

UNIVERSITY OF WARWICK

COUNCIL

Minutes of the meeting of the Council held on Wednesday 19 March 2008

Present: Mr J Leighfield (Chair), Professor S Bassnett, Professor L Bridges, Professor A Caesar, Professor Y Carter, Sir George Cox, Professor J Davey, Mr M Greenlees, Mr J Higgins, Professor R Higgott, Professor K Lamberts, Professor R Lindley, Professor S B Palmer, Mr A Rivett, Mr N Sanders, Professor Sir John Temple (from item 77/07-08), Professor N Thrift, Professor M Whitby, Mr B Woods-Scawen, Professor V Zammit.

Apologies: Mr R Chung, Mr P Dunne, Mrs P Egan, Ms D Foster, Mr D Holmes, Mr J Kirby, Mr G Lyons, Mr K Muthalagappan, Professor M Smith, Miss R Thorne, Mr P Varney, Director of Estates.

In Attendance: Registrar, Director of Finance, Deputy Registrar, Ms Y Salter Wright, Mr G Bennett, Academic Registrar (through item 80/07-08), Director of Communication and Mr T Abbott (for item 81/07-08).

66/07-08 Minutes

RESOLVED:

That the minutes of the meeting of the Council held on 19 December 2007 be approved, subject to the following amendment to minute 34/07-08(a)(i):

Professor Robin Oakey of the Department of History ~~Physics~~ with effect from his retirement on 31 October 2007.

Additions underlined and deletions ~~struck through~~.

67/07-08 Non-Controversial Items

RESOLVED:

That there were no non-controversial items of business which members wished to have transferred to business of the day.

68/07-08 Review of the Effectiveness of the Council (Minute 33/07-08 refers)

REPORTED:

(by the Registrar)

- (a) That, as part of the Effectiveness Review, a number of members of the Council were being interviewed to seek their views on various aspects of the operation and structure of the Council.
- (b) That it was expected that the findings of the Effectiveness Review would be considered at the meeting of the Council on 9 July 2008.

(by the Chair of the Effectiveness Review)

- (c) That any member of the Council with whom an interview had not already been scheduled but wished to be interviewed should inform the Registrar.

69/07-08 Honorary Degrees (Minute 48/07-08 refers)

REPORTED: (by the Pro-Chancellor)

- (a) That, of the fifteen persons proposed at the meeting of the Council on 19 December 2007, nine had accepted the invitations to be awarded an honorary degree during the July 2008 ceremonies.
- (b) That four further individuals had accepted the University's invitation to be awarded an honorary degree and arrangements were being made for the award to be presented at the July 2008 or January 2009 ceremonies.
- (c) That, following a postal ballot, the Council had approved the recommendation of the Honorary Degrees Committee to invite a further two individuals to accept the award of an honorary degree at the ceremonies to be held in July 2008.
- (d) That the names of the honorary graduates to be awarded degrees at this summer's ceremonies should remain confidential until the University issues its official press release shortly after the Easter break.
- (e) That lay members of the Council would be receiving invitations to attend the degree ceremonies to be held from 14 to 18 July 2008 as well as the degree ceremony dinner to be held on Wednesday, 16 July 2008, noting that Pascal Lamy had agreed to be the keynote speaker at the dinner.

70/07-08 Research Grants and Contracts

REPORTED: (by the Vice-Chancellor)

That, despite the lower than expected research grant income for the University at the end of Quarter 2, the volume of grant applications and value of awards across all Faculties was higher this year when compared to the same point last year.

71/07-08 Graduate Starting Salaries

REPORTED: (by the Vice-Chancellor)

- (a) That recent figures from the Higher Education Statistics Agency showed that Warwick Graduates commanded the highest average starting salaries in their first graduate jobs when compared to other Midlands Universities (with an average starting salary of £21.7k), and ranked Warwick Graduates 10th in average starting salaries of graduates in the UK as a whole with only Oxford, Cambridge, and seven London-based universities ranked higher.
- (b) That Warwick had been ranked 5th in the list of world universities which had been most cited in the Economist.

72/07-08 HEFCE Annual Conference

REPORTED: (by the Vice-Chancellor)

That this year's HEFCE Annual Conference would be held at the University of Warwick on 7 and 8 April and that arrangements were well in hand to ensure that the University promotes a positive image to delegates.

73/07-08 New Tennis Centre at the University

REPORTED: (by the Vice-Chancellor)

That the new Indoor Tennis Centre, partly funded by the Lawn Tennis Association and Sport England, would open on 25 March 2008.

74/07-08 University Facility in Venice

REPORTED: (by the Deputy Vice-Chancellor)

That members of the Council had been sent a brochure relating to the University's facility in Venice at the Palazzo Pesaro Papfava (PPP) noting that there would be a special performance from the Coull Quartet and a series of tours held at the PPP from 28 to 30 November 2008, which Council members would be welcome to attend.

75/07-08 Membership of the University Council

RECEIVED:

An oral report from the Pro-Chancellor on the progress of the Nominations Committee in identifying new lay members of the University Council, highlighting that meetings were being sought with a number of individuals to determine their suitability and willingness to be nominated for lay membership of the Council.

76/07-08 Recurrent Funding 2007/08

RECEIVED:

A copy of the letter from the HEFCE on the recurrent grant allocation to the University for the academic year 2008/09 (C.49/07-08).

REPORTED:

(by the Vice-Chancellor)

- (a) That the University's combined Teaching and Research grant from the HEFCE for 2008/09 was down by £23k compared with 2007/08 and down by £1.768m compared to the original financial plan for 2008/09, primarily as a result of the following issues:
 - (i) Changes to the formula regarding business and charity related income
 - (ii) Changes to the formula regarding Widening Participation funding and funding related to Equivalent Level Qualifications (ELQs)
- (b) That the University was in discussion with the HEFCE regarding their assumptions used in the calculation of changes to the University's funding resulting from the implementation of the new policy on ELQs.

RESOLVED:

That the Council would be informed of the final outcome of discussions between the University and the HEFCE regarding the University's Recurrent Funding Allocation for 2008/09 at its next meeting.

CONSIDERED and ADOPTED a report on selected items considered by the Senate at its on 12 March 2008 (C.50/07-08) together with an oral report from the Vice-Chancellor on the following items of business:

- (a) DIUS Funding letter to HEFCE
 - (b) Research Excellence Framework
 - (c) HEFCE Capital Allocation
 - (d) HEFCE Strategic Development Fund
 - (e) Academic Health Sciences Centres for the West Midlands
 - (f) Undergraduate and Postgraduate Admissions
 - (g) Campus Development Plan
 - (h) 1994 Group
 - (i) Centre for Analytical Science
 - (j) The Warwick MBA
 - (k) New Independent Adjudicator for Higher Education
 - (l) HEFCE Guidance for Aim Higher Partnerships
 - (m) New Chief Executive of Advantage West Midlands
 - (n) Students' Union Strategic Plan 2007-2010
 - (o) European Research Council Award
 - (p) New Courses of Study
 - (q) New University Research Centre: Centre of Ethics, Law and Public Affairs
- (a) Points Based Immigration System

REPORTED: (by the Vice-Chancellor)

- (i) That the proposals from the Home Office to implement a new Points Based Immigration System had the potential for significant, but unintended negative consequences for higher education institutions, particularly those institutions like Warwick with significant international staff, students and visitors.
- (ii) That the University was making representations to the Minister responsible and other Members of Parliament to endeavour to find an acceptable application of the system for the higher education sector while acknowledging the Government's wish to have tighter and more effective immigration controls.

RESOLVED:

That a copy of the letter sent to the Minister responsible for the introduction of the Points Based Immigration System be made available to members of the Council to inform them of the issues for universities relating to its implementation with a view to members being able to highlight the issues as and when appropriate.

- (b) QAA Institutional Audit

RESOLVED:

That, following the pre-Audit briefing meeting with the QAA in June, the Council would be updated on the University's preparations for the Institutional Audit to be held in November 2008.

78/07-08 Report from the Finance and General Purposes Committee

CONSIDERED and ADOPTED with the resolutions set out below a report from the meetings of the Finance and General Purposes Committee held on 5 February (by post) and 4 March 2008 together with an oral report from the Pro-Chancellor who chaired the meeting of the Committee held on 4 March 2008 (C.51/07-08, {Parts 1 and 2}).

(a) Estates Issues

RESOLVED:

- (i) That the proposal to increase the project budget for Milburn House by £450k be approved.
- (ii) That the request for a project development fund of £500k to support the development of robust project appraisals for the Warwick Business School Phase 3B, the Warwick Medical School development and a new Physics/Chemistry building be approved.
- (iii) That the proposal for the Chemistry Infill Project with a forecast cost of £2,304k be approved, noting that subsequent to this meeting any changes in progressing a new Physics/Chemistry building which made the Infill Project unnecessary would lead to the Infill Project being ceased.
- (iv) That the proposed increase in the Butterworth Hall project budget of £6.5m to £6.895m be approved and that the fund-raising target for the project be set at £2m rather than the £1m originally assumed in the capital plan.

(b) Report from the Financial Plan Sub-Committee

RESOLVED:

That the following parameters for the Five-year plan proposed by the Financial Plan Sub-Committee and recommended by the Finance and General Purposes Committee be approved as set out in FGPC.54/07-08 {Part}:

- (i) A recommended target surplus ranging from a minimum surplus of £5m (after safety factors) in 2008/09 to a minimum surplus of £16m in 2011/12.
- (ii) A minimum balance for cash and short term investments of £20m, at the end of each year, to be maintained throughout the life of the plan.
- (iii) The requirement that each individual department's plan must demonstrate synergy with the new University strategy.
- (iv) No general target to be set for research growth, noting that the Pro-Vice-Chancellors (Research) would undertake detailed planning exercises with departments leading to individual targets being set for all departments.
- (v) Measures to be taken to promote the growth of Postgraduate Research student numbers.

- (vi) Pay rises to be fixed until 2008/09 under the framework agreement and assumed to be at 3.5% thereafter (with an additional 1% to be included within the safety factor).
- (vii) Employer contributions to the USS pension scheme assumed to increase from 14% to 16% from 2009/10 at an additional cost of £2m p.a.

79/07-08 Report from the Audit Committee

CONSIDERED and ADOPTED a report on selected items considered from the meeting of the Audit Committee held on 30 January 2008 (C.52/07-08).

80/07-08 University Risk Status Summary Report

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.53/07-08).

REPORTED:

(by the Registrar)

- (a) That a number of the University risks had been recast in the light of the University Strategy, for example risk F1.
- (b) That the potential financial impact on the University's annual gross surplus for each University Risk was also considered when assessing the impact score of each risk.
- (c) That the Risk Status Summary as presented to Council was regarded by University's senior management to be an honest reflection of the current status of each of the significant University Risks.

(by the Vice-Chancellor)

- (d) That many of the University's risks were interrelated and much depended on the financial position of the University.
- (e) That any potential global or national economic downturn may impact on the ability of the University to meet its strategic goals.
- (f) That the University was and would continue to take action to manage the risks on the University Risk Register and to mitigate their impact.

RESOLVED:

That the status of the University's key risks would be considered when determining future strategic discussion topics for meetings of the Council.

81/07-08 Strategic Topic for Discussion: Using Digital Communications to Build a Global Brand

CONSIDERED:

A strategic discussion paper on the use of digital communications to build a global brand together with a presentation from the Director of Communication and the Online Communications Manager (C.54/07-08).

RESOLVED:

- (a) That the Council strongly and unanimously supported the University's development of its capacity for exploiting digital communications where it was deemed an effective channel to reach priority audiences.
- (b) That it was important for the University to determine what substantive projects in the area of digital communications it would pursue in the coming period ensuring that they were implemented in a high quality way as had been achieved in the projects identified to date.
- (c) That in taking forward this work the University should be encouraged to be clear at which priority audiences it was targeting these activities and what messages should be aimed at those audiences and to ensure that these audiences offered the greatest support to the achievement of the goals set out within the University Strategy.
- (d) That a key aim for the University should be to build a flexible and strong capability which enables it to apply a range of digital communication channels to engage a variety of future priority audiences.

That a small sub-group of Council with experience in these areas should form a small temporary advisory group to provide further advice and guidance on the area of the University's development of digital communications to the Communications Office. The initial members of that group would be the Pro Chancellor, John Higgins and Sir George Cox. Any other member of Council who felt able to contribute would be welcome to join the group.

82/07-08 Student Members of the Council

REPORTED:

That Stuart Thomson, a student from Department of Politics and International Studies, had been elected President of the Union of Students for the academic year 2008/2009 and that Mr Andy Glyde, a student from the Department of History, had been elected as the second student member of the Council for the academic year 2008/2009.

83/07-08 Report from the Building Committee

CONSIDERED and ADOPTED with the resolutions set out below a report from the meeting of the Building Committee held on 6 March 2008 (C.56/07-08).

Science Block B, Chemistry Infills (Minute 78/07-08 (a)(iii) refers)

RESOLVED:

That the plans for the infill of the staircase in Science B block to provide space for the Department of Chemistry be approved as set out in drawing number 135/249.

84/07-08 Report from the University Health and Safety Executive Committee

CONSIDERED and ADOPTED with the resolutions set out below a report from the meeting of the University Health and Safety Committee held on 18 February 2008 (C.57/07-08).

Membership of the Health and Safety Executive Committee

RESOLVED:

(a) That the membership of the University Health and Safety Executive Committee be increased to include a student representative nominated by the President of the Students' Union and approved by the Council.

(b) That, Ms K Bennett, Sports Officer, be appointed as the student member of the Committee for the remainder of the 2007/08 academic year.

85/07-08 Awards and Distinctions

RECEIVED:

A paper setting out the awards and distinctions that have been conferred on members of the University since the last meeting of the Council held on 19 December 2007 (C.58/07-08).

86/07-08 Warwick Arts Centre Annual Report 2007/08

RECEIVED:

The Warwick Arts Centre Annual Report and Accounts for the 2006-07 financial year (C.59/07-08).

87/07-08 Amendments to University Charter, Statutes, and Ordinances (minute 39/07-08 refers)

CONSIDERED:

For the second time, proposed amendments to University Charter, Statutes, and Ordinances arising from the changes to the University management structure (C.60/07-08).

RESOLVED:

That the following changes set out in paper C.60/07-08 be approved:

- (a) To Charter 4(k), subject to the approval of the Privy Council.
- (b) To the following existing University Statutes subject to the approval of the Privy Council:
 - (i) 2 The Members of the University
 - (ii) 9 The Registrar
 - (iii) 13 The Council
 - (iv) 17 Powers of the Senate
 - (v) 21 The Assembly
 - (vi) 25 Academic Staff
- (c) The removal of Statute 10 The Librarian and the consequent renumbering of Statutes.
- (d) To the following Ordinances:
 - (i) 2 on the Procedure for the Appointment of a Deputy Vice-Chancellor³ on the Appointment of Pro-Vice-Chancellors
 - (ii) 4 on the Procedure for the Appointment of Lay Members of the Council
 - (iii) 5 on the Procedure for the Appointment of Members of the Council Appointed by the Senate
 - (iv) 11 on the Appointment of Heads of Departments

Note: That the 'Special Resolutions' of the Council to amend the University Charter and Statutes as set out in (a) to (c) above were approved unanimously.

88/07-08 Amendments to University Ordinances

CONSIDERED:

- (a) For the first time, proposed amendments to University Ordinance 13 on Degrees and Diplomas as set out in paper C.61/07-08 to provide for the use of postnominals for the Post-Experience Diploma (PExDip), the Postgraduate Diploma (PGDip), the Post-Experience Certificate (PExCert), and the Postgraduate Certificate (PGCert) as well as the addition of the Postgraduate Award (PGA).
- (b) For the second time, proposed amendments to University Ordinance 7 relating to the Board of the Faculty of Science as set out in paper C.44/07-08 providing for the addition to membership of the Board of the Faculty of Science the Chair of the Faculty of Science Research and Innovation Committee.

RESOLVED:

- (a) That, for the first time, proposed amendments to University Ordinance 13 on Degrees and Diplomas be approved as set out in paper C.61/07-08.
- (b) That, formally for the second time, proposed amendments to University Ordinance 7 be approved as set out in paper C.44/07-08.

89/07-08 Amendments to University Regulations

RESOLVED:

That the proposed amendments to the following University Regulations as set out in paper C.62/07-08 be approved:

- (a) Regulation 8.10 for the Degrees of Bachelor of Medicine and Bachelor of Surgery (MBChB) and for the Bachelor of Medical Sciences (BMedSci).
- (b) Regulation 15 for Higher Doctorates.
- (c) Regulation 19 Governing Open Studies Certificates, Diplomas and Advanced Diplomas.

90/07-08 Deeds

REPORTED:

That, in accordance with Council minute 33/77-78, a copy of the deeds executed on behalf of the Council since the meeting of the Council on 21 March 2007 was available for consultation in the Deputy Registrar's Office and would be attached to the minutes in the official minute book (C.63/07-08).

91/07-08 Date of Next Meeting of the University Council

REPORTED:

That the next meeting of the University Council was scheduled to take place on Wednesday, 9 July 2008 in London.