

**UNIVERSITY OF WARWICK**  
**ACADEMIC RESOURCING COMMITTEE**  
**PROTECTED MINUTES OF THE MEETING HELD FROM 2.00PM – 4.00PM, WEDNESDAY, 13 SEPTEMBER 2023,**  
**IN CMR 1.0, UNIVERSITY HOUSE**

<b>Present</b>	Professor Emma Flynn	Provost (Chair)
	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 Nick Vaughan-Williams	Vice-Provost & Chair of the Faculty of Social Sciences
	Professor Michael Ward	Vice-Provost & Chair of the Faculty of Science, Engineering and Medicine
	Professor Derrick Watson	Faculty Representative for the Faculty of Science, Engineering and Medicine
<b>Attending</b>	Emma Brown	HR Manager
	Adam Child	Academic Registrar (Secretary)
	Dr Liz Hough	Head of Admissions (item 007 only)
	Rebekah Leadley	Head of Finance, Departmental Services Team (ARC)
	Sam McClenaghan	Deputy Finance Director
	Carol Walker	Senior Assistant Registrar (SP&A Group)
	Claire Wightman	Assistant Registrar (SP&A Group) (Assistant 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><b>Apologies for absence</b></p> <p>Apologies were received from Professor Kate Astbury, Professor Lorenzo Frigerio, Professor Caroline Meyer and Professor Michael Scott.</p>
002	<p><b>Declarations of Interest</b></p> <p>No new declarations were made.</p>
003	<p><b>Minutes of last meeting on 26 June 2023</b></p> <p>The minutes of the meeting held on 26 June 2023 (003-ARC230913, Protected) were <b>approved</b>.</p>
004	<p><b>*Matters arising from last meeting on 26 June 2023</b></p> <p><b>(a) Update on tender process for an Online Programme Management (OPM) partner (minute 072/ARC230626 refers)</b>  <i>Exempt information not included</i></p> <p><b>(b) Review of Academic Governance (minute 077/ARC230626 refers)</b></p> <ul style="list-style-type: none"> <li>The Chair expressed thanks to Committee members who had completed the Academic Governance Review survey by 11 September 2023.</li> </ul>
005	<p><b>Chair's Business and Actions</b></p> <p>The Committee received and noted a verbal update from the Chair.</p> <p><b>(a) New role for Carol Walker, Senior Assistant Registrar in SP&amp;A Group</b></p> <ul style="list-style-type: none"> <li>Carol Walker, Senior Assistant Registrar, SP&amp;A Group, would be leaving the ARC Planning team at the end of September to take up the role of Head of Operations within the Centre for Teacher Education (CTE).</li> </ul>

	<ul style="list-style-type: none"> <li>The Chair congratulated Carol on her new position and extended the thanks of the Committee for her considerable contribution to the development and operation of ARC and its business in recent years.</li> </ul> <p><b>(b)</b> The Chair thanked the Committee for the warm welcome that she had received and for making her transition into the University as straightforward as it could be.</p> <p><b>(c)</b> There were no Chair's Actions to report.</p>
006	<p><b>*Academic Resourcing Committee (ARC) Membership and Terms of Reference 2023-24 and formation of the Academic Strategy Committee (ASC)</b></p> <p>The Committee received the report (006-ARC230913, Protected) and key points and discussions were as follows: <i>Exempt information not included'</i></p>
007	<p><b>*Update on Student Intake Forecast for 2024/25 Academic Year</b></p> <p>The Committee received a tabled report from the Director of Admissions (007a-ARC230913, Protected) with key details and discussions, as below: <i>Exempt information not included'</i></p>
008	<p><b>*ARC Financial Year End Report - Q4 Actual 2022/23</b></p> <p>The Committee received the report (008-ARC230912, Protected) and key points and discussions were as follows: <i>Exempt information not included'</i></p>
009	<p><b>*Capital/Academic Equipment Fund Report</b></p> <p>The Committee received the report (009-ARC230912, Protected) and key points and discussions were as follows: <i>Exempt information not included'</i></p>
<b>Items below this line were for receipt and/or approval, without discussion</b>	
010	<p><b>*ARC 2022/23 Schedule of Business mapped against Terms of Reference</b></p> <p>The Committee received and noted the report (010-ARC230913, Protected).</p>
011	<p><b>*Departmental Strategy Development Update</b></p> <p>The Committee received and noted the report (011-ARC230913, Protected).</p>
012	<p><b>*Final Strategy Renewal Document for the Centre for Research in Intellectual and Developmental Disabilities (CIDD)</b></p> <p>The Committee received and noted the report (012-ARC230913, Protected).</p>
013	<p><b>*Annual Turnover Report for University of Warwick - Rolling 12 Months</b></p> <p>The Committee received and noted the report (013-ARC230913, Protected).</p>
<b>Other</b>	
014	<p><b>Any other business</b></p> <p>There was no other business.</p>
<b>Next meeting: ARC Autumn Review 12 December 2023</b>	