

UNIVERSITY OF WARWICK

COUNCIL

Minutes of the meeting of the Council held on 19 December 2007

Present: Mr J Leighfield (Chair), Professor L Bridges, Sir George Cox, Professor J Davey, Mr P Dunne, Mrs P Egan, Ms D Foster, M Greenlees, Mr J Higgins, Professor R Higgott, Mr J Kirby, Professor R Lindley, Mr G Lyons, Mr K Muthalagappan, Mr A Rivett, Mr N Sanders, Professor M Smith, Professor Sir John Temple, Professor N Thrift, Professor M Whitby, Mr B Woods-Scawen.

Apologies: Professor S Bassnett, Professor A Caesar, Professor Y Carter, Mr R Chung, Mr D Holmes, Professor K Lamberts, Professor S B Palmer, Miss R Thorne, Mr P Varney, Professor V Zammit, Director of Estates, Director of Finance.

In Attendance: Registrar, University Secretary, Director of Human Resources, Director of Campus Affairs, Ms Y Salter Wright, Ms H Sinclair.

32/07-08 Minutes

RESOLVED:

That the minutes of the meeting of the Council held on 23 November 2007 be approved.

33/07-08 Review of the Effectiveness of the Council

REPORTED: (by the Registrar)

That Mr John Higgins, as Chair of the Review of the Effectiveness of the Council, proposed that the constitution of the Group be increased to provide for the appointment of two external members.

RESOLVED:

- (a) That the constitution for the Review Group for the Effectiveness Review of the Council be revised to provide for the appointment of two members external to the University.
- (b) That Ms Jane Tozer and Sir Martin Harris be invited to accept appointment as the two external members of the Review Group established to review the effectiveness of the Council.

34/07-08 Award of Emeritus Status

REPORTED: (by the Pro-Chancellor)

That he had taken Chair's Action on behalf of the Council, on the recommendation of the Vice-Chancellor on behalf of the Senate, to approve:

- (a) The conferral of the title of Emeritus Professor on:
- (i) Professor Robin Oakey from the Department of Physics with effect from his retirement on 31 October 2007.
 - (ii) Professor Jim Beckford of the Department of Sociology and Professor Graham Nudd of the Department of Computer Science with effect from their retirement on 31 December 2007.
- (b) The conferral of the title of Emeritus Reader on:
- (i) Dr David Miller of the Department of Philosophy with effect from his retirement on 30 September 2007.
 - (ii) Dr Christine Battersby of the Department of Philosophy, Dr Janet Read of the School of Health and Social Studies, and Dr Jeffrey Round of the Department of Economics with effect from their retirement on 31 December 2007.

RESOLVED:

That the Council delegate to the Pro-Chancellor its authority prescribed in Statute 18(9), on behalf of the Council, to confer the title of Emeritus on members of staff of the University on the recommendation of the Vice-Chancellor acting on behalf of the Senate.

35/07-08 The Warwick Commission

REPORTED: (by the Vice-Chancellor)

That the report on the first Warwick Commission on the global trading system entitled *The Multilateral Trading Regime: Which Way Forward?* had been launched on Thursday, 6 December 2007 in Geneva and a copy of the published report had been forwarded to all members of the Council.

36/07-08 RAE 2008 Submission

REPORTED: (by the Vice-Chancellor)

That the University returned its submission to the Research Assessment Exercise 2008 by the deadline of 30 November 2007 and the results were expected to be published in December 2008.

37/07-08 Donation from Mr Abrahams

RECEIVED:

An oral report from the Vice-Chancellor on the procedures adopted by the University to review and accept a donation to support the establishment of a professorial post in the field of Middle Eastern Studies from Mr David Abrahams.

38/07-08 Membership of the University Council

REPORTED:

That, in accordance with Ordinance 5, Professor Lamberts had been appointed by the Senate to the vacant position in the six appointees of the Senate to the Council for the period to 31 July 2008.

CONSIDERED:

- (a) An oral report from the Pro-Chancellor on behalf of the Nominations Committee on the progress of the Committee in identifying new lay members of the University Council, noting in particular that, despite a significant response to the advertisement inviting expressions of interest in lay membership of the Council and following a number of meetings held with potential candidates, the Committee had not yet been successful in identifying candidates of the appropriate calibre and standing, together with the relevant skills and experience required as identified through consideration of a skills matrix, who were able to accept appointment to lay membership of the Council.
- (b) A recommendation from the Pro-Chancellor on behalf of the Nominations Committee that Mr Kevin Gamble be appointed to membership of the Audit Committee as the external member of the Committee for the period until 31 July 2010.

RESOLVED:

- (a) That, notwithstanding the provisions of University Ordinance 4 on the Procedure for the Appointment of Lay Members of the Council, any recommendations from the Nominations Committee for appointment to current vacancies in lay membership of the Council arising from approaches made by the Pro-Chancellor and the Vice-Chancellor to potentially suitable individuals identified by the Nominations Committee be submitted for the approval of the Council in writing in advance of the next meeting of the Council.
- (b) That Mr Kevin Gamble be appointed to membership of the Audit Committee as the external member of the Committee for the period until 31 July 2010.

39/07-08 Proposed Amendments to the University Charter, Statutes, Ordinances, Regulations and the Standing Orders of the Council

CONSIDERED:

- (a) Proposed amendments to University Charter, Statutes, Ordinances, and Regulations arising from the changes to the University management structure (C.28/07-08).
- (b) Proposed changes to the Standing Orders of the Council (C.29/07-08).

RESOLVED:

- (a) That the following changes set out in paper C.28/07-08 be approved:

- (i) To Charter 4(k), subject to the approval of the Privy Council.
 - (ii) To the following existing University Statutes subject to the approval of the Privy Council:
 - (A) 9 The Registrar
 - (B) 13 The Council
 - (C) 17 Powers of the Senate
 - (D) 21 The Assembly
 - (iii) The removal of Statute 10 The Librarian and the consequent renumbering of Statutes To the following Ordinances:
 - (A) 2 on the Procedure for the Appointment of a Deputy Vice-Chancellor
 - (B) 3 on the Appointment of Pro-Vice-Chancellors
 - (C) 4 on the Procedure for the Appointment of Lay Members of the Council
 - (D) 5 on the Procedure for the Appointment of Members of the Council Appointed by the Senate
 - (E) 11 on the Appointment of Heads of Departments
 - (iv) To the following Regulations:
 - (A) 2.1 for the Timetable of Committee Elections
 - (B) 2.2 Governing the Election of Representatives of the Boards of the Faculties to Membership of the Senate
 - (C) 2.3 Regulations Governing the Election of Representatives of the Assembly to Membership of the Senate
- (b) That the proposed changes to the Standing Orders of the Council be approved as set out in C.29/07-08.

40/07-08 University Committee Structures, Membership of Council Committees and Delegated Authorities

CONSIDERED:

Proposed revisions to the University committee structure, the constitutions of Committees of the Council and a draft Statement of Delegated Authorities from the Council to Council Committees and University Officers (C.30/07-08 and Appendix 3(revised)).

RESOLVED:

That the proposals to revise the University committee structure, the constitutions of Committees of the Council and the Statement of Delegated Authorities from the Council to Council Committees and University Officers set out in paper C.30/07-08 be approved, noting in particular the following:

- (a) Strategy Committee
 - (i) That the Strategy Committee be abolished and its responsibilities for the consideration of the inter-related questions of academic, financial and physical planning be assumed by the Senate Steering Committee.

- (ii) That the Chairs of the Faculty Advisory Boards and the members of the Steering Committee who are not members of the Council attend and participate in the annual Council 'Away day'.

(b) Advisory Boards

- (i) That, as a consequence of the abolition of the Strategy Committee, the Faculty Advisory Boards, WBS and HRI Boards, the Arts Centre Board and the Boards of the Centre for Lifelong Learning and the Institute of Education submit their Annual Reports to the Council, for consideration as part of the annual strategic planning process and that consequential amendments to their respective constitutions be made to reflect this change.
- (ii) That authority for the appointment of external and academic members of the Faculty Advisory Boards be given to the Vice-Chancellor following the abolishment of the Strategy Committee.

(c) Finance and General Purposes Committee and Delegated Authorities

That the revised terms of reference for the Finance and General Purposes Committee and the Statement of Delegated Authorities on financial matters be approved as set out in Appendix 3 (revised) circulated at the meeting in addition to the following further revisions to points (d) and (e) of the terms of reference of the Finance and General Purposes Committee:

(additions underlined, deletions ~~struck through~~)

- (d) To have ~~general~~ oversight of funds for which the Building Committee is primarily responsible, e.g. for the construction of buildings.
- (e) To have ~~general~~ oversight of the funds for which some other committee of the University may be made primarily responsible.

(d) Space Management, Estates and Capital Development

- (i) That the Space Management Group enhance its membership, broaden its remit to encompass the review of University space allocation and usage and to make recommendations regarding the development of new capital projects, and be renamed the Capital Planning and Accommodation Review Group.
- (ii) That the remit of the Building Committee be further considered following the implementation of the amendments to the governance arrangements for space management, estates and capital development agreed.

(e) Gift Acceptance Committee

That the new Gift Acceptance Committee, a joint Committee of the Senate and the Council, be formally established and that the University Gift Acceptance Policy set out in Appendix 4 be approved, subject to the following addition to Principle 1 as underlined: A gift shall not be accepted unless it is compatible with the mission and reputation of the University.

(f) Information Policy and Strategy Committee

That the proposed revised terms of reference of the Information and Policy and Strategy Committee to reflect the abolition of the Strategy Committee be approved.

(g) Equality and Diversity Committee

That the revised terms of reference of the Equality and Diversity Committee be approved.

41/07-08 Academic Statistics

CONSIDERED:

A copy of the University's Academic Statistics document for the academic year 2007/08.

RESOLVED:

That, when presenting the Academic Statistics document in future years, the Council be provided with a brief summary paper be provided outlining the key issues which Council may wish to consider, potentially with appropriate web references to further detailed information.

42/07-08 Strategic Topic for Discussion: HR Strategy, Leadership and Management Development

CONSIDERED:

A discussion paper setting out issues relating to the University's Human Resource Strategy and its approach to Leadership Management and Development (C.31/07-08) together with a presentation from the Director of Human Resources.

REPORTED: (by the Registrar)

That the University's Senior Management Team were to undertake a discussion of Human Resource Strategy, Leadership and Management Development at a meeting in January.

RESOLVED:

- (a) That the Council supported strongly the efforts being made by Human Resources and the University more widely to implement the fundamental objectives of the Human Resource Strategy, and in particular the four key elements outlined in paper C.31/07-08 relating to:
- (i) Succession and resource planning
 - (ii) The alignment of objectives for the Senior Team
 - (iii) The development of the leadership capabilities of the Senior Team
 - (iv) The principles around variable and performance related pay

- (b) That future strategic discussion papers for the Council should focus on the development and enhancement of areas of strategic development on which the Council could add the most value, although the topic could be usefully informed by outlining within the discussion paper the progress of the implementation of any current key objectives within the particular area under discussion.
- (c) That strategic discussion papers for the Council be normally circulated to members of the Council at least three to four weeks in advance of the formal meeting at which the topic is to be discussed.

43/07-08 Report from the Senate

CONSIDERED and ADOPTED a report from the meeting of the Senate held on 5 December 2007 (C.48/07-08) together with an oral report from the Vice-Chancellor on the following items of business discussed at the meeting of the Senate:

- (a) Queen's Speech
- (b) Appointment of Minister for Students
- (c) Comprehensive Spending Review
- (d) Higher Education Innovation Fund
- (e) Sainsbury Report on Science and Innovation Policies
- (f) THES International University League Table
- (g) Internationalising Higher Education: Council for Industry and Higher Education Report
- (h) International Issues
- (i) Research Issues
 - (i) UUK Report on Bibliometrics
 - (ii) HEFCE Consultation: Research Excellence Framework
 - (iii) Research Fortnight Success Rankings
- (j) Institute of Advanced Study
- (k) Careers Update
- (l) Higher Education Regulation Review Group (HERRG)
- (m) Delivery Partnership: Improving the HE Applications Process
- (n) Implementation and Expansion of the 14-19 Diploma Programme
- (o) Publication of OECD Education at a Glance
- (p) Withdrawal of Funding for Equivalent or Lower Level Qualifications
- (q) DfES Consultation on Matched-Funding Scheme for Voluntary Giving to HE in England
- (r) Beacons for Public Engagement
- (s) Prime Ministerial Statement: Extremism in Society
- (t) National Student Survey 2008
- (u) Burgess Group Final Report on Degree Classification
- (v) Revised Access Agreement
- (w) Higher Education Engagement with Schools
- (x) QAA Report: Audit of Warwick Manufacturing Group's Collaborative Courses with Hong Kong Polytechnic
- (y) Molecular Organisation and Assembly in Cells (MOAC) Doctoral Training Centre
- (z) Appointment of Secretary General of the Association of Commonwealth Universities
- (aa) Russell Group: Access and Admissions
- (bb) EPSRC
- (cc) New Courses of Study

QAA Institutional Audit 2008 and Audit of Collaborative Provision

REPORTED: (by the Vice-Chancellor)

That the University will undergo an Institutional Audit by the Quality Assurance in Higher Education Agency (QAA) from 10 to 14 November 2008 with a briefing visit from 7-9 October 2008.

RESOLVED:

That a brief document outlining the process and the key issues surrounding the Institutional Audit be brought forward to the next meeting of the Council.

44/07-08 Report from the Finance and General Purposes Committee

CONSIDERED and ADOPTED with the resolution set out below a report from the meeting of the Finance and General Purposes Committee held on 4 December 2007 (C.32/07-08 {Parts 1 and 2}) together with an oral report and presentation from the Treasurer.

Submission of Financial Strategy to the HEFCE

RESOLVED:

That the Financial Strategy for the University as set out in FGPC36/07-08 be approved and submitted to the HEFCE by the end of December 2007.

45/07-08 Report from the Building Committee

CONSIDERED and ADOPTED with the resolutions set out below a report from the meeting of the Building Committee (C.33/07-08) held on 20 November 2007 together with an oral report from the Chair of the Building Committee.

(a) Report from the Environment and Amenities Committee

(i) Membership and Terms of Reference

RESOLVED:

That the Membership and Terms of Reference of the Environment and Amenities Committee be amended as set out in attachment 1 and 2 to paper BC.3/07-08.

(ii) Bicycle User Group

RESOLVED:

That the recommendation from the Building Committee to invite members of the University's Bicycle User Group to make recommendations in person or in writing to relevant meetings of the Building Committee be approved.

(b) Architectural Competition

CONSIDERED:

A report from the Director of Estates on the background and process involved in running an architectural design competition for new development, in line with the University Strategy (paper BC.19/07-08).

RESOLVED:

That the proposal from the Building Committee to run a competition for the next phase of student accommodation to gain experience of the process with a view potentially to holding an architectural design competition process in advance of the more high profile emerging projects such as the planned Medical Teaching Building be approved.

46/07-08 Report from the Research Ethics Committee

CONSIDERED and ADOPTED a report from the meeting of the University Research Ethics Committee held on 20 November 2007 (C.41/07-08).

Annual Report of the University Research Ethics Committee

RESOLVED:

That the Annual Report on the University Research Ethics Committee (REC.6/07-08 (revised)) be approved.

47/07-08 Report from the Equality and Diversity Committee

CONSIDERED and ADOPTED with the resolutions set out below a report from the meeting of the Equal Opportunities Committee held on 29 October 2007 (C.35/07-08).

(a) Membership

RESOLVED:

- (i) That the Director of Student Support and Residential Life be appointed as a member of the Equality and Diversity Committee.
- (ii) That Ms Marguerite Standing be appointed as the external representative on the Equality and Diversity Committee.

(b) University Disability Policy

RESOLVED:

That the revised University Disability Policy be approved as set out in paper EDC 8/07-08.

(c) University Gender Re-assignment Policy

RESOLVED:

That the Gender Reassignment Policy be approved as set out in paper EDC 9/07-08(revised).

48/07-08 Report from the Honorary Degrees Committee

CONSIDERED and ADOPTED with the resolution set out below a report from the meeting of the Honorary Degrees Committee held on 3 December 2007 (C.36/07-08) together with an oral report from the Pro-Chancellor.

REPORTED: (by the Pro-Chancellor)

That the names of those on whom it was proposed to confer honorary degrees should remain strictly confidential to members of the Council until replies had been received to all the invitations and the official list had been published by the University.

RESOLVED:

- (a) That honorary degrees be conferred on the fifteen persons recommended by the Committee as set out in paper C.36/07-08.
- (b) That, notwithstanding the timetable set out in Regulation 20 governing the procedure for the selection of honorary graduands and following further consultation with members of the Honorary Degrees Committee by post, additional recommendations for the award of honorary degrees in July 2008 and January 2009 can be brought forward by the Committee for the approval of the Council by postal ballot in advance of the Spring Term meeting of the Council.

49/07-08 Report from the University Health and Safety Committee

CONSIDERED and ADOPTED with the resolutions set out below a report from the meeting of the University Health and Safety Committee held on 8 November 2007 (C.37/07-08).

(a) University Health and Safety Strategy

RESOLVED:

That the University Health & Safety Strategy as set out in paper UHSEC 2/07-08 be approved.

(b) University Health and Safety Plan for 2008 to 2010

RESOLVED:

That the Health and Safety Plan for 2008 to 2010 as set out in paper UHSEC 12/07-08 be approved.

50/07-08 Key Performance Indicators and Risk Management

CONSIDERED:

- (a) A paper setting out the proposed Key Performance Indicators (KPIs) for the University (C.38/07-08).
- (b) A report on the changes to the University Risk Management Policy and Procedures and a proposed list of University Risks for 2007/08 (C.39/07-08).

RESOLVED:

- (a) That the KPI monitoring methodology based on a pyramid structure and defined by the University Strategy as presented in paper C.38/07-08 be approved.
- (b) That the enhanced framework for considering KPIs be welcomed by the Council, noting that KPIs would be reported to the Council as they became available throughout 2008 and that a full set of KPIs would be presented to the meeting of the Council in December 2008.
- (c) That the University Risk Management Policy and the University Risk Management Procedure 2007/08 be approved as set out in C.39/07-08 together with the list of University Risks 2007/08.

51/07-08 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 23 November 2007 (C.40/07-08).

52/07-08 Appointment of the Pro-Chancellor and Chair of Council

REPORTED:

- (a) That the current term of office of the Pro-Chancellor and Chair of Council will expire on 31 July 2008.
- (b) That following consultation with the lay members of the Council contacted by the Vice-Chancellor, the Nominations Committee recommended that Mr John Leighfield be appointed as the University Pro-Chancellor and Chair of Council from 1 August 2008 to 31 July 2010.

RESOLVED:

That the recommendation of the Nominations Committee, that Mr John Leighfield be appointed as the University Pro-Chancellor and Chair of Council for the period from 1 August 2008 to 31 July 2010, be approved.

Note: The Pro-Chancellor left the meeting for consideration of this item and the Treasurer took the Chair.

53/07-08 Report from the Art Collection Committee

CONSIDERED and ADOPTED a report from the meeting of the Art Collection Committee held on 20 November 2007 (C.41/07-08).

Annual Report on the University Works of Art Collection

RECEIVED:

The Annual Report on the University Works of Art Collection (ACC1/07-08).

54/07-08 Strategic Discussion Topics for Meetings of the Council

RECEIVED:

A list of strategic items for discussion at future meetings of the Council (C.42/07-08).

REPORTED: (by the Pro-Chancellor)

That members of the Council were requested to complete and return by no later than 11 January the questionnaire canvassing their views as to the priority of the strategic topics that might be considered suitable for consideration at future meetings of the Council.

55/07-08 Future Meeting Dates of the University Council

RECEIVED:

A list of proposed dates of future meetings of the University Council for the academic years 2007/08 to 2010/11 (C.43/07-08).

REPORTED:

That the remaining meetings of the Council for the 2007/08 academic year were as follows:

Wednesday, 19 March 2008 at 2.15pm (Warwick)
Wednesday, 9 July 2008 at 2.15pm (London)

56/07-08 Amendments to University Ordinances

RESOLVED:

That, for the first time, proposed amendments to University Ordinances 7 relating to the Board of the Faculty of Science be approved as set out in paper C.44/07-08.

57/07-08 Amendments to University Regulations

RESOLVED:

That proposed changes to the following University Regulations as set out in paper C.45/07-08 be approved:

- (a) 6.3 Governing Admission to Courses of Study
- (b) 11 Governing the Procedure to be Adopted in the Event of Suspected Cheating in a University Test
- (c) 13.2 Governing the Continuation of Registration
- (d) 22 Governing the Library
- (e) 33 Governing Temporary Withdrawal from the University
- (f) 34 for the Determination of Fitness to Practise

58/07-08 Vote of Thanks: University Secretary

REPORTED: (by the Pro-Chancellor)

That this would be the last meeting of the Council for the University Secretary, Cathy Charlton, prior to her departure from the University on 31 January 2008.

RESOLVED:

That the Council record its sincerest thanks to Cathy Charlton for her considerable contribution to the work of the University during her eighteen years of employment at Warwick in a range of roles and, particularly the support that she has given to members of the Council during that time.

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