

UNIVERSITY OF WARWICK

COUNCIL

**Minutes of the meeting of the Council held on 10 July 2013**

Present: Sir George Cox (Chair), Mr K Bedell-Pearce, Dr R Chung, Ms V Cooke (Vice-Chair), Professor S Croft (Pro-Vice-Chancellor for Research (Arts and Social Sciences)), Ms T Elliott, Professor S Hand, Mr J Higgins, Professor C Hughes (Pro-Vice-Chancellor for Education (Innovation, Widening Participation and Employability)), Professor T Jones (Pro-Vice-Chancellor for Research (Science and Engineering), Knowledge Transfer and Business Engagement), Mr J Kennedy, Professor J Labbe, Mr C March, Sir David Normington, Mr N Sanders, Mr N Swain, Professor M Taylor, Mr M Temple, Professor P Thomas, Professor N Thrift (Vice-Chancellor and President).

Apologies: Professor A Caesar (Pro-Vice-Chancellor for Alumni Engagement and Warwick's 50<sup>th</sup> Birthday), Dame Fiona Caldicott, Ms V Heywood, Mr G Howells, Professor K Lamberts (Deputy Vice-Chancellor and Provost), Professor A Muthoo, Professor Sir John Temple.

In Attendance: Ms R Drinkwater (Group Finance Director), Mrs P Glover (Head of Institutional Governance Services), Mrs C Henrywood (Assistant Registrar), Ms J Horsburgh (Deputy Registrar), Mr B Sundell.

NOTE: The Pro-Chancellor welcomed Mr B Sundell, in attendance prior to joining the Council formally in his capacity of President of the Students' Union for the 2013-14 academic year.

**102/12-13 Minutes**

**RESOLVED:**

That the minutes of the meeting of the Council held on 15 May 2013 be approved.

**103/12-13 Conflicts of Interest**

**REPORTED:**

(a) That, should any members or attendees of the Council have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for members of Higher Education Governing Bodies in the UK.

(by the Pro-Chancellor)

(b) That Council members were encouraged, wherever possible, to inform the Registrar prior to the meeting of any potential conflicts of interest, and were also invited to do so now if appropriate.

(by Ms T Elliott)

(c) That a potential conflict of interest in relation to the report from the Warwick Institute of Education Implementation Group be declared.

**RESOLVED:**

- (a) That that the potential conflict of interest declared by Ms T Elliott be recorded.
- (b) That no other conflicts of interest be recorded.

104/12-13 The Registrar and Chief Operating Officer

REPORTED: (by the Pro-Chancellor)

That during his period of sickness absence, the formal statutory responsibilities of the Registrar and Chief Operating Officer would be assumed by the Deputy Registrar.

RESOLVED:

- (a) That the good wishes of the Council be conveyed to the Registrar and Chief Operating Officer.
- (b) That the formal statutory responsibilities of the Registrar and Chief Operating Officer be assumed by the Deputy Registrar, on an interim basis, until such time as the Registrar and Chief Operating Officer returns to his duties.

105/12-13 End of Terms of Office on the Council

CONSIDERED:

An oral report from the Pro-Chancellor on the end of terms of office of members of the Council.

REPORTED: (by the Pro-Chancellor)

- (a) That the terms of office on the following members of the Council would expire on 31 July 2013:
  - (i) Mr Roy Chung, following two terms of office as a lay member;
  - (ii) Professor Sean Hand, Professor Abhinay Muthoo and Professor Mark Taylor as representatives of the Senate;
  - (iii) Mr James Kennedy, as the non-academic member of staff; and,
  - (iv) Mr Nick Swain, as the outgoing President of the Students Union.
- (b) That the Deputy Vice-Chancellor and Provost, Professor Koen Lamberts and the Chair of the Graduate School, Professor Jackie Labbe, would be leaving the University prior to the start of the 2013-14 academic year, and that therefore this would be their last meeting of the Council.

RESOLVED:

- (a) That the gratitude of the Council be recorded to all of those members for whom this would be the last meeting of Council for their service to the University and to the Committee.
- (b) That the best wishes of the Council be extended to Professor Koen Lamberts and Professor Jackie Labbe in their new roles.

106/12-13 \*Report from the Warwick Institute of Education Implementation (WIE) Group (minute 76/12-13 refers)

RECEIVED:

An oral report from the Pro-Vice-Chancellor for Research (Arts and Social Sciences) on progress made following the meeting of the Council on 15 May 2013.

REPORTED:

- (a) That further to the approval of the strategy to implement the new academic vision for the discipline of education at the meeting of the Council held on 15 May 2013, the implementation process was being progressed in line with expectations.
- (b) That it was highly likely that the University would be able to effect the staff change through the Enhanced Voluntary Leave Scheme (EVLS) and it was therefore hoped to avoid the need for an Academic Redundancy Committee.
- (c) That, as had been the case during earlier stages of the review, multiple methods of communication and consultation had been put in place, including a programme of staff briefings and one-to-one staff surgeries with senior staff involved in the review process, noting that similar mechanisms had been initiated for students as well as interaction through the established Student Staff Liaison Committee (SSLC) structure.
- (d) That the new governance structure had been implemented, with the operations group overseeing the transition to ensure that the various elements of the transition plan were progressing.
- (e) That it had been confirmed that the visit from the Office for Standards in Education, Children's Services and Skills (Ofsted) would not occur during the 2012-13 summer term and that the visit was expected to take place during the autumn term of the 2013-14 academic year.
- (f) That Mr Ian Abbott, Director of the Institute, and Ms Kate Hughes, Chief Administrative Officer, had undertaken exceptional work over the past few weeks in support of the transition.

(by the Deputy Registrar)

- (g) That the EVLS was specific to the Warwick Institute of Education, linked to the current process.

RESOLVED:

That the gratitude of the Council be recorded to the Director and the Chief Administrative Officer of the Institute of Education for their support during the implementation of the changes.

107/12-13 Pro-Chancellor and Chair's Business

(a) Regulation 8 Governing the Regulations for First Degrees

REPORTED: (by the Pro-Chancellor)

That Chair's Action had been taken to confirm, on behalf of the Council, a change to Regulation 8 governing the Regulations for First Degrees, in response to a recommendation made to the University by the Office of the Independent Adjudicator (OIA) arising from its consideration of appeals and complaints pursued by Warwick Students through the OIA.

(b) \*Report from the Nominations Committee

CONSIDERED and ADOPTED, with the resolutions as set out below, a report from the meeting of the Nominations Committee on 24 June 2013, together with an oral report from the Deputy Registrar on the following items of business:

- (i) That the Council approve the following recommendations from the Nominations Committee:
  - A. That both Dame Fiona Caldicott and Mr Martin Temple be reappointed to the Council for a second three year term, from 1 August 2013 to 31 July 2016, noting that both had confirmed that they would be willing to serve for a further term.
  - B. That the Committee had recorded the concern of members in relation to the on-going need to address the issue of diversity of the Council and its Committees, recognising that any potential nominees must be able to commit the requisite time to the role, noting that members of the Council themselves might be best placed to identify potential nominees, and therefore members are encouraged to forward their suggestions to the Registrar and Chief Operating Officer, or the Deputy Registrar in his absence.
  - C. That in view of the potential for changes to be made to the existing committee structure during the next academic year as a result of the proposals being developed in response to the CER, those lay and academic members currently serving on committees of the Council be invited to retain their current memberships from the beginning of the 2013/14 academic year, the only exception being those cases where committee memberships are subject to nomination processes that are already in train.
- (ii) That Mr Patrick Dunne had accepted the invitation to serve as a member of the Council for a further year, from 1 August 2013 to 31 July 2014.
- (iii) That Ms Penny Egan was considering the invitation to serve as a member of the Council for a further year, from 1 August 2013 to 31 July 2014.
- (iv) That the identified gap in finance and accounting expertise was being addressed by the Nominations Committee.

(by the Pro-Chancellor)

- (v) That the Nominations Committee was reliant on members of the Council to identify potential nominees, and the support of members in addressing the diversity of committee membership.

(by the Pro-Vice-Chancellor for Research (Science and Engineering), Knowledge Transfer and Business Engagement)

- (vi) That, in addition to the gap in finance and accounting expertise amongst the lay members of the Council identified by the Nominations Committee, there was also a significant gap in the research knowledge of lay members of the Council, particularly in relation to Science, and it would be helpful if in time, a lay member with either corporate industrial research and development experience, or a research background be invited to join the Council.

RESOLVED:

- (i) That the recommendations as set out in minute 107b(i)/12-13 be approved.
- (ii) That the gap in applied scientific research expertise, amongst the lay membership of the Council, be acknowledged and forwarded to the Nominations Committee for further consideration.

NOTE: That Mrs P Egan subsequently confirmed her willingness to serve as a lay member of the Council for a further year, from 1 August 2013 to 31 July 2014.

- (c) Fact-Finding Visits to International Higher Education Institutions (HEIs) Proposal

CONSIDERED:

An oral report from the Pro-Chancellor on the proposal to undertake some fact-finding visits to international higher education institutions to benchmark and raise the University's profile.

REPORTED:

- (i) That the University operated in a global environment, in terms of comparator HEIs, major partnerships, and competition for faculty and students.
- (ii) That few members of the Council had recent first-hand experience of HEIs around the world.
- (iii) That the opportunity to visit international partner institutions had increased his insight and understanding of the HE context.
- (iv) That it was recommended that, within financial constraints, fact-finding visits be organised involving a cross-section of Council representation, noting that each member of the Council might be expected to undertake one or two visits during their term of office.

- (v) That the visits could also be used to raise the profile of the University and build relationships more widely, for example by contacting the appropriate British Embassy, and by arranging alumni meetings.

(by the Vice-Chancellor)

- (vi) That there was a need to gain a depth of understanding about the reality of international competition.
- (vii) That a visit to America could usefully include visits to 'ivy league' institutions to gain a sense of their scale and position, and in addition, state universities, along with some smaller specialist higher education institutions.

(by Mr J Higgins)

- (viii) That the suggestion was supported, and that he and other members of the Council might be able to augment such visits by brokering access to key organisations, particularly potential industrial partners and sponsors, such as technology laboratories.

(by Mr M Temple)

- (ix) That it would be helpful, if it could be delivered within time and cost constraints, if any programme could encompass visits to competitor institutions, rather than restricting engagement to partner organisations.

(by Ms V Cooke)

- (x) That it would be important to capture the knowledge and experience gained with tangible benefits to the University, particularly given different groups would be involved.

(by Mr N Sanders)

- (xi) That it was important that the delegation undertook some engagement as part of the visit to seek a broader view, for example by meeting with groups of students.

#### RESOLVED:

That the principle of the Council undertaking a limited number of international visits, within financial constraints, be approved, and that further exploratory work be undertaken, noting that careful planning would be required in order to take full advantage of the opportunities to extract value and share the knowledge gained.

#### 108/12-13 Senate Membership of the University Council

#### REPORTED:

- (a) That, in accordance with Ordinance 5 on the Procedure for the Appointment of Members of the Council by the Senate, the Registrar had written to members of the Senate to seek nominations for the appointment of three academic members of the Senate to membership of the Council for the period from 1 August 2013 through to 31 July 2016.

- (b) That the deadline for submission of nominations was Friday 28 June 2013.
- (c) That four nominations had been received and transmitted to the Senate and, therefore, in accordance with Ordinance 5 on the Procedure for the Appointment of Members of the Council Appointed by the Senate, Professor Christopher Hughes, Professor Simon Swain and Professor Peter Winstanley were deemed to be elected as three of the representatives of the Senate to the Council for the period 1 August 2013 through to 31 July 2016, noting that Professor Pam Thomas would continue her term of office as the fourth representative of the Senate to the Council during the 2013/14 academic year.

109/12-13 Vice-Chancellor and President's Business: University Strategy Refresh (paper C.62/12-13 refers)

REPORTED:

That following the University strategy refresh work that took place at Council on 15 May 2013, similar working groups had been convened with the Senate, the Senior Officers, the Heads of Departments and the Students' Union.

RESOLVED:

- (a) That those involved in the refresh of the University be thanked for their valuable contributions.
- (b) That the gratitude of the Council be expressed to the Deputy Registrar for her considerable work in support of the refresh of the University Strategy.

110/12-13 Vice-Chancellor and President's Business: Research Income (paper C.62/12-13 refers)

REPORTED:

- (a) That forecast research income was anticipated to rise to £101.4m in 2013/14, noting that this followed on, in part, from the major recruitments of academic staff during 2013 as part of the University's preparation for the Research Excellence Framework (REF).
- (b) That the average income per academic Full Time Equivalent (FTE) was also expected to increase during the 2013-14 academic year as the newly recruited academic staff established their research at the University.

(by the Pro-Vice-Chancellor for Research (Science and Engineering), Knowledge Transfer and Business Engagement))

- (c) That in addition to research growth generated by new appointments, many existing academic staff had also increased their research income, indicating that the strategic support that had been put in place was now delivering returns, particularly in relation to better alignment with major grant opportunities, and through the introduction of internal peer review of research applications.

111/12-13 Vice-Chancellor and President's Business: Destinations of Leavers from Higher Education (DLHE) (paper C.62/12-13 refers)

REPORTED:

- (a) That the University's DLHE figures showed substantial improvement, having moved to 15<sup>th</sup> place in the Russell Group of 24 over the last two years through a concerted effort, noting that a good DLHE result was important in protecting league table position.
- (b) That the University had introduced a series of measures to help students to gain employment, included offering internships and focused activity to deliver further targeted employability support.

112/12-13 Vice-Chancellor and President's Business: Comprehensive Spending Review (paper C.62/12-13 refers)

REPORTED:

- (a) That the cut to the budget for 2015-16 of 5.9 per cent for the Department for Business, Innovation and Skills (BIS) was not as severe as it could have been, noting that uncertainty remained beyond 2016, and that the budget for science research had retained its ring-fence, albeit that the impact of inflation over time would amount to a significant cut.
- (b) That there was still a requirement to cut £450m from the HEFCE budget, and that therefore there would have to be other cuts to the remaining teaching funding allocation, noting that there was little scope to do so without further detriment to threatened subjects.

(by Sir David Normington)

- (c) That the June 2013 report of the Institute for Public Policy Research (IPPR) Commission on the Future of Higher Education, chaired by the Vice-Chancellor, was to be recommended, with particular reference to the consideration of the future of University funding, noting that it was important in strategy discussions to be mindful of the wholesale change to the University funding environment.

113/12-13 Vice-Chancellor and President's Business: June 2013 Undergraduate Open Days (paper C.62/12-13 refers)

REPORTED:

- (a) That the University's undergraduate open days that took place on 21 and 22 June 2013 had been well received by potential students and their parents, noting that the increased involvement of existing students had brought an additional dynamism to the events.
- (b) That extensive travel arrangements had been put in place to support the Open Days including 'park and ride' facilities, and that the University was working with the Local Enterprise Partnership (LEP) and Coventry City Council (CCC) on improving the links between Coventry Railway Station and the University.

(by Ms T Elliott)

- (c) That it would be useful to consider data indicating the means of travel of visitors to University open days.

- (d) That the experience and expense of travelling to the University by public transport was of particular relevance in the context of widening participation, noting that students travelling without parents would be more likely to use public transport in order to attend open days.

RESOLVED:

That relevant data captured in relation to the means of travel of visitors to University open days be shared with the Council.

114/12-13 Vice-Chancellor and President's Business: Monash-Warwick Alliance Appointments  
(paper C.62/12-13 refers)

REPORTED:

- (a) That the first three joint research appointments had been made under the Monash-Warwick Alliance, noting that it was believed that the joint nature of the appointments was a particularly attractive feature in recruiting the candidates.
- (b) That Professor Ed Byrne had been the guest of honour at a Council, Senate and Heads of Department Dinner that was held at the University on 4 July 2013, and that thanks be expressed to those members of the Council who had attended.
- (c) That Monash University remained committed to the Alliance notwithstanding the recent announcement of the appointment of Professor E. Byrne to the position of Principal and President of Kings' College London, and that the advertisement for the new Vice-Chancellor of Monash University would refer to the Alliance, with the Vice-Chancellor and President of the University of Warwick being invited to be a member of the interview panel.

115/12-13 Vice-Chancellor and President's Business: Occupation of Senate House (paper C.62/12-13 refers)

REPORTED:

- (a) That the Council Chamber in Senate House had been occupied by approximately 20 students for 8 days in June 2013 in support of the national campaign opposing the perceived marketisation of higher education.
- (b) That the level of disruption to the University had been significant given the need to temporarily close the Postgraduate Hub, and the additional cost of security during the occupation.
- (c) That the safety and well-being of the students involved in the protest had been the primary concern of the University's senior management team during the occupation, and that some of the actions of the protestors had posed a safety risk.
- (d) That there was a marked change in the nature of this protest compared with protests in recent years given this protest involved unlawful occupation.
- (e) That the students protesting had not been willing to recognise or negotiate with the Students' Union (SU) as a body that could represent their views.

(f) That the University was reviewing its regulation regarding the booking of rooms to ensure the implication of unlawful action are made clear.

(g) That it was possible that the campaign at national level would be on-going given it was a campaign against the present Government's policies.

(by Mr N Swain)

(h) That while the majority of students were engaged with the SU there were students who by-passed the SU, as had occurred with this group.

(by Mr B Sundell)

(i) That a student representative should be involved in the review of the regulations.

116/12-13 Vice-Chancellor and President's Business: Recent Activities (paper C.62/12-13 refers)

RECEIVED:

An oral report from the Vice-Chancellor outlining significant recent engagements of the senior management team of the institution.

117/12-13 Vice-Chancellor and President's Business: Summer Degree Ceremonies (paper C.62/12-13 refers)

REPORTED:

(a) That the University would hold the Summer Degree Ceremonies during the week commencing 15 July 2013, and that all members of the Council were invited to attend the ceremonies, together with the Honorary Graduates' Dinner.

(by the Pro-Chancellor)

(b) That members of the Council were encouraged to attend at least one degree ceremony as the occasion was a visible reminder of this important celebration of the achievements of students and the work of the University.

118/12-13 Visits to Academic Departments

REPORTED: (by Mr M Temple)

(a) That the visit to the Materials and Analytical Sciences (MAS) building, organised as part of the events surrounding this meeting of the Council provided members of the Council with an excellent opportunity to see the impressive work undertaken by the departments of Chemistry and Physics.

(b) That attendance had been disappointing and that despite busy diaries, members of the Council should make every effort to attend such events.

(by the Treasurer)

(c) That a repeat visit to MAS should be scheduled for the 2013-14 academic year, noting that the MAS building demonstrated the translation of strategy into reality.

- (d) That the enthusiasm with which globally renowned scientists articulated their work, in layman's terms, was particularly impressive.

(by Ms T Elliott)

- (e) That longer term planning in order to give sufficient notice to members, would facilitate attendance.

RESOLVED:

- (a) That a letter expressing the gratitude of the Council be sent to the academic colleagues involved in organising and leading the tour of the MAS building.
- (b) That a further tour be organised to the MAS building during the 2013-14 academic year.

119/12-13 Deputy Registrar's Business: Appointment of Director of Human Resources

REPORTED:

That Gillian McGrattan had joined the University from National Savings and Investments as the Director of Human Resources in June 2013, thus completing the Senior Officer team.

120/12-13 Deputy Registrar's Business: Key Performance Indicators (KPIs)

REPORTED:

That as part of the refresh of the University Strategy, it was proposed that the format of the KPIs be changed to reflect the University's Strategy, noting that the additional financial sustainability reporting requirements for the HEFCE would also be encompassed in this work.

121/12-13 Deputy Registrar's Business: Information Technology (IT) Risk

REPORTED:

- (a) That the University had recently been the victim of a hacking attack of its IT system, and that the mitigating action taken by the University's IT Incident Management Team was swift with positive results.
- (b) That the University had sought advice from a professional organisation that specialised in the prevention of IT system security breaches, via the Centre for the Protection of National Infrastructure (CPNI).
- (c) That the University had locked down its IT systems and implemented a University-wide IT log-in password re-set, and that it was believed that as a result the attempted breach had not progressed.
- (d) That the University was in the process of rolling out a new information security framework.

122/12-13 Council Effectiveness Review (CER) (minute 82/12-13 refers)

CONSIDERED:

A summary report that outlined the current progress of the CER, together with an oral update from the Deputy Registrar (C.63/12-13).

REPORTED:

That good progress had been made against the four strands of activity, with changes to the constitution of the Council being on track, the work on operational effectiveness delivering results, and that further work was planned over the summer period in relation to enhancing the profile of the Council.

123/12-13 Report from the Senate

CONSIDERED and ADOPTED, with the resolutions as set out below, a report on selected items considered at the meetings of the Senate held on 12 June 2013 and 2 July 2013 (C.64/12-13, tabled at the meeting), together with an oral report from the Vice-Chancellor on the following items of business:

- (a) Quality Assurance Agency (QAA) IREN!

REPORTED:

That the Senate had received the review report from the QAA (S.41/12-13), together with an oral report from the Pro-Vice-Chancellor for Education (Quality and Standards), noting that the recommendations suggested by the University had been incorporated by the QAA, and that the University was in the process of addressing the few recommendations arising.

- (b) Freedom of Information: Pre-Publication Research Exemption

REPORTED:

- (i) That the Senate had considered a report from the Steering Committee (S.54/12-13) in which it was reported that Clause 19 of the Intellectual Property Bill amended the Freedom of Information Act 2000 to create a new, qualified, exemption for pre-publication research.
- (ii) That the Clause made clear that the exemption required that disclosure of the information would be prejudicial to the interests of the research programme, an institution or individual undertaking it, or an individual participating in it.
- (iii) That the Steering Committee noted that premature publication through FOI requests of information and data from research programmes could harm the quality and reputation of UK research and undermine its competitive position, as well as discourage research partnerships with commercial and charitable bodies.

(c) Admissions, Recruitment and International Update

**REPORTED:**

- (i) That the University was prepared for the A Level results day on 15 August 2013 and had put in place a larger team to support this activity compared to previous years.
- (ii) That the University had developed a targeted print and online advertising campaign to support the Clearing period.

(by Ms T Elliott)

- (iii) That it was important that the University ensured that any advertising campaign linked with the University's activities on social media such as Twitter and Facebook.

**RESOLVED:**

That the advertisements for the recent targeted advertising campaign be circulated to members of the Council.

(d) Business Relations Update

**REPORTED:**

That Dr Allyson Reed had recently taken up the position of Director of Corporate Relations and that this appointment would significantly strengthen the University's capability in the business relations area.

(e) Review of the Graduate School

**REPORTED:**

That further work would be undertaken on the report on the review of the Graduate School before any outcomes were reported to the Council.

- (f) 2013-14 Budget and the Provisional University Financial Plan 2013
- (g) Update on the Warwick Institute of Education (WIE)
- (h) University Strategy Review
- (i) University Widening Participation Strategy
- (j) Representation of the Senate on the Council
- (k) Appointment of the Non-Academic Member to the Council
- (l) Representation of the Assembly on the Senate
- (m) League Table Performance
- (n) Warwick Awards for Teaching Excellence
- (o) Lister Research Prize Fellowship 2013
- (p) 2013 Orwell Prize
- (q) Global Universities Summit
- (r) Students' Union Achievements
- (s) HEFCE Recurrent Grant Allocations
- (t) Appointment of Director of Human Resources
- (u) USS Covenant Assessment
- (v) Report from the Academic Staff Committee
- (w) Proposed Amendments to Regulation 23 on Student Disciplinary Regulations
- (x) Regulation 8, 37 and 38 – Appeals: Scope of Preliminary Review Panels
- (y) Revisions to Regulation 8.10

- (z) Postgraduate Taught Examinations Conventions
- (aa) Collaborative Course Proposals
- (bb) Student Academic Complaints Procedure
- (cc) Discontinuation of the “50 per cent Rule”
- (dd) Harmonisation of the First Year Board of Examiners’ Conventions
- (ee) Undergraduate Degree Classification Conventions
- (ff) Good Practice Guide on Monitoring Student Attendance and Progression
- (gg) Joint Report from the Boards of the Faculties of Art, Medicine, Social Sciences and Science
- (hh) Report from the University Health and Safety Executive Committee
- (ii) Revisions to University Ordinance 14 on Honorary Degrees
- (jj) Revisions to University Ordinance 7 on the Constitution of the Boards of the Faculties
- (kk) Proposed Amendments to University Ordinances 7 and 8, and Regulations 2, 8 and 9
- (ll) Apprenticeships Policy
- (mm) Report from the Information Policy and Strategy Committee (IPSC)
- (nn) Report from the Research Committee
- (oo) Role of Deputy Vice-Chancellor
- (pp) Conferral of Title of Emeritus Professor
- (qq) Proposed 2013-14 Dates for Meetings of the Senate and Term Dates to 2023-24
- (rr) Student and Alumni Deaths
- (ss) Summer Degree Congregation.

**RESOLVED:**

- (a) That the proposed revisions to Regulation 4(10), as set out in Appendix A of paper S.55/12-13, available online (Item 21), be confirmed.
- (b) That the proposed amendments to Regulations 37.5 and 38 to bring them into line with changes previously approved to Regulation 8 with respect to the consideration given to student appeals by Preliminary Review panels, as set out in paper BGS 86/12-13, appended to paper S.56/12-13 {Part 1}, available online (Item 24), be confirmed.
- (c) That the proposed revisions to Regulation 8.10, as set out under item 5 of paper S.56/12-13 {Part 2}, available online (Item 25), be confirmed.
- (d) That the recommendation from the Senate that the membership of the University Health and Safety Executive Committee be amended so that the Registrar might delegate the authority to Chair the Committee to a nominee (Item 34), be approved.
- (e) That the new University Apprenticeships Policy, as set out in paper S.65/12-13, available online (Item 38), be approved.

124/12-13 \*2013-14 Budget and the Provisional University Financial Plan 2013-2017

**CONSIDERED:**

A paper regarding the University draft Financial Plan for the four years ending 31 July 2017 and the 2013-14 Budget as recommended by the Finance and General Purposes Committee and the Senate (C.65/12-13), together with an oral report and presentation from the Group Finance Director.

REPORTED: (By the Group Finance Director)

That the financial plan, as presented in paper C.65/12-13 was compliant with the requirements of the HEFCE and the University's banking covenants.

(by the Pro-Chancellor)

That the financial plan as presented represented an appropriate balance between ambition and realism, and that he commended the team responsible for developing the plan.

RESOLVED:

That the 2013/14 budget and the provisional University Financial Plan for the period 2013-2017, together with the annual financial return to the HEFCE, be approved for submission to the HEFCE by 31 July 2013.

125/12-13 University Risk Update – Summer Term

CONSIDERED:

A summary update risk report for the University, inclusive of relevant sections of the University Risk Register (C.66/12-13), together with an oral update from the Deputy Registrar.

REPORTED: (by the Deputy Registrar)

- (a) That the Council were invited to note the full risk register, noting that the Steering Committee had highlighted the following key risks:
  - (i) Surplus generation;
  - (ii) Student recruitment; and,
  - (iii) Pension scheme valuation.
- (b) That cross thematic work had been undertaken in relation to risk management, as part of the financial planning round.
- (c) That a new Risk Management Strategy and Framework (RMSF) was in the process of being developed and the revised RMSF would be brought to the Council for consideration in the autumn term of the 2013-14 academic year.

RESOLVED:

That the risk status report for the summer term of the 2012-13 academic year be approved.

126/12-13 University Widening Participation Strategy

CONSIDERED:

A report on the University's Widening Participation Strategy (C.67/12-13), together with an oral report from the Pro-Vice-Chancellor for Education (Innovation, Widening Participation and Employability).

**REPORTED:** (by the Pro-Vice-Chancellor for Education (Innovation, Widening Participation and Employability)

- (a) That six inter-related objectives had been drawn together in the University's Widening Participation Strategy document, noting that there had been strong engagement in the development of the strategy by the Faculty Chairs, academic departments, the University's central service teams and the SU.
- (b) That the strategy had been through an extensive internal review process that had resulted in a more coherent strategy and monitoring processes being developed, noting that the aim of this institution-wide approach was to ensure that resources targeted at widening participation were efficiently and effectively directed towards the achievement of the six identified objectives, and that the strategy was grounded in teaching and research excellence.
- (c) That the engagement with schools would start at year seven with a view to encouraging their progression to University following year thirteen.
- (d) That the University sought to attract and recruit the most talented potential applicants whatever their background, and a key aim of this strategy was to therefore inspire and support individuals to achieve the high standards required to thrive in the community of the University and the wider world.

(by Ms T Elliott)

- (e) That everyone that contributed to the development of the strategy should be commended and that it was encouraging to see the breadth and depth outlined in the strategy document.
- (f) That the specific targets and timeline for achievement should be clearly articulated in summary form.

(by Mr N Sanders)

- (g) That the strategy was exemplary, noting however that there appeared to be some variability in the practice at the individual department level, and that it would be helpful to identify and share the good practice of those exemplary academic departments, and to track progress at the individual department level.

(by Sir David Normington)

- (h) That this was an exceptionally important strategy for the University and that rapid progress should be made to achieve widening participation targets, noting that the Council would do all that it could to support the implementation and realisation of the strategy.

**RESOLVED:**

- (a) That the University Widening Participation Strategy be approved.
- (b) That a summary of targets and expected outcomes be provided to the Council for consideration as a matter arising at its next meeting.

127/12-13 \*Report from the Finance and General Purposes Committee (FGPC)

CONSIDERED and ADOPTED, a report from the meetings of the Finance and General Purposes Committee held on 21 May 2013 and 24 June 2013 (C.65/12-13 {restricted}), together with an oral report from the Treasurer, Mr Keith Bedell-Pearce, and the Group Finance Director on the following items of business:

- (a) National Automotive Innovation Campus (NAIC).

REPORTED: (by the Treasurer)

That whilst developments on the NAIC building were progressing well it was believed that the Heads of Terms for the NAIC contractual negotiations with the partners should be based around a number of key principles.

RESOLVED:

That the core principles underpinning the contractual negotiations be endorsed and approved.

128/12-13 \*Report from the Audit Committee

CONSIDERED and ADOPTED, a report from the meeting of the Audit Committee held on 26 June 2013 (C.69/12-13 {restricted}), together with an oral report from the Chair of the Audit Committee, Mr John Higgins.

REPORTED:

That the Annual Risk Report formed part of the evidence that the Audit Committee relies upon when assuring the Council in relation to the adequacy and effectiveness of the University's arrangements for risk management, control and governance.

RESOLVED:

That the Annual Risk Report for 2012-13 be approved as set out in paper C.69/12-13.

129/12-13 Report from the University Health and Safety Executive Committee

CONSIDERED and ADOPTED, with the resolution as set out below, a report from the meeting of the University Health and Safety Executive Committee held on 13 June 2013 (C.70/12-13).

- (a) Annual Health and Safety Report and Way Forward
- (b) University Health and Safety Committee
- (c) University Genetic Modification and Biosafety Committee
- (d) Evacuation Strategy Options
- (e) Health and Safety Audits.

RESOLVED:

That the Annual Health and Safety Report for 2012 and the Forward Strategy for 2013 to 2015 be approved.

130/12-13 Annual Report from the Equality and Diversity Committee

CONSIDERED and ADOPTED the Annual Report for 2012-13 on the work of the Equality and Diversity Committee (C.71/12-13), together with an oral report from the Pro-Vice-Chancellor for Education (Innovation, Widening Participation and Employability).

REPORTED:

- (a) That all Science departments had applied for the Athena SWAN award, and that consideration was being given to extending a version of the initiative across the Social Sciences and Humanities, noting that the Economic and Social Research Council (ESRC) were funding a small project in this area, and that this dovetailed with work being undertaken by the Equality Challenge Unit.

(by Mr N Sanders)

- (b) That the Audit Committee had been considering sources of assurance to the Council, and as this was an assurance report, it might be helpful to include benchmarking KPI's in the report.

(by the Pro-Chancellor)

- (c) That such KPI's could be included in the dashboard reports being developed.
- (d) Increased focus on Equality and Diversity in 2012-13
- (e) HR Excellence in Research Award
- (f) Stonewall
- (g) Higher Education Statistics Agency (HESA) Data Collection
- (h) Equality Objectives for the University
- (i) HESA Performance Indicators 2012: Participation of Students in Receipt of Disabled Students' Allowance (DSA)
- (j) Equality and Diversity Training
- (k) Departmental Disability Contacts
- (l) Interest Groups
- (m) Senior Womens' Network Group
- (n) Legislation and External Benchmarking
- (o) Research Council UK (RCUK) Equality and Diversity Statement
- (p) External Networks
- (q) Future Plans.

131/12-13 Awards and Distinctions

RECEIVED:

A paper that set out the awards and distinctions that had been conferred on members of the University since the meeting of Council held on 15 May 2013 (C.72/12-13).

132/12-13 Report from the Building Committee

RECEIVED:

A report from the meeting of the Building Committee held on 14 June 2013 (C.73/12-13).

- (a) National Automotive Innovation Campus (NAIC)
- (b) Campus Development Plan and Village Centre
- (c) Warwick Business School Phase 3B
- (d) Environment and Amenities Committee
- (e) Capital Planning and Accommodation Review Group
- (f) Carbon Challenge Group
- (g) Finance and Capital Projects Group.

133/12-13 Report from the Intellectual Property (IP) Committee

RECEIVED:

A report from the meeting of the Intellectual Property Committee held on 8 May 2013 (C.74/12-13).

- (a) IP Operating Agreement with Monash University
- (b) Warwick Analytical Measurement Services (WAMS)
- (c) Awareness of IP Policies in Postgraduate Research
- (d) Use of Research Notebooks.

134/12-13 Future Meeting Dates of the University Council, timetable for Council Committees and Term Dates

CONSIDERED:

A list of proposed dates of future meetings of the University Council for the academic years 2013/14 to 2015/16 and University term dates until 2023/24 (C.75/12-13).

RESOLVED:

- (a) That the list of proposed dates of future meetings of the University Council for the academic years 2013/14 to 2015/16 be noted.
- (b) That the University term dates for the academic year 2023/24 be approved.

135/12-13 Register of Members' Interests

REPORTED:

That a copy of the Register of Interests of members of the University Council was available from the Deputy Registrar's Office and that the University would be writing to each of those members of the Council who would continue to serve in 2013/14 to update existing information on their interests.

136/12-13 Amendments to University Ordinances

CONSIDERED:

- (a) For the first time, proposed amendments to University Ordinance 5 on the Appointment of Members of the Council Appointed by the Senate, as noted by the Senate (C.76/12-13).
- (b) For the first time, proposed amendments to University Ordinance 7 on the Constitution of the Boards of the Faculties, as noted by the Senate (C.77/12-13).

- (c) For the first time, proposed amendments to University Ordinance 8 on the Sub-Faculties, as noted by the Senate (C.77/12-13).
- (d) For the second time, proposed amendments to University Ordinance 7 on the Constitution of the Boards of the Faculties, as approved by the Senate (C.78/12-13).
- (e) For the second time, proposed amendments to University Ordinance 14 on Honorary Degrees, as approved by the Senate (C.79/12-13).

RESOLVED:

- (a) That the proposed amendments to University Ordinance 5 on the Appointment of Members of the Council Appointed by the Senate, as noted by the Senate and set out in paper C.76/12-13, be approved for the first time.
- (b) That the proposed amendments to University Ordinance 7 on Constitution of the Boards of the Faculties as noted by the Senate and set out in paper C.77/12-13, be approved for the first time.
- (c) That the proposed amendments to University Ordinance 8 on the Sub-Faculties as noted by the Senate and set out in paper C.77/12-13, be approved for the first time.
- (d) That the proposed amendments to University Ordinance 7 on Constitution of the Boards of the Faculties as approved by the Senate and set out in paper C.78/12-13, be approved for the second time.
- (e) That the proposed amendments to University Ordinance 14 on Honorary Degrees as approved by the Senate and set out in paper C.79/12-13, be approved for the second time.

#### 137/12-13 Amendments to University Regulations

CONSIDERED:

Proposed amendments to the following University regulations, as recommended by the Senate:

- (a) University Regulation 2 governing Committee Elections (C.77/12-13).
- (b) University Regulation 8 governing the Regulations for First Degrees (C.77/12-13).
- (c) University Regulation 9 governing Constitutions of Boards of Examiners (C.77/12-13).

RESOLVED:

- (a) That the proposed amendments to University Regulation 2 governing Committee Elections be confirmed.
- (b) That the proposed amendments to University Regulation 8 governing the Regulations for First Degrees be confirmed.
- (c) That the proposed amendments to University Regulation 9 governing Constitutions of Boards of Examiners be confirmed.

138/12-13 Strategic Topic for Discussion: Update on the refresh of the University Strategy

Note:

- (a) That for this agenda item, members and attendees of the Council were invited to consider the strategy brown papers, noting the inclusion of additional narrative summaries of the discussions held to date.
- (b) That members of the Council together with Senior Officers invited to this element of the meeting of the Council were asked to identify:
  - (i) Emergent risks;
  - (ii) Cross-cutting themes;
  - (iii) Anything that was not covered in one of the presentation boards.
- (c) That as the discussions held were part of an iterative process that would culminate in a rewrite of the University Strategy, formal minutes of the small groups discussions were not taken.

As at 3 October 2013