

**UNIVERSITY OF WARWICK  
ACADEMIC RESOURCING COMMITTEE  
OPEN MINUTES OF THE MEETING HELD ON WEDNESDAY 17 JUNE 2020 ON MICROSOFT TEAMS.**

**Present**

<b>Members</b>			
	Professor Chris Ennew	CE	Provost (Chair)
	Professor Lorenzo Frigerio	LF	Faculty representative for the Faculty of Science, Engineering and Medicine
	Professor Sudhesh Kumar	SK	Faculty representative for the Faculty of Science, Engineering and Medicine
	Professor Caroline Meyer	CM	Chair of the Faculty of Science, Engineering and Medicine
	Professor Matt Nudds	MN	Chair of the Faculty of Social Sciences
	Professor Penny Roberts	PR	Chair of the Faculty of Arts
	Professor Gwen Van der Velden - from 3.00pm onwards	GVdV	Deputy Pro-Vice-Chancellor (Student Learning Experience)
	Professor Nick Vaughan-Williams	NV-W	Faculty Representative for the Faculty of Social Sciences
<b>In Attendance</b>	Delyth Chambers – for item 075	DC	Director of SROAS &
	Sam McClenaghan	SM	Deputy Finance Director (DST)
	Dr Liz Hough – for item 075	LiH	Assistant Director (Head of Admissions Service)
	Faye Murray	FM	Director, Strategic Planning and Analytics (SP&A)
	Dr Chris Twine	CT	Academic Registrar (Secretary)
	Carol Walker	CaW	Assistant Registrar (SP&A)
	Claire Wightman	CIW	Administrative Officer (SP&A) (Assistant Secretary)

Restricted 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.

<b>Ref</b>	<b>Item</b>
068	<p><b>Apologies for Absence</b></p> <p>Apologies had been received from Chris Hughes and Pam Thomas.</p>
069	<p><b>Declarations of Interest</b></p> <p>No declarations were made.</p>
070	<p><b>Minutes of the last meeting</b></p> <p>The minutes of the meeting held on 13 May 2020 were <u>approved</u>.</p>
071	<p><b>*Matters Arising from the meeting on 13 May 2020</b></p> <p><i>Exempt information not included.</i></p>

072	<p><b>*Chair's Business</b></p> <p>a) <u>ARC Meetings</u> This was the last ARC meeting of the current academic year and the Chair extended their thanks to all ARC members and attendees for their contributions to the work of the Committee over the course of the past academic year.</p> <p>b) <u>Update on implementation of the Graduate Teaching Assistant (GTA) contract</u> <i>Exempt information not included.</i></p> <p>c) <u>ARC with HoDs on 1 June 2020</u>  <ul style="list-style-type: none"> <li>This had been a useful discussion with a focus on teaching and learning issues.</li> </ul> </p> <p>d) <u>Shape of the Academic Year</u> <i>Exempt information not included.</i></p> <p>e) <u>Warwick in London</u> <i>Exempt information not included.</i></p>
073	<p><b>Academic Resourcing Committee – Membership and Terms of Reference 2020-21</b></p> <p><b>DECISION: The Committee approved the proposed ARC membership and Terms of Reference for the academic year 2020-21 for submission to Senate. ARC Administrators to take forward.</b></p>
074	<p><b>*Academic Equipment Fund 2019/20</b></p> <p>The Committee noted the report 074-ARC170620. <i>Exempt information not included.</i></p>
075	<p><b>*2020/21 Undergraduate Intake Target – Summary Forecast</b></p> <p>The Assistant Director (Head of Admissions Service) gave a presentation (provided in soft copy to ARC after the meeting - 075-ARC170620 {Restricted} 20-21 UG Intake Target Summary Forecast) on the student intake forecast 2020. <i>Exempt information not included.</i></p> <p><b>ACTION: ARC to see the data at Departmental level after the 18 June decisions deadline had passed.</b>  <b>ACTION: Data at Departmental level to be shared with SP&amp;A and SMTT when available.</b>  <b>ACTION: Deferrals data would be reported back to ARC from SRSSG.</b></p>
076	<p><b>*COVID-19 Impact, Risks, Issues and Mitigations</b> <i>Exempt information not included.</i></p>
077	<p><b>*Financial Performance of Academic Departments: Quarter 3 2019/20 Highlights</b></p> <p>The Deputy Finance Director (DST) provided the Committee with an update on the position and the key movements from Plan/Q2 Forecast. <i>Exempt information not included.</i></p>
078	<p><b>*ARC Savings Target</b></p> <p>The Committee noted paper 078-ARC170620 {Restricted}, informing it of the current position and plans. <i>Exempt information not included.</i></p>

***Items below this line were received and/or approved, without discussion***

079	<p><b>*Minutes of Student Recruitment Strategy Steering Group (SRSSG) meeting</b></p> <p>The Committee received the minutes of the SRSSG meeting held on 4 May 2020 (079-ARC170620 {Protected}).</p>
080	<p><b>*Minutes of ARC-Executive meeting</b></p> <p>The Committee received the minutes of the ARC Executive meeting held on 11 May 2020. (080-ARC170620 {Restricted}).</p>
081	<p><b>*Outcomes of Fees Working Group meeting</b></p> <p>The Committee received the outcomes of the Fees Working Group March 2020 meeting by circulation (081-ARC170620 {Restricted}).</p>
082	<p><b>*University of Warwick Annual Turnover Report – Rolling 12 Months</b></p> <p>The Committee received the University of Warwick Annual Turnover Report (082-ARC170620 {Restricted}).</p>
083	<p><b>*Notes of the ARC Annual Planning Round (APR) Departmental and Faculty Meetings 2020</b></p> <p>The Committee received the notes of the ARC Annual Planning Round (APR) Departmental and Faculty Meetings 2020 083(a)-ARC170620 {Restricted} and 083(b)-ARC170620 {Restricted} (the Warwick Business School notes were added after the meeting and ARC notified).</p>

**Next meeting: Wednesday 16 September 2020, from 2.00pm – 4.00pm, via Microsoft Teams.**