

UNIVERSITY OF WARWICK
ACADEMIC RESOURCING COMMITTEE
OPEN MINUTES OF THE MEETING HELD FROM
2.00PM - 4.00PM, WEDNESDAY 14 SEPTEMBER 2022 IN CMR 1.0, UNIVERSITY HOUSE

Present	Professor Chris Ennew	Provost (Chair)
	Professor Kate Astbury	Faculty Representative for the Faculty of Arts
	Professor Lorenzo Frigerio	Vice-Provost & Chair of the Faculty of Science, Engineering and Medicine
	Professor Ruth Hewston	Faculty Representative for the Faculty of Social Sciences
	Professor Rachel Moseley	Vice-Provost & Chair of the Faculty of Arts
	Professor Yulia Timofeeva	Faculty Representative for the Faculty of Science, Engineering and Medicine
	Professor Derrick Watson	Faculty Representative for the Faculty of Science, Engineering and Medicine
Attending	Helen Grover	HR Engagement Director
	Dr Liz Hough	Head of Admissions (item 006 only)
	James Hutchinson	Head of Finance, Departmental Services Team (ARC)
	Sam McClenaghan	Deputy Finance Director
	Faye Murray	Director of Strategic Planning and Analytics (SP&A Group)
	Carol Walker	Assistant Registrar (SP&A Group)
	Claire Wightman	Administrative Officer (SP&A Group) (Assistant Secretary)
	Roberta Wooldridge Smith	Interim Academic Registrar (Secretary)

Protected items are denoted by a * in the minutes.

NOTE: Some items are noted as '*Exempt information not included*' as they contain information that is restricted to Members and Attendees of the Academic Resourcing Committee.

Ref	Item
001	<p>Apologies for absence and welcome</p> <ul style="list-style-type: none"> • Apologies were received from Chris Hughes, Caroline Meyer, Mike Shipman, Gwen Van der Velden and Nick Vaughan-Williams. • The Chair welcomed: <ul style="list-style-type: none"> • Roberta Wooldridge Smith in her capacity of Interim Academic Registrar and Secretary to ARC. • Professors Kate Astbury and Derrick Watson, who were new Faculty Representatives on ARC for the Faculties of Arts and SEM. • Professor Rachel Moseley in her new capacity on ARC of Vice-Provost and Chair of the Faculty of Arts.
002	<p>Declarations of Interest</p> <p>No new declarations were made.</p>
003	<p>Minutes of last meeting on 21 June 2022</p> <p>The minutes of the meeting held on 21 June 2022 (003-ARC140922 {protected}) were approved.</p>
004	<p>*Matters arising from last meeting on 21 June 2022</p> <p>(a) Update on Academic Resourcing Committee Proposed Membership and Terms of Reference 2022-23 (minute 076-ARC210622 refers)</p> <p>At its meeting on 6 June 2022 the Senate approved the ARC membership and terms of reference for 2022-23</p> <p>(b) Update on STEM Grand Challenge: RIBA Stage 2 (minute 080-ARC210622 refers)</p> <p><i>Exempt information not included.</i></p>

Chair's Update	
005	<p>*Chair's Business</p> <p>The Committee received and noted an update from the Chair.</p> <p>(a) Nick Vaughan-Williams had provided approval by email for the recommendations that the Committee was being asked to consider today and a copy of his email had been shared with ARC Administrators.</p> <p>(b) Workload Framework <i>Exempt information not included.</i></p>
Student Recruitment	
006	<p>*Outcomes of the 2022 Admissions Cycle (with early enrolment figures)</p> <p>The Committee received the report (006-ARC140922, Protected) and key points and discussions were as follows:</p> <p><i>Exempt information not included.</i></p>
Finance and Resources	
007	<p>*Online and Distance Delivery</p> <p>The Committee received the report (007-ARC140922, Protected) and key points and discussions were as follows:</p> <p><i>Exempt information not included.</i></p>
008	<p>*ARC Financial Year End Report - Q4 Actual 2021/22</p> <p>The Committee received the report (008-ARC140922, Protected) and key points and discussions were as follows:</p> <p><i>Exempt information not included.</i></p>
009	<p>*Capital/Academic Equipment Fund Report</p> <p>The Committee received the report (009-ARC140922, Protected) and key points and discussions were as follows:</p> <p><i>Exempt information not included.</i></p>
010	<p>Review of the ARC Annual Planning Round 2022 and Process Changes for Future Years</p> <p>The Committee received the report (010-ARC140922, Protected) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • APR feedback and reporting had been combined with the outputs of the recent ARC communications project undertaken by a UoW intern. • ARC Executive had agreed some minor changes to the APR and to the way in which ARC Executive meetings were operated. • ARC Executive was particularly keen that ARC administrative and APR processes aligned with other, existing, activity. • Recommendations were around: <ul style="list-style-type: none"> ○ a refresh of the ARC webpages to streamline information provision and facilitate signposting to ARC information; ○ automating technology and utilising Office365, starting with ARC Executive, with a view to greater transparency and added value; and ○ increased automation and clearer signposting in relation to the APR including the post-APR sharing of outcomes and information. • The Chair expressed thanks to the Assistant Registrar, SP&A Group for undertaking the work to inform the report.

	<p>DECISION:</p> <p>1) The Committee approved the recommendations for further changes.</p> <p>ACTIONS:</p> <p>1) Maintain discussions around any opportunities to align the ARC APR with the Professional Services Planning Round, noting that this was complex.</p> <p>2) ARC Administrators to ensure the provision of clear and comprehensive user information and guidance around any changes to existing processes and practices.</p>
011	<p>*Report from the Interdisciplinary Working Group</p> <p>The Committee received the report (011-ARC140922, Protected) and key points and discussions were as follows:</p> <p><i>Exempt information not included.</i></p>
012	<p>*Faculty-Level and WBS, WMG and WMS Risk Registers</p> <p>The Committee received the report (012-ARC140922, Protected) and key points and discussions were as follows:</p> <p><i>Exempt information not included.</i></p>
013	<p>*Departmental Strategy Development update</p> <p>The Committee received a verbal report with key details and discussions, as below:</p> <p><i>Exempt information not included.</i></p>
<i>Items below this line were for receipt and/or approval, without discussion</i>	
014	<p>*ARC Schedule of Business for 2021/22 mapped against Terms of Reference</p> <p>The Committee received and noted the report (014-ARC140922, Protected).</p>
015	<p>*Annual turnover report for University of Warwick - rolling 12 Months</p> <p>The Committee received and noted the report (014-ARC140922, Protected).</p>
016	<p>*Minutes of ARC Executive meetings - July and August 2022</p> <p>The Committee received and noted the report (014-ARC140922, Protected).</p>
017	<p>*Minutes of Student Recruitment Strategy Steering Group (SRSSG) meetings – June and July 2022</p> <p>The Committee received and noted the report (017-ARC140922, Protected).</p>
018	<p>*Minutes of Fees Working Group July 2022 meeting by correspondence</p> <p>The Committee received and noted the report (018-ARC140922, Protected).</p>
019	<p>*Centre for Lifelong Learning Final Strategy Document</p> <p>The Committee received and noted the report (019-ARC140922, Protected).</p>
Other	
020	<p>Any other business</p> <p>There was no other business.</p>
Next meeting: Friday 14 October 2022, from 10.00am - 12.00pm, on MS Teams	

