

UNIVERSITY OF WARWICK

COUNCIL

Minutes of the meeting of the Council held on 1 October 2003.

Present: Mr J Leighfield (in the Chair), Mr M Angle, Mr I Caulfield, Professor M Cooper, Professor C Davis, Mr P Dodd, Professor R G Dyson, Mr C Foy, Mr M Greenlees, Councillor R Grant, Mr J Higgins, Mr Howgrave-Graham, Mr R Jones, Professor J Jones, Professor K Lamberts, Professor R Lindley, Professor M A McCrae, Professor P Mack, Professor A Mullender, Professor S B Palmer, Ms R Thorne, Professor D VandeLinde, Professor M Whitby, Mr B Woods-Scawen, Ms Y Zhabina.

Apologies: Councillor S Bains, Professor J Gardner, Miss V Gooding, Ms S J Hobson, Mr T Monnington, Mr P Varney, Mr T E H Walker.

5/03-04 Minutes

RESOLVED:

That the minutes of the meeting of the Council held on 4 July 2003 be approved subject to the incorporation of the following minor addition to the resolution of minute 79/02-03 on the amendment to University Regulation 25 governing the Constitution of Discipline Committees to allow for two student members on the Discipline Appeal Committee, this being the final agreed position of the Campus Life Committee (addition underlined):

(25)(5)(b) Appeals from the Discipline Committee

The membership of the Appeals Committee is as follows:

Chair – normally the Vice-Chancellor

Three further members of the Senate appointed by the Senate

Two student members (normally a sabbatical officer of the Union of Students and one other student whose name shall be communicated to the Registrar by the President).

6/03-04 Lord Butterworth (minute 55/02-03 refers)

REPORTED:

That a memorial service in honour of Lord Butterworth would be held on Friday 7 November in the Warwick Arts Centre.

7/03-04 Audit Committee (minute 66/03-04 refers)

REPORTED:

That a comprehensive evaluation of risks would be prepared by Internal Audit and brought forward for consideration by the Council at its next meeting.

8/03-04 Report from the Careers Service Advisory Board (minute 68/02-03 refers)

REPORTED:

That the Director of the Careers Advisory Service would attend the next meeting of the Council to provide an overview of the Careers Advisory Service and the changes in hand to enhance the level of support provided for students and the expanding role of the Service.

9/03-04 Honorary Graduands 2004

REPORTED:

- (a) That the meeting of the Honorary Degrees Committee scheduled to take place before the meeting of the Council on 1 October had been postponed.
- (b) That, at present, no honorary graduands had been identified for the January 2004 degree ceremonies, however, a number of proposals had been brought forward following the call for nominations from the Registrar during the Summer vacation.

RESOLVED:

That, in order to ensure that nominees were approached well in advance of the January ceremonies, the Honorary Degrees Committee select a small number of persons from the list of those persons nominated by members of the Senate and the Council and, notwithstanding Regulation 2, the Chair of Council take action, on its behalf, to approve the award of honorary degrees at the January 2003 degree congregations.

10/03-04 Horticulture Research International

RECEIVED:

An oral report from the Vice-Chancellor on the progress of the arrangements for the transfer of Horticulture Research International to the University the detailed arrangements for which were being co-ordinated by Professor Freedman, the Director of Personnel Services and the Estates Officer.

11/03-04 National Health Service University

RECEIVED:

An oral report from the Vice-Chancellor on the progress of discussions on the development of a formal relationship between the University and the National Health Service University, noting that the University had submitted a bid to become the principal academic partner of the NHS University.

12/03-04 National Grid House

RECEIVED:

An oral report from the Vice-Chancellor on plans for the occupation of National Grid House from Easter 2003 onwards including the creation of a student resources centre, re-location of administrative and student services and improvements to University infrastructure to integrate the new building into the University estate.

13/03-04 Membership of the University Council and Council Committees

RECEIVED:

- (a) An oral report from the Vice-Chancellor on the review of University decision-making structures noting that a paper prepared by the Registrar and the Administrative Secretary had been considered by the Steering Committee and was now the basis for wider discussion within the University community during the Autumn Term prior to proposals for change being brought forward for consideration by the Senate and the Council.
- (b) A statement of the membership of the Council for the 2003/2004 academic year (C.1/03-04).

REPORTED (by the Pro-Chancellor):

- (a) That Mr T Monnington had been appointed by the Senate to serve as the non-academic member of staff on the University Council for the period to 31 July 2006.
- (b) That the Nominations Committee intended to bring forward a nomination for appointment to the vacant position in lay membership of the University Council for consideration by the Council at its next meeting.

CONSIDERED:

- (a) Proposed revisions to the constitution of Council Committees (C.3/03-04).
- (b) The membership of Council Committees for the academic year 2003/2004 (C.4/03-04).

RESOLVED:

- (a) Arts Centre Board

That the constitution of the Arts Centre Board be amended to provide for either the appointment of a Pro-Vice-Chancellor or a senior professor of the University as Chair of the Committee with effect from the academic year 2003/04.

(b) Careers Service Advisory Board

RESOLVED:

That the constitution of the Careers Service Advisory Board be amended to provide for the appointment of a Pro-Vice-Chancellor as Chair of the Board with effect from the academic year 2003/04.

(c) Equal Opportunities Committee

RESOLVED:

That the constitution of the Equal Opportunities Committee be amended to remove provision for the appointment of a second Pro-Vice-Chancellor.

(d) Honorary Degrees Committee

That the constitution of the Honorary Degrees Committee be revised to provide for the appointment of two additional members; the Deputy Vice-Chancellor ex officio and a third lay member of the Council.

(e) University Research Ethics Committee

That the proposal for the establishment of a Research Ethics Committee, within a broader University Research Governance framework, be approved as set out in paper SC.285/02-03 (revised) subject to further consideration by the Chair of the Committee and the Director of Research Support Services of lay and external representation on the Committee and the use to be made of external advice and consultancy.

(f) Information Technology Policy Committee

RESOLVED:

That the constitution of the Information Technology Policy Committee be amended to remove the Deputy Registrar as a member of the Committee.

(g) Membership of Council Committees for the Academic Year 2003/2004

That the membership of Committees of the Council for the academic year 2003/2004 be as set out in the appendix attached to the copy of the minutes in the official minute book.

14/03-04 Report from the Senate

CONSIDERED and ADOPTED:

A report on selected items of business considered at the meeting of the Senate held on 1 October 2003 (C.5/03-04, tabled at the meeting).

15/03-04 Report from the Finance and General Purposes Committee

CONSIDERED:

An oral report from the Treasurer on the meeting of the Finance and General Purposes Committee held immediately before the meeting of the Council, selected papers relating to specific items of business on the agenda of the meeting (C.6/03-04 {Parts 1 and 2}, tabled at the meeting) and the Committee's receipt of reports and resolutions on the following matters:

- (a) A report on the recent completion of the audit of the University end of year accounts for 2002/03 and the surplus of 2.2% of turnover for the year.
- (b) A report from the Academic Enterprise Group noting a gross surplus on Group activities of £971k above the original forecast (FGPC.1(a)/03-04).
- (c) A report from the Commercial and Related Activities Group noting a gross surplus on Group activities for the year of £312k below the original forecast (FGPC.1(b)/03-04).
- (d) The introduction of a new accounting structure for the Students' Union for 2003/2004 (FGPC.4/03-04).
- (e) A report on the final terms of acquisition of National Grid House incorporating an interest rate hedging arrangement for the £10m ordinary term loan being used to fund partially the purchase of National Grid House (FGPC.5(b)/03-04).
- (f) An analysis of the University's cash and investment position as at 31 July 2003 (FGPC.10/03-04).
- (g) A change to the interest hedging arrangements for the £12m loan relating to the Claycroft and Jack Martin residences (FGPC.6/03-04)
- (h) Adoption of the revised version of the Treasury Management Policy for Money Market Funds and performance bench-marking (FGPC.7/03-04).

16/03-04 Code of Corporate Governance

CONSIDERED and ADOPTED:

The University's Code of Corporate Governance as set out in paper C.7/03-04.

17/03-04 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 4 July 2003 (C.8/03-04).

18/03-04 Amendments to University Ordinances

CONSIDERED:

- (a) For the first time, proposed amendments to University Ordinance 7 (C.9/03-04).
- (b) For the second time, proposed amendments to University Ordinance 3 (C.47/02-03).

RESOLVED:

- (a) That, for the first time, proposed amendments to University Ordinance 7 on the Constitution of the Board of the Faculty of Medicine be approved as set out in paper C.9/03-04.
- (b) That for the second time, proposed amendments to University Ordinance 3 Governing the Appointment of Pro-Vice-Chancellors be approved as set out in paper C.47/02-03.

19/03-04 Amendments to University Regulations

CONSIDERED:

Proposed amendments to University Regulations (C.10/03-04).

RESOLVED:

That proposed amendments to the following University Regulations be approved as set out in paper C.10/03-04:

- Regulation 4 Regulations for the Annual Review by the Promotions Committee of Lecturers, Senior Lecturers and Readers
- Regulation 10.3 Regulations Governing the Constitution and Appointment of Boards of Examiners for the full-time 2 + 2 and part-time Degree of BA
- Regulation 14 Regulations Governing Attendance and Termination of Registration
- Regulation 14.1 Regulations Governing Attendance at Classes
- Regulation 15 Regulations Governing Research Degrees.

20/03-04 Register of Members' Interests

RECEIVED:

A copy of the Register of Interests of Members of the University Council for the academic year 2003/2004 (C.11/03-04) noting that members of the Council who had not already done so were asked to complete their Register of Interests return for incorporation into the University's records.