

UNIVERSITY OF WARWICK
ACADEMIC RESOURCING COMMITTEE
OPEN MINUTES OF THE MEETING HELD FROM 10.00AM – 11.00AM, THURSDAY, 12 JUNE 2024 ON MS
TEAMS

Present	Professor Emma Flynn	Provost (Chair)
	Professor Kate Astbury	Faculty Representative for the Faculty of Arts
	Professor Lorenzo Frigerio	Pro-Vice-Chancellor (Education)
	Professor James Hayton	Vice-Provost & Chair of the Faculty of Social Sciences
	Professor Caroline Meyer	Pro-Vice-Chancellor (Research)
	Professor Rachel Moseley	Vice-Provost & Chair of the Faculty of Arts & Humanities (to item 031)
	Professor Yulia Timofeeva	Faculty Representative for the Faculty of Science, Engineering and Medicine
	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
Attending	Dr Navdeep Kaur Bains	Director of Research & Impact Services
	Adam Child	Academic Registrar (Secretary)
	Dr James Evans	Strategic Planning Manager (observing)
	Dr Liz Hough	Director of Admissions (for item 031 only)
	Rebekah Leadley	Head of Finance, Departmental Services Team (ARC)
	Sam McClenaghan	Deputy Finance Director
	Gemma Richardson	Head of Strategic Planning (Education Group)
	Claire Wightman	Planning Coordinator (Education 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
027	<p>Apologies for absence and welcome</p> <ul style="list-style-type: none"> The Chair welcomed all members and attendees including observer Dr James Evans who had just joined the University from De Montfort University and was the new Strategic Planning Manager in the Strategic Planning Team. Apologies had been received from: members Professor Michael Scott and Professor Ruth Hewston and attendees Nicola Constant and Rosie Drinkwater. The Chair read the following: 'All members are encouraged to actively engage in the committee conversation and activity, whether online or in person. If members would like to discuss any changing needs, they have that would support access and participation in the meeting, please do reconnect with the Chair and/or Secretariat.'
028	<p>Declarations of Interest</p> <p>No new declarations were made.</p>
029	<p>Minutes of last meeting on 9 May 2024</p> <p>The minutes of the meeting held on 9 May 2024 (029-ARC240612 Protected) were approved.</p>

030	<p>*Matters arising from last meeting on 9 May 2024</p> <p>020/ Update on Admissions and Early Forecast for outcomes <i>Exempt information not included.</i></p>
031	<p>*Chair's Business and Actions</p> <p>There were no Chair's Actions to report.</p> <p>Chair's Business</p> <p>Thanks to Outgoing Members of the Committee</p> <ul style="list-style-type: none"> • The Chair extended the thanks of the Committee to Professor Kate Astbury who concluded her membership of ARC as a Faculty Representative for Arts and Humanities with today's meeting. • The Chair noted that Professor Astbury's input and insights had been very valued throughout her time on the Committee, as they had been, and continued to be, in other fora.
031	<p>*2024 Admissions Cycle Update</p> <p>The Committee received a verbal report and a presentation from the Director of Admissions and key points and discussions were as follows:</p> <p>UG Overseas (OS) <i>Exempt information not included.</i></p> <p>PGT <i>Exempt information not included.</i></p>
032	<p>ARC Proposed Membership and Terms of Reference 2024-25</p> <p>The Committee received the paper (032-ARC240612, Protected) from the Academic Registrar and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The membership had been updated to reflect changes within the ARC support team. • A proposed new ToR - to oversee the academic resourcing of the University on behalf of Senate, to ensure that the institution is able to achieve its strategic objectives - signalled that ARC was taking assurances on behalf of Senate that all strategies at departmental and Faculty level were properly resourced. • The proposed term five - to monitor income and expenditure and achievement of plans by departments, including research income, recruitment targets and other key performance indicators, and support departments to take corrective action where performance deviates adversely from plan – connected to the discussion at the 9 May meeting (item 024/ Post-Planning Round Discussion, action three) and the points made about KPIs, noting that Strategy Development (SD) refreshed and set KPIs for each department and there was a role for ARC having oversight, from an academic point of view, of a subset of these KPIs to make informed decisions about resource allocation which would then inform SDs and other conversations. • There was nothing implied in the change of the word 'help' to 'support' in proposed term five. • Strategic Planning, under the Provost's direction, was looking at the planning process, noting the want for a process that was slick, integrated, efficient and effective, where we were not duplicating conversations, and where time was spent in helping departments to get to where they needed to be, and departmental strategies aligned with institutional strategies and departmental individuals' PDRs supported all of this. • ARC's role would be auditing, oversight, holding to account and being sure that we were delivering what we wanted to do. • May end up changing the ToR and membership based on the piece of work that would be undertaken around reflections on ASC and planning and SD but this was an accurate reflection of the Committee's current duties and responsibilities.

	<ul style="list-style-type: none"> • A piece of work would come out of the need to understand the relationship between the Education, Research and International Executives, ASC, the Faculty committees and their sub-committees, Student Recruitment Strategy Steering Group (SRSSG) and ARC and the extent to which these were working together, how decisions were being made and how information was flowing both up and down. • The Chair thanked the Academic Registrar for his work on the proposed Terms of Reference for 2024-25. <p>DECISION: The Committee recommended the proposed membership and terms of reference for consideration by Senate.</p> <p>ACTION: Assistant Secretary to take forward to Senate the proposed 2024-25 ARC Membership & ToR and apprise the Committee when it had been approved.</p>
033	<p>* Financial performance of academic departments: Quarter 3 2023-24 Highlights</p> <p>The Committee received the report (033-ARC240612, Protected) from the Head of Finance, Departmental Services Team (ARC) and key points and discussions were as follows: <i>Exempt information not included.</i></p>
034	<p>* Academic Equipment Fund (AEF) Report</p> <p>The Committee received the report (034-ARC240612, Protected) from the Deputy Finance Director and key points and discussions were as follows: <i>Exempt information not included.</i></p>
Items below this line were for receipt and/or approval, without discussion	
035	<p>*Departmental Strategy Development Update</p> <p>The Committee received and noted the report (035-ARC240612, Protected).</p>
Other	
036	<p>Any other business</p> <p>There was no other business.</p>
Next meeting: Thursday, 10 October 2024, from 2.00pm - 4.00pm, in CMR 1.0, University House	