

# UNIVERSITY OF WARWICK

## COUNCIL

Minutes of the meeting of the Council held on 5 October 2006

Present: Mr J Leighfield (Chair), Mr M Angle, Professor S Bassnett, Professor L Bridges (from item 5/06-07), Professor A Caesar, Professor Y Carter, Mr B Duggan, Mr M Dunn, Professor R Freedman, Mr J Higgins, Professor J Jones, Professor R Lindley, Professor S B Palmer, Mr A Rivett, Mr N Sanders, Professor M Smith, Professor N Thrift, Professor M Whitby, Mr B Woods-Scawen.

Apologies: Sir George Cox, Mr Chris Foy, Mr M Greenlees, Miss V Gooding, Professor A Harris, Ms S J Hobson, Professor Sir John Temple, Miss R Thorne, Mr P Varney, Academic Registrar.

In Attendance: Director of Estates, Director of Finance, Deputy Registrar, Registrar, University Secretary, Ms Y Salter Wright, Ms N Snodgrass.

The Pro-Chancellor welcomed new members to the first meeting of the Council for the academic year 2006/07.

1/06-07 Minutes

RESOLVED:

That the minutes of the meeting of the Council held on 5 July 2006 be approved.

2/06-07 Report from the Budget Steering Group (minute 87(b)/05-06 refers)

REPORTED: (by the Pro-Chancellor)

That, further to the proposals set out in paper C.53/05-06 (Part 1), no significant items of additional expenditure had been charged to the 2005/06 University Accounts and that a detailed report on the decisions reached in this regard would be included in the next Report from the Finance and General Purposes Committee to the Council.

3/06-07 Membership of the University Council

CONSIDERED:

A recommendation from the Nominations Committee that Mr Michael Greenlees, Director of Human Resource Management, Hewitt Associates, be reappointed as a lay member of the University Council for a second three year term of office until 31 July 2009.

RESOLVED:

That Mr Michael Greenlees be appointed to lay membership of the Council for a second three year term of office in accordance with Statute 16 and Ordinance 5 for the period to 31 July 2009 (passed nem con).

RECEIVED:

A statement of the membership of the Council for the 2006/2007 academic year (C.1/06-07).

REPORTED: (by the Pro-Chancellor)

That publication of the Council Members Brochure for the academic year 2006/07 had been postponed in view of the number of vacancies in lay membership of the Council, that it was expected that the brochure would be circulated to all members in December and that the biographical details of current members was available to view at [www.warwick.ac.uk/go/governance/atoz/council/members/](http://www.warwick.ac.uk/go/governance/atoz/council/members/).

4/06-07

Council Members Induction and Updating Session

REPORTED: (by the Pro-Chancellor)

That, in view of the significant number of vacancies in lay membership of the Council and the low attendance at the meeting, the Autumn Term induction and updating session for all lay, academic and student members of the Council had been rescheduled for the meeting of the Council to be held on 13 December 2006.

5/06-07

University Strategic Development

RECEIVED:

An oral report from the Vice-Chancellor on the future vision and strategic development of the University, noting in particular:

- (a) That the University should aspire to become one of the top 50 global Universities and that this would require continuing innovation and excellence in both research and teaching as well as significant advances in the University's international strategy.
- (b) That, in line with the focus placed by the University on research quality, he would be intending to continue his research career alongside his duties as Vice-Chancellor.
- (c) That the University was currently developing proposals for the establishment of a number of new University Research Centres.
- (d) That steps were being taken to produce an institutional strategy for the development and advancement of the University in consultation with all University staff and lay members of the Council, addressing in particular the following:
  - (i) Research excellence, including the University's preparations for the 2008 RAE;
  - (ii) The active engagement of the University community in the development of the University strategy;

- (iii) Innovation in teaching and learning and the distinctiveness of the Warwick student experience;
- (iv) Administrative support including managerial and planning capacity;
- (v) Income generation and financial solvency.

(e) That the institutional strategy for the University would be an item for discussion at the joint Council and Strategy Committee Away Day to be held on 24 November 2006 and that a special meeting of the Senate would be convened during the Spring Term 2006/07 for consideration of the draft strategy.

6/06-07 Undergraduate and Postgraduate Admissions 2006/07

RECEIVED:

Oral reports from the Vice-Chancellor and the Registrar on the anticipated position in regard to undergraduate and postgraduate student recruitment for the academic year 2006/07 noting that recruitment difficulties had been experienced in a number of departments.

7/06-07 RAE 2008 and Reform of Higher Education Research Assessment and Funding

REPORTED: (by the Vice-Chancellor)

That, further to the DfES consultation on the Reform of Higher Education Research Assessment and Funding, the DfES had now indicated that the results of the RAE would be used to inform research funding allocations for a minimum of 3 years following the 2008 exercise and that any new system of research assessment and funding would not be implemented until after this period.

8/06-07 National Academy for Gifted and Talented Youth

REPORTED: (by the Vice-Chancellor)

- (a) That the University's existing five-year contract with the DfES for the National Academy for Gifted and Talented Youth (NAGTY) would expire on 31 August 2007 and that the University had been working to develop its approach to securing the future of the NAGTY contract.
- (b) That the specification from the DfES for the new contract was for a Managing Contractor for the National Programme for Gifted and Talented Education (NPGATE), which represented a significant departure from the original focus on the delivery of gifted and talented education services as currently provided by NAGTY and which did not correspond with the strategic objectives of the University.
- (c) That, notwithstanding the concerns set out in (b) above, the University had submitted a Pre-Qualification Questionnaire for the NPGATE contract with a view to negotiating possible modifications to the terms of the tender documentation with the DfES and had been shortlisted to submit a full tender application.

- (d) That following extensive discussions with the DfES it had become clear that there was limited scope for modifying the terms of the NPGATE contract and that, in the light of this, the University Steering Committee had taken the decision not to submit a response to the invitation to tender, and that the Senate, at its meeting held on 4 October, had endorsed this decision.
- (e) That plans for the communication of this decision both within and without the University had been drawn up and that the University would be reviewing its legal agreements with the DfES to ensure the effective delivery of the remainder of the current NAGTY contract.
- (f) That the University had established a Working Group to consider and develop alternative models for a new Warwick Centre for Gifted and Talented Education to build upon the significant achievements of NAGTY and with a view to the potential submission of tender bids for the delivery of gifted and talented education services as a subcontractor for NPGATE.

9/06-07 Appointment of the University Treasurer

CONSIDERED:

A report from the Nominations Committee on the appointment of the University Treasurer (C.2/06-07, tabled at the meeting).

RESOLVED:

That Mr Brian Woods-Scawen be appointed as Honorary Treasurer of the University for the period 5 October 2006 to 31 July 2010 (passed nem con).

Note: Mr Woods-Scawen left the meeting for consideration of this item.

10/06-07 Appointment of Lay and Non-Academic Members of the Council

CONSIDERED:

An oral report from the Pro-Chancellor on the progress of identification of new lay members of the University Council for the period 1 August 2006 to 31 July 2009, noting that he would welcome suggestions from members as to how attendance at meetings might be improved.

REPORTED: (by the Vice-Chancellor)

That the Senate, at its meeting held on 4 October 2006, approved the recommendation of the Nominations Committee that Mr Alan Rivett, Director of the Warwick Arts Centre, be appointed as the non-academic member of staff on the University Council for the period to 31 July 2009 to fill the vacancy arising following the expiry of the term of office of Mr Terry Monnington.

RESOLVED:

- (a) That, notwithstanding the provisions of University Ordinance 4 on the Procedure for the Appointment of Lay Members of the Council and following the outcome of approaches made by the Pro-Chancellor and the Vice-Chancellor to those individuals identified by the Nominations Committee as being potentially suitable for appointment to the vacancies arising in lay membership of the Council, recommendations from the Committee for appointment to the vacancies arising in lay membership for the period to 31 July 2009 be submitted for the approval of the Council in writing in advance of the meeting of the Council to be held on 24 November 2006.
- (b) That members of the Council forward any further nominations for potential lay members of the Council to the University Secretary.

11/06-07

University Committee Structures and Membership of Council Committees

CONSIDERED:

Proposed revisions to the constitution and operation of Council Committees (C.4/06-07).

REPORTED: (by the Pro-Chancellor)

That consideration of proposals for the appointment of lay members of the Council and persons external to the University to membership of Council Committees for the academic year 2006/2007 (paper C.5/06-07) would be deferred until such time as new lay members of the Council had been appointed.

RESOLVED:

(a) Audit Committee

That changes to the constitution and operation of the Audit Committee be noted as set out in paper C.4/06-07.

(b) Building Committee

That the constitution of the Building Committee be revised to remove the Vice-Chancellor from *ex officio* membership of the Building Committee noting that, in accordance with University Statutes, this would not preclude the Vice-Chancellor's attendance at meetings of the Committee should he wish to do so or should circumstances require his participation in the business of the Committee.

(c) Lord Rootes Memorial Fund Committee

That the constitution of the Lord Rootes Memorial Fund Committee be revised to remove the Vice-Chancellor from *ex officio* membership of the Committee to be replaced by the Deputy Vice-Chancellor.

(d) Equality and Diversity Committee

That the constitution of the Equality and Diversity Committee be revised to establish formally the current conventional practice that the academic staff representatives on the Committee are nominated for appointment by the Senate by each of the relevant Boards of the Faculties.

(e) Health and Safety Matters

That the ongoing development of proposed changes to the arrangements for the management and oversight of health and safety matters within the University be noted as set out in paper C.4/06-07.

12/06-07 Code of Corporate Governance and Statement of Primary Responsibilities

CONSIDERED:

- (a) The University's Code of Practice on Corporate Governance (C.6/06-07).
- (b) The University's draft Statement of Primary Responsibilities (C.7/06-07).

RESOLVED:

- (a) That the University Code of Corporate Governance be approved and adopted as set out in paper C.6/06-07 subject to the following amendments:
  - (i) Amendments to section 4 of the Code on the Appointment and Terms of Office of Members of Council in the context of the implementation of the Employment Equality (Age) Regulations from 1 October 2006;
  - (ii) Minor revisions to the appendices to the Code setting out the delegated authority of Committees of the Council in line with the approved changes to the constitutions of Council Committees (minute 11/06-07 above refers).
- (b) That the University's Statement of Primary Responsibilities be approved and adopted as set out in paper C.7/06-07 subject to the consideration of amendments to clause 4 to increase clarity and the incorporation of appropriate references to students as discussed at the meeting.
- (c) That consideration be given to defining how the Council discharges its responsibilities relating to the employment of staff when publishing information on University Governance arrangements in the future.

13/06-07 Risk Management

CONSIDERED:

- (a) A report on the identification of the University's key risks for 2006/2007 (C.8/06-07).

- (b) The draft University Risk Management and Opportunities Identification Policy and Procedure (C.9/06-07).

REPORTED: (by the Registrar, the Deputy Registrar and the Director of Estates)

That an internal audit of Disaster Recovery Planning procedures within the University had recently been undertaken, the outcome of which had been positive, and that further development of the University's business continuity plans and risk management measures for the University's physical infrastructure were currently underway.

RESOLVED:

- (a) That it was the view of the Council that the University Risk Status Summary set out in Appendix A of paper C.8/06-07 was an appropriate means of presentation of the key risks of the University, noting that a Risk Status Summary Report would be brought forward for consideration by the Council on a termly basis with effect from the Spring Term 2006/07.
- (b) That the proposed key risks for the University for the academic year 2006/07 and the management measures being taken to address those risks be approved as set out in Appendix B of paper C.8/06-07 subject to the inclusion in the list of key University risks the risk associated with Health and Safety matters.
- (c) That the University Risk Management Policy and Risk Management Procedures for the academic year 2006/07 be approved as set out in paper C.9/06-07.
- (d) That the University's overall business continuity procedures be an item for discussion at a meeting of the Council to be held during the academic year 2006/07.

14/06-07 Report from the Senate

CONSIDERED and ADOPTED with the resolution set out below a report from the meeting of the Senate held on 4 October 2006 (C.10/06-07) together with an oral report from the Vice-Chancellor.

Emeritus Professors and Readers

RESOLVED:

That the award of the titles of Emeritus Professor and Emeritus Reader be conferred upon the following members of staff with effect from their date of retirement of 30 September 2006 in recognition of distinguished service to the University:

Emeritus Professor

Professor David Tall (Institute of Education)

Emeritus Reader

Dr Eddie Gray (Institute of Education)  
Dr Iain Smith (Department of History)

15/06-07 Report from the Remuneration Committee

CONSIDERED:

A report from the meeting of the Remuneration Committee held on 31 July 2006 (C.11/06-07).

(a) Membership and Terms of Reference

RECEIVED:

The membership and terms of reference of the Remuneration Committee.

(b) Senior Staff Salary Review

RECEIVED:

The Committee's Report on the process and conduct of the University senior staff salary review in 2006.

16/06-07 Awards and Distinctions

RECEIVED:

A paper setting out the awards and distinctions that had been conferred on members of the University since the last meeting of the Council held on 5 July 2006 (C.12/06-07).

REPORTED: (by the Pro-Chancellor)

That, in addition to the list of awards and distinctions set out in paper C.12/06-07, Professor Nick Dale from the Department of Biological Sciences had been successful in his application to the Medical Research Council for an award under the prestigious MRC Milstein Fund.

17/06-07 Register of Members' Interests

RECEIVED:

A copy of the Register of Interests of Members of the University Council for the academic year 2006/2007 (C.13/06-07).



18/06-07 Amendments to University Ordinances

CONSIDERED:

For the second time, proposed amendments to University Ordinances 7, 14 and 16 (C.14/06-07).

RESOLVED:

That, for the second time, proposed amendments to University Ordinances 7, 14 and 16 be approved as set out in paper C.14/06-07.

19/06-07 Amendments to University Regulations

CONSIDERED:

Proposed amendments to University Regulations 4, 5, 8.12, 15, 28 and 30 (C.15/06-07).

RESOLVED:

That proposed amendments to University Regulations 4, 5, 8.12, 15, 28 and 30 be approved as set out in paper C.15/06-07 subject to inclusion of the following further amendments to Regulation 8.12: (amendments underlined)

- (1) (...) No teacher of any module studied by the candidate nor any member of the departments of the candidate shall be a member of the preliminary review panel.
- (5) (...) No teacher of any module studied by the appellant shall be a member of the Appeals Committee and the Appeals Committee shall not include any member of the appellant's departments.
- (10) At any point in the above process, provision shall exist for mutual agreement to be reached between the appellant and his/her departments to resolve the appellant's concerns.