

UNIVERSITY OF WARWICK

COUNCIL

Minutes of the meeting of the Council held on 15 May 2013

Present: Sir George Cox (Pro-Chancellor and Chair), Mr K Bedell-Pearce (Treasurer), Professor A Caesar (Pro-Vice-Chancellor for Alumni Engagement and Warwick's 50th Birthday), Dame Fiona Caldicott, Ms V Cooke, Professor S Croft (Pro-Vice-Chancellor for Research (Arts and Social Sciences)), Ms T Elliott, Professor S Hand, Ms V Heywood, 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, Professor K Lamberts (Deputy Vice-Chancellor), Mr C March, Professor A Muthoo, Sir David Normington, Mr N Sanders, Mr N Swain, Professor M Taylor, Professor Sir John Temple, Mr M Temple, Professor P Thomas, Professor N Thrift.

Apologies: Dr R Chung, Mr J Higgins, Mr G Howells.

In Attendance: Ms R Drinkwater (Group Finance Director), Dr M Glover (Academic Registrar), Mrs P Glover (Head of Institutional Governance Services), Mrs C Henrywood (Assistant Registrar), Ms J Horsburgh (Deputy Registrar), Mr K Sloan (Registrar and Chief Operating Officer), Mr R Wilson (Director of Estates).

73/12-13 Minutes

RESOLVED:

That the minutes of the meeting of the Council held on 21 February 2013 be approved.

74/12-13 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.

RESOLVED:

That no conflicts of interest be recorded.

75/12-13 Pro-Chancellor and Chair's Business

REPORTED:

- (a) That the previous evening's programme had provided the opportunity for much engaged discussion, and that thanks be expressed to Council members for committing their time in this way.

- (b) That Professor Koen Lamberts be congratulated on his appointment to the position of Vice-Chancellor at the University of York and that Professor Jackie Labbe also be congratulated on her appointment to the position of Pro-Vice-Chancellor for the Arts and Humanities at the University of Sheffield, noting that their efforts on behalf of the University of Warwick had been much appreciated by the University Council.

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

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED:

A report that summarised the progress of and recommendations from the Warwick Institute of Education Implementation Group (C.43/12-13 {restricted}), together with an oral report from the Registrar and Chief Operating Officer, Deputy Registrar, the Pro-Vice-Chancellor for Research (Arts and Social Sciences) and the Group Finance Director.

77/12-13 Vice-Chancellor and President's Business: Finances (paper C.44/12-13 refers)

REPORTED:

- (a) That the HE sector faced substantial cuts to the BIS budget combined with a freeze on the fees for undergraduate home/EU for at least five years, noting that this would translate into a 20 per cent cut in the home/EU fees over a five-year period.
- (b) That in light of changes to publically funded teaching there was a need to ensure that the University's annual surplus was in the range of 5-7 per cent in order to generate sufficient funding internally, noting that:
 - (i) In relation to expenditure, the University was already seeking opportunities to reduce expenditure or make it more effective through a review of scholarships and awards expenditure, administration costs across the whole University, the integration of technology platforms, non-capitalised equipment spend, sales and marketing expenditure, a further procurement review, and a general review of all cost lines greater than £4m across the institution.
 - (ii) In relation to income generation, the University had recently appointed business development, marketing and branding Directors to assist with the achievement of the goal of increasing the University's income, noting that the level of enthusiasm and commitment shown by staff at the recent Campus and Commercial Group Awards ceremony had been impressive.
 - (iii) A major review of Development and Alumni Relations was underway, part of the purpose being to ensure that departing students started to get into the habit of giving to the University.

RESOLVED:

That one or two lay members of the Council be invited to the Campus and Commercial Group Awards ceremony dinner in 2013/14.

78/12-13 Vice-Chancellor and President's Business: Student Experience (paper C.44/12-13 refers)

REPORTED:

- (a) That the University must ensure that the student experience meets students' expectations whilst also remembering that we are, and must continue to be, a research-intensive university.
- (b) That whilst it was recognised that it was a difficult balancing act for staff to give a positive student experience whilst also concentrating on their research, each member of staff should consider their own impact on the student experience as the small interactions with students matter, and that consistency of service across the University, whilst hard to achieve, was important.
- (c) That in support of this, the University had introduced a range of measures that included a mandatory four-week turnaround time for marking, the development of some new study spaces, the most recent space opening in the Rootes building, and two Pro-Vice-Chancellors being given the responsibility for Education.

79/12-13 Vice-Chancellor and President's Business: Research (paper C.44/12-13 refers)

REPORTED:

- (a) That the University needed to continue to increase its research income, even after the current successful year.
- (b) That the University had won two Fellowships of the Royal Society, one in Mathematics and the other in Statistics.
- (c) That a series of visits to academic departments be organised around the next few meetings of the Council in order to enable members of the Council to see research in action.

RESOLVED:

That a series of visits to see research in action be arranged for lay members around the forthcoming meetings of the Council, noting that the first visit would be to the Materials and Analytical Science (MAS) building.

80/12-13 Vice-Chancellor and President's Business: Achievements and Awards (paper C.44/12-13 refers)

REPORTED:

- (a) That the University had gained Athena SWAN status in the School of Engineering, Life Sciences, Warwick Medical School and the Department of Chemistry.
- (b) That the University had been ranked 8th in the Good University Guide for 2013, down two but still in the top ten, noting below the University's rankings by subject against the latest QS World University Rankings:
 - (i) History 16th
 - (ii) Economics 19th

- (iii) Mathematics 23rd
- (iv) Politics 23rd
- (v) Sociology 23rd
- (vi) Modern Languages (French / German / Italian) 26th
- (vii) English 30th
- (viii) Statistics 30th
- (ix) Law 36th
- (x) WBS (Accounting and Finance) 40th.

- (c) That the Global Universities Summit was to be hosted by the University and held in London, in alignment with the G8 meeting on 28 to 30 May 2013.

81/12-13 Vice-Chancellor and President's Business: Recent Activities (paper C.44/12-13 refers)

RECEIVED:

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

82/12-13 Registrar and Chief Operating Officer's Business: Council Effectiveness Review (minute 53/12-13 refers)

REPORTED:

That the Effectiveness Review of the Council was on-going and that a substantive update in relation to the operation of the committees of the Council would be provided for consideration by Council at its meeting of 10 July 2013.

83/12-13 Registrar and Chief Operating Officer's Business: University Strategy Re-write

REPORTED:

That the revision of the University Strategy was in progress, noting that the input of the Council would be sought during break-out sessions to immediately follow the current meeting, and that the final University Strategy would be presented for consideration by the Council in the Autumn Term 2013.

84/12-13 Registrar and Chief Operating Officer's Business: Establishment of a University Branch Office in Singapore

REPORTED:

- (a) That in order to establish a University Branch Office in Singapore, the University had been requested to provide evidence of the status and standing of the members of the University's Council through the confirmation of residential addresses and scanned copies of passports, noting that this information would be retained by the University for future use, on the approval of members.

- (b) That any implications for members of the Council in relation to the establishment of the Branch Office would be confirmed to members in due course.

RESOLVED:

That members of the University's Council be asked to confirm their current residential address and to supply a scanned copy of their passport to the Registrar and Chief Operating Officer, noting that the University would confirm any implications of the establishment of the Branch Office for members of the Council in due course.

85/12-13 Appointment of a New Deputy Vice-Chancellor

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That the vacancy would be advertised in the immediate future, with the intention of being in a position to recommend the proposed appointee to the Council no later than September 2013.
- (b) That the key responsibility of the Deputy Vice-Chancellor was to lead on the academic development of the University.
- (c) That following the previous approval by the Council of supplementary titles for the Vice-Chancellor, Deputy Vice-Chancellor and Registrar, it was proposed that the Deputy Vice-Chancellor post be advertised as "Provost."
- (d) That there was no requirement to reflect the proposed change of title in Statute in advance of the process as the post holder would be appointed in accordance with the existing Statutes for academic staff, however the new title would be reflected in the Governing Instruments when they were reviewed in due course.

RESOLVED:

That the change to the title of the role from 'Deputy Vice-Chancellor and Provost' to 'Provost' be approved.

86/12-13 Report from the Senate

CONSIDERED and ADOPTED, with the resolutions as set out below, a report on selected items considered at the meeting of the Senate held on 24 April 2013 (C.45/12-13):

- (a) QAA IRENI
- (b) Open Access Publishing
- (c) Report from the Warwick Institute of Education Implementation Group
- (d) Revisions to University Ordinances
- (e) Report from the Honorary Degrees Committee: Revocation of Honorary Degrees
- (f) University Strategy Review
- (g) Research Excellence Framework (REF)
- (h) Admissions Update
- (i) Destinations of Leavers from Higher Education (DLHE) Results
- (j) Research Grants and Contracts
- (k) Senior staff updates
- (l) Conferral of Title of Emeritus Professor

RESOLVED:

- (a) That the recommendations relating to the proposals put forward by the Warwick Institute of Education Implementation Group (minute 75/12-13 also refers) be approved.
- (b) That the draft University Open Access Policy be approved.
- (c) That the proposed amendments to Regulation 20 on the Selection of Honorary Graduands be confirmed.
- (d) That the report from the meeting of the Senate on 24 April 2013 (C.45/12-13, attached) be noted.

87/12-13 *Report from the Nominations Committee

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED:

A report from the meeting of the Nominations Committee on 14 May 2013 (C.46/12-13), together with an oral update from the Registrar and Chief Operating Officer.

88/12-13 *Report from the Finance and General Purposes Committee

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED:

A report from the meeting of the Finance and General Purposes Committee on 14 March 2013 by correspondence (C.47/12-13{Parts 1{restricted} and 2})), together with an oral update from the Treasurer, Mr Keith Bedell-Pearce.

89/12-13 *Report from the Audit Committee

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED:

A report from the meeting of the Audit Committee held on 16 April 2013 (C.48/12-13{restricted}), together with an oral report from Mr Nick Sanders on behalf of the Chair of the Audit Committee.

90/12-13 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 6 March 2013 (C.49/12-13{restricted} and appendix A).

- (a) Membership of the University Health and Safety Executive Committee (UHSEC)
- (b) Effectiveness Review
- (c) University Health and Safety Committee (UHSC)
- (d) University Genetic Modification and Biosafety Committee (GMBSC).

RESOLVED:

That the proposed amendment to the membership of the University Health and Safety Executive Committee be approved.

90/12-13 University Current Risk Update – Spring Term

CONSIDERED:

A summary report outlining the current risk status for each of the key risks of the University together with relevant sections of the University Risk Register (C.50/12-13).

RESOLVED:

That the risk status summary report be approved as set out in paper C.50/12-13.

91/12-13 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 21 February 2013 (C.51/12-13).

92/12-13 Student Members of the Council

REPORTED:

That Mr Ben Sundell, former Politics and Sociology undergraduate student and current Welfare and Campaigns Officer for the Students' Union had been elected President of Warwick Students' Union for the academic year 2013/14 and that Mr Cosmo March, current student member of University Council, had been re-elected as Democracy and Development Officer, and hence would retain his seat on the Council for the academic year 2013/14.

93/12-13 Report from the Building Committee

RECEIVED:

A report from the meeting of the Building Committee held on 8 March 2013 (C.53/12-13).

- (a) Finance and Capital Projects
- (b) National Automotive Innovation Campus (NAIC)
- (c) Campus Development Plan and Village Centre
- (d) Capital Planning and Accommodation Review Group
- (e) Quality of the University's Estate
- (f) Maintenance Report
- (g) Carbon Challenge Group
- (h) 2012 Traffic Count and Staff and Student Travel Survey.

94/12-13 Report from the Equality and Diversity Committee

RECEIVED:

A report from the meeting of the Equality and Diversity Committee held on 12 February 2013 (C.54/12-13).

- (a) Athena SWAN
- (b) HESA Performance Indicators 2012 (Disability)
- (c) RCUK Equality and Diversity Statement
- (d) Staff Statistics Report: Equality Monitoring 2011/12
 - (i) Equity Analysis on Merit Pay 2011/12
 - (ii) Staff Statistics Report.
- (e) HR Excellence in Research Award
- (f) Equality and Diversity Training
- (g) Stonewall.

95/12-13 Report from the Intellectual Property Committee

RECEIVED:

A report from the meetings of the Intellectual Property Committee held on 19 September 2012 and 4 February 2013 (C.55/12-13).

- (a) University Intellectual Property Policy
- (b) E-learning materials
- (c) Strategic Partners' Access to Background IP
- (d) Use of Laboratory Notebooks in Research
- (e) Monash University Intellectual Property Revenue Share
- (f) 2012 Report on Warwick Ventures Ltd.

96/12-13 Report from the Research Governance and Ethics Committee

RECEIVED:

A report from the meeting of the Research Governance and Ethics Committee held on 14 February 2013 (C.56/12-13).

- (a) Membership of the Committee
- (b) Universities UK Research Integrity Concordat
- (c) Harmonisation of Biomedical and Scientific Research Ethics Committee and Humanities and Social Science Research Ethics Committee Ethics Application Forms
- (d) Student non-compliance with ethics processes
- (e) Warwick-Monash Joint PhD Ethical Approval process
- (f) Update on actual and potential cases of research misconduct
- (g) Report from the Biological Research Ethics Committee.

97/12-13 Amendments to University Ordinances

CONSIDERED:

- (a) 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.57/12-13).

- (b) For the first time, proposed amendments to University Ordinance 14 on Honorary Degrees, as noted by the Senate (C.58/12-13).
- (c) For the second time, proposed amendments to University Ordinance 17 on Parking and Traffic in the University, as approved by the Senate (C.59/12-13).

RESOLVED:

- (a) 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.57/12-13, be approved for the first time.
- (b) That the proposed amendments to University Ordinance 14 on Honorary Degrees as noted by the Senate and set out in paper C.58/12-13, be approved for the first time.
- (c) That the proposed amendments to University Ordinance 17 on Parking and Traffic in the University as approved by the Senate and set out in paper C.59/12-13, be approved for the second and final time.

98/12-13 Strategic Topic: University Strategy Revision

Note:

- (a) That for this agendum item, members and attendees of the Council were invited to participate in small working groups to consider the strategy revision themes as outline in the presentation given by the Deputy Registrar (C.52/12-13, tabled).
- (b) 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 July 2013