money was awarded in total to International students on scholarships in each of the past three academic years. 2. A breakdown of how this money is divided. (For example, X scholarships of £XX). 3. Aggregate data of where each scholarship student's country of origin is. 4. How much money was awarded in total to UK students on scholarships in each of the past three academic years. 5. A breakdown of how this money was divided. 6. Where each of the scholarship students are from in the UK. 7. The total number of students studying at your institution, broken down by UK, EU and NON-EU students. 8. The total number of students eligible for a scholarship. 9. How much of the total scholarship money is allocated by the National Scholarship Programme. 	<ol style="list-style-type: none"> 1. £Nil 2. N/A 3. N/A 4. £Nil – we have not provided scholarships in previous academic years 5. N/A 6. N/A 7. This information is exempt under Section 21 of the Freedom of Information Act (FOIA), because the information is accessible to you, as it is already in the public domain. Please see the HESA Website for the latest statistics on student numbers: http://www.hesa.ac.uk/mobile/uk-he-stats/?p=institution&y=10/11&l=N&n=1. We are currently in the process of enrolling new and returning students for academic year 2012/13 and we believe that figures for the total number of current students studying at Newman in 2012/13 will be similar to the figures currently publicly available for academic year 2010/11. Figures for 2011/12 will be available in due course via the HESA website (www.hesa.ac.uk) and are exempt under Section 22 of the FOIA (Information intended for future publication). 8. For academic year 2012/13, 26 first year students will be eligible under the National Scholarship Programme, and 70 first year students are eligible for an Academic Achievement scholarship. 9. £160,000 is allocated by the National Scholarship Programme.

FOI/12/27	2 October 2012	<ol style="list-style-type: none"> How much money was awarded in total to UK students on scholarships in each of the past three academic years. A breakdown of how this money was divided. Where each of the scholarship students are from in the UK. 	<ol style="list-style-type: none"> The following was awarded in total: <table border="1" data-bbox="1088 293 1473 596"> <thead> <tr> <th colspan="2">Bursaries Awarded</th> </tr> <tr> <th>Year</th> <th>Total £ Awarded</th> </tr> </thead> <tbody> <tr> <td>2011 - 12</td> <td>584,076</td> </tr> <tr> <td>2010 - 11</td> <td>871,151</td> </tr> <tr> <td>2009 - 10</td> <td>1,065,201</td> </tr> </tbody> </table> A breakdown was provided – contact the Information Officer for a copy of the spread sheet A breakdown was provided – contact the Information Officer for a copy of the spread sheet. 	Bursaries Awarded		Year	Total £ Awarded	2011 - 12	584,076	2010 - 11	871,151	2009 - 10	1,065,201											
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FOI/12/28	8 October 2012	<ol style="list-style-type: none"> Information on the type of accommodation which students currently live in (i.e purpose built provided through Newman, other purpose built, Shared HMOs, own home, parental home etc). 	<ol style="list-style-type: none"> The residency categories below are based on the data we need to collect for HESA as we do not ask students about the accommodation types specified in the request. The category 'Other Rented Accommodation' is most likely to include students living in bespoke accommodation and shared HMOs. <p>2011/12 Data</p> <table border="1" data-bbox="1088 1129 1792 1401"> <thead> <tr> <th><u>Term-time Accommodation</u></th> <th><u>Number</u></th> <th><u>%</u></th> </tr> </thead> <tbody> <tr> <td>Institution maintained property</td> <td>183</td> <td>6.18</td> </tr> <tr> <td>Parental/guardian home</td> <td>1,445</td> <td>48.82</td> </tr> <tr> <td>Other</td> <td>38</td> <td>1.28</td> </tr> <tr> <td>Own residence</td> <td>829</td> <td>28.01</td> </tr> <tr> <td>Other rented accommodation</td> <td>465</td> <td>15.71</td> </tr> <tr> <td>Total</td> <td>2,960</td> <td></td> </tr> </tbody> </table> 	<u>Term-time Accommodation</u>	<u>Number</u>	<u>%</u>	Institution maintained property	183	6.18	Parental/guardian home	1,445	48.82	Other	38	1.28	Own residence	829	28.01	Other rented accommodation	465	15.71	Total	2,960	
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FOI/12/29	18 October 2012	<ol style="list-style-type: none"> 1. What proportion of your academic staff hold a PhD? 2. What proportion of academic staff in place 10 years ago held a PhD (if this information can be sourced within the appropriate time frame)? 3. What is your policy on minimum qualification levels for academic new hires and has this policy changed in the past 10 years? 4. Does your institution have any aim/commitment to increase the number of academic staff holding a doctorate? Please give any specific targets if they exist. 	<ol style="list-style-type: none"> 1. At present, 30% of Newman's academic staff hold PhDs 2. Ten years ago, 23% of academic staff held PhDs 3. Newman's current recruitment policy does not specify minimum levels of qualifications but in practise we expect those applying for Senior Lecturer posts and above to hold a PhD or be working towards one. 4. Yes; we aim to have an annual increase of 10% per year for the last two years and that by 2012-13, 50% of academic staff should hold a PhD.
FOI/12/30	5 November 2012	<ol style="list-style-type: none"> 1. The total number of employees, along with the number of employees (headcount) by ethnicity, gender, disability, age, religious affiliation and sexual orientation in 2012 as per the census categories. 2. The total number of employees, along with the number of employees (headcount) by ethnicity, gender, disability, age, religious affiliation and sexual orientation at the beginning of 2010 as per the census categories. 	<ol style="list-style-type: none"> 1. A breakdown was provided – contact the Information Officer for a copy of the spread sheet. 2. A breakdown was provided – contact the Information Officer for a copy of the spread sheet.