

UNIVERSITY OF WARWICK

COUNCIL

Minutes of the meeting of the Council held on 14 May 2014

Present: Sir George Cox (Pro-Chancellor (Chair)), Mr K Bedell-Pearce (Treasurer), Mrs V Cooke (Vice-Chair), Professor S Croft (Provost), Mr P Dunne, Mrs P Egan, Ms T Elliott, Mr J Higgins, Mr G Howells, Professor C Hughes (Pro-Vice-Chancellor for Education (Innovation, Widening Participation and Employability)), Professor C W Hughes, Professor T Jones (Pro-Vice-Chancellor for Research (Science and Engineering), Knowledge Transfer and Business Engagement), Mr C March, Sir David Normington, Mr A Rivett, Mr N Sanders, Mr B Sundell, Professor S Swain, Mr M Temple, Professor P Thomas, Professor N Thrift (Vice-Chancellor and President).

Apologies: Dame Fiona Caldicott, Professor Sir John Temple, Professor P Winstanley.

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

107/13-14 Minutes

CONSIDERED:

The minutes of the meeting of the Council held on 13 February 2014.

RESOLVED:

That the minutes of the meeting of the Council held on 13 February 2014 be approved.

108/13-14 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 and Chief Operating Officer prior to the meeting of any potential conflicts of interest, and were also invited to do so now if appropriate.

NOTE: No declarations were made.

109/13-14 University Strategy Refresh (minute 72/13-14 refers)

REPORTED: (by the Deputy Registrar)

- (a) That six draft strategic goals had been developed following strategy discussions that had been held with a range of different stakeholder groups within the University.

- (b) That a consultation with the University community concerning the six draft strategic goals opened on 29 April 2014, with multiple opportunities to engage with the consultation made available, including the Strategy website, 'Town Hall' style meetings hosted by the Vice-Chancellor and President, joint sessions with the Students' Union Sabbatical Officers, student suppers and the Head of Departments' Forum.
- (c) That members of the Council had been invited to engage with the strategy consultation either through the website (<http://www2.warwick.ac.uk/about/strategyconsultation>) or by e-mailing their comments to the Deputy Registrar by Friday 23 May 2014, when the consultation closed.
- (d) That the final draft University Strategy would be brought forward for consideration by the Senate and the Council at their respective meetings in July 2014.

110/13-14 Council Effectiveness Review (CER) (minute 73/13-14 refers)

RECEIVED:

An update paper regarding progress made with the CER since July 2013 (C.56/13-14).

REPORTED: (by the Pro-Chancellor)

- (a) That it would be worth considering going paperless for meetings of the Council once the appropriate structures were in place.

(by the Registrar and Chief Operating Officer)

- (b) That a recommendation concerning some alterations to the committee structure of the University would be brought forward for consideration by the Council at a future meeting.
- (c) That, whilst the proposed alterations were anticipated to have minimal direct impact upon the Council, the changes would have a significant impact on the governance of the University, noting that one of the proposals was to create a body that would have oversight of resourcing across the University, pulling together the academic, administrative and infrastructure resourcing aspects of the University, prior to consideration by the Council or its committees.
- (d) That whilst some University sub-committees were paperless, a move to a fully paperless committee structure could only be implemented once there was absolute confidence that the appropriate organisational and internal systems of the University were in place to successfully support and implement such a change.
- (e) That annual conversations with lay members of the Council and the Chair and Secretary were in the process of being organised around the existing University commitments of lay members, wherever feasible.

(by Mr J Higgins)

- (f) That, if the Council papers were only distributed electronically, the culture of sitting at screens during the meeting could change the dynamic nature of the meeting.

111/13-14 *Future Developments: California (minute 94/13-14 refers)

(COMMERCIAL AND IN CONFIDENCE)

112/13-14 *Report from the Nominations Committee

(COMMERCIAL AND IN CONFIDENCE)

113/13-14 Establishment of the School of Modern Languages and Cultures

REPORTED:

- (a) That following the paper received from the Senate, members of the Council were invited to consider, by correspondence, the following recommendations:
- (i) To note the academic vision for the establishment of a School of Modern Languages and Cultures as approved by the Senate;
 - (ii) To approve the establishment of the School of Modern Languages and Cultures with effect from 1 August 2014;
 - (iii) To approve the disestablishment of the Sub-Faculty of Modern Languages, the Departments of French Studies, German Studies, Hispanic Studies, Italian and the Language Centre with effect from 1 August 2014;
 - (iv) To approve the necessary revisions to University Ordinance 7 on the Constitutions of the Boards of the Faculties and Ordinance 8 on Sub-Faculties for the first pass as a result of recommendations 2 and 3 above and as set out in appendix 4 of paper C.55/13-14 {restricted}.
- (b) That members of the Council were wholly supportive of the recommendations and that subsequently, the Pro-Chancellor had taken Chair's action on behalf of the Council to:
- (i) Approve the establishment of a School of Modern Languages and Cultures with effect from 1 August 2014;
 - (ii) Approve the disestablishment of the Sub-Faculty of Modern Languages, the Departments of French Studies, German Studies, Hispanic Studies, Italian and the Language Centre with effect from 1 August 2014;
 - (iii) Approve the revisions to University Ordinance 7 on the Constitutions of the Boards of the Faculties and Ordinance 8 on Sub-Faculties for the first pass with effect from 1 August 2014.

RESOLVED:

That thanks to Professor Simon Swain for his work on this project be recorded.

114/13-14 Appointment of a Pro-Vice-Chancellor (Arts and Social Sciences)

REPORTED:

- (a) That following the recommendation of the Appointment Committee for Pro-Vice-Chancellors chaired by the Vice-Chancellor and President and subsequently endorsed by the Senate, members of the Council had been invited to consider, by correspondence, the appointment of Professor Simon Swain to the position of Pro-Vice-Chancellor (Arts and Social Sciences).
- (b) That members of the Council were wholly supportive of the recommendation and subsequently, the Pro-Chancellor had taken Chair's action on behalf of the Council to appoint Professor Simon Swain to the position of Pro-Vice-Chancellor (Arts and Social Sciences), effective from 1 April 2014.

RESOLVED:

That Professor Simon Swain be congratulated on his new role.

115/13-14 *Vice-Chancellor and President's Business: Financial Matters (paper C.57/13-14 refers)

(COMMERCIAL AND IN CONFIDENCE)

116/13-14 *Vice-Chancellor and President's Business: Student Demonstration

(COMMERCIAL AND IN CONFIDENCE)

117/13-14 *Registrar and Chief Operating Officer's Business: University's Response to the High Speed 2 Rail Network (HS2) Bill

(COMMERCIAL AND IN CONFIDENCE)

RECEIVED:

A paper regarding the University's response to the HS2 Bill, together with an oral report from the Registrar and Chief Operating Officer (C.58/13-14, {restricted}).

118/13-14 Registrar and Chief Operating Officer's Business: Committee of University Chairs (CUC) Consultation Response

REPORTED:

- (a) That the University had responded to a consultation on the draft revised CUC Higher Education Code of Governance in March 2014, following discussion with the Chair of the Council and the Treasurer.
- (b) That the University welcomed the initiative to update the Code, noting that the revised draft was much clearer in its structure.
- (c) That a number of elements of the Code had become mandatory elements through the use of the word "must", although it was noted that the regulatory regime had not yet been developed in order to implement and monitor the proposed new mandatory elements.
- (d) That the Code was a principles-based approach but that it had been noted in the University's response that there were some gaps.

- (e) That one of the fundamental issues of the draft Code was that the relationship between the responsibilities of the Council and the Senate would be at odds with the University's Statutes.

119/13-14 Registrar and Chief Operating Officer's Business: Higher Education Funding Council for England (HEFCE) Financial Memorandum

REPORTED:

- (a) That a revision to the financial memorandum between HEFCE and the institutions it funds had been sent to institutions as part of a consultation exercise.
- (b) That although the analysis of the response from HEFCE to the initial consultation had indicated that HEFCE had made changes, the revised memorandum would not be published until 1 June 2014, so the University was not yet in a position to assess fully the revised document, noting that the revised memorandum was anticipated to be effective from 1 August 2014.
- (c) That the most significant area that remained open for debate during the consultation was the HEFCE's role in relation to the oversight of financial commitments.
- (d) That the University was not alone in raising concerns regarding the direction of travel that could be taken, noting that it was unclear as to how the overall regulatory model would work and that there was evidence that the HEFCE could move away from concerning itself with just financial matters in the revised document.

(by the Group Finance Director)

- (e) That the University's bank covenants required the University to be fully compliant with the HEFCE Financial Memorandum, and that it was anticipated that Barclays Bank would use this as a basis upon which to negotiate change to financial terms with institutions.

120/13-14 Report from the Senate

CONSIDERED and ADOPTED, a report on selected items considered at the meeting of the Senate held on 12 March 2014 (C.59/13-14), together with an oral report from the Vice-Chancellor and President on the following items of business:

- (a) Research Technology Platform (RTP) Strategy

REPORTED: (by the Vice-Chancellor and President)

That there had been support for Research Technology Platforms to be developed because of the efficiency gains that they were anticipated to bring to fruition, particularly in relation to centralising research facilities and ensuring access for a wider range of researchers.

(b) Report from the Research Committee

REPORTED: (by the Registrar and Chief Operating Officer)

That it would be helpful to have approval from Council for a standing delegated authority that would mean that any non-controversial academic matters would be approved by the Senate, noting that Council would continue to be informed of any decisions taken through reports from the Senate.

RESOLVED:

- (i) That the standing delegated authority to the Senate that any non-controversial academic matters could be approved by the Senate without the approval of the Council be approved.
- (ii) That the Council would continue to be informed of any decisions taken as part of this standing delegated authority through reports from the Senate.

- (c) Report on the Review of the Graduate School
- (d) Creation of a School of Modern Languages and Cultures
- (e) E-Learning Steering Group
- (f) Regulation 8: 4-year Integrated Undergraduate Master's Degrees
- (g) Change to Regulation 38: maximum time allowed for minor corrections to a DClinPsych thesis
- (h) Regulation 8.10 Appeals: Scope of Preliminary Review Panels
- (i) Regulation 36: Continuation of Registration Committees
- (j) Collaborative Course Proposals
- (k) "Part 4" Course Approval Form
- (l) Collaborative Periodic Review Process
- (m) Revisions to University Ordinance 13 on Degrees and Diplomas
- (n) Student and alumni deaths.

121/13-14 *Thematic Report: National Automotive Innovation Centre (NAIC)

(COMMERCIAL AND IN CONFIDENCE)

RECEIVED:

A progress update on the NAIC project as reported by Finance and General Purposes Committee, Building Committee and the 2013/14 spring term risk update report (C.60/13-14 {restricted}).

122/13-14 *Finance and General Purposes Committee (FGPC)

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED and ADOPTED, a report from the meeting of the FGPC held on 18 March 2014 (C.61/13-14 {restricted}), together with an oral report from the Group Finance Director.

123/13-14 *Audit Committee

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED and ADOPTED, a report from the meeting of the Audit Committee held on 1 April 2014 (C.62/13-14 {restricted}) together with an oral report from Ms Viki Cooke on behalf of the Chair of the Audit Committee, Mr John Higgins.

124/13-14 Building Committee

CONSIDERED and ADOPTED, a report from the meetings of the Building Committee held on 31 January 2014 and 17 March 2014 (C.63/13-14 {restricted}) together with an oral report from the Chair of the Building Committee, Mr G Howells, on the following items of business:

(a) Car Parking Strategy

REPORTED: (by Mr G Howells)

- (i) That the Car Parking Strategy included plans for one new car park and the extension of two existing car parks.
- (ii) That the broader Movement Strategy project for the University was a challenging piece of work, which would consider Car Parking, Park and Ride facilities and Public transport, together with access routes to and around the campus.

(by the Registrar and Chief Operating Officer)

- (iii) That an initiative called “Keep Campus Moving”, which was supported by a website, had been launched to detail what was happening when, so that staff, students and visitors would be kept up to date regarding any potential impact on their route to and around the campus.

(b) Campus Development Plan and Village Centre

REPORTED: (by Mr G Howells)

- (i) That some of the work on the Campus Development Plan was scheduled to begin on 23 June 2014, after the examinations period was over.
- (ii) That the planning for the Campus Village Centre, which included open spaces and performance spaces, was underway, with all departments at the University encouraged to engage with the development to make it as vibrant as possible.

- (c) Carbon Challenge Group
- (d) Landscape Stakeholders Group
- (e) Project Progressing Groups
- (f) Maintenance Report
- (g) Finance and Capital Projects.

125/13-14 *Universities Superannuation Scheme (USS) (minute 79/13-14 refers)

(COMMERCIAL AND IN CONFIDENCE)

CONSIDERED:

A progress update report on the status of the USS pension scheme (C.64/13-14 {restricted}), together with an oral update from the Group Finance Director and University Treasurer.

126/13-14 University Risk Update

RECEIVED:

A paper on the status of the University's key risks for the 2013/14 Spring term (C.65/13-14), together with an oral report from the Deputy Registrar.

REPORTED: (by the Deputy Registrar)

- (a) That the 2013/14 spring term institutional risk update incorporated comments from the Steering Committee and demonstrated the movement and trajectory of key risks.
- (b) That, what was particularly significant were the mitigating actions that had been taken, noting that the USS pension scheme was a significant risk.

RESOLVED:

That the risk update for the 2013/14 Spring term be approved.

127/13-14 Monash-Warwick Alliance Activities

RECEIVED:

A paper concerning Monash-Warwick Alliance activities (C.66/13-14), together with a presentation from Professor Andrew Coats, Academic Vice-President for the Monash Warwick Alliance, and Professor Sébastien Perrier, Professor of Polymers in the Chemistry department.

RESOLVED:

That thanks to Professor Andrew Coats and Professor Sébastien Perrier for their presentation be recorded.

128/13-14 Research Governance and Ethics Committee

RECEIVED:

The report from the meeting of the Research Governance and Ethics Committee held on 13 February 2014 (C.67/13-14).

- (a) Membership and Terms of Reference
- (b) Universities UK Research Integrity Concordat
- (c) Russell Group Research Integrity Workshop
- (d) Human Samples Status Report
- (e) Security Sensitive Research Material
- (f) Draft concordat on openness on the use of animals in research in the UK

(g) Report from the Animal Welfare and Ethical Review Body (AWERB).

129/13-14 Intellectual Property Committee

RECEIVED:

The report from the meeting of the Intellectual Property Committee held on 3 February 2014 (C.68/13-14).

- (a) Update on Intellectual Property (IP) Agreements within University Strategic Partnerships
- (b) Regulation 28 (covering Intellectual Property Rights)
- (c) Research Impact.

130/13-14 University Health and Safety Executive Committee

RECEIVED:

The report from the meeting of the University Health and Safety Executive Committee held on 5 March 2014 (C.69/13-14).

- (a) Membership and Terms of Reference 2013/14
- (b) Genetic Modification and Biosafety Committee (GMBSC)
- (c) Health and Safety Executive's (HSE) Enforcement Management Model
- (d) University Health and Safety Committee (UHSC).

131/13-14 Awards and Distinctions

RECEIVED:

A paper that set out the awards and distinctions that had been conferred on members of the University since the last meeting of the Council held on 13 February 2014 (C.70/13-14).

132/13-14 *Deeds

(COMMERCIAL AND IN CONFIDENCE)

RECEIVED:

A copy of the deeds executed on behalf of the Council since the meeting of the Council on 21 February 2013 (C.71/13-14, {restricted}).

133/13-14 Amendments to University Ordinances

CONSIDERED:

For the second time, proposed amendments to University Ordinance 13 on Degrees and Diplomas, as approved by the Senate (C.72/13-14).

RESOLVED:

That the proposed amendments to University Ordinance 13 on Degrees and Diplomas, as approved by the Senate and set out in paper C.72/13-14, be approved for the second time.

134/13-14 Amendments to University Regulations

CONSIDERED:

- (a) Proposed amendments to University Regulation 8 (8.10) governing the Degrees of Bachelor of Medicine and Bachelor of Surgery (MB ChB) and for the Bachelor of Medical Sciences (BMedSci), as approved by the Senate (C.73/13-14).
- (b) Proposed amendments to University Regulation 36 governing Student Registration, Attendance and Progress, as approved by the Senate (C.74/13-14).
- (c) Proposed amendments to University Regulation 38 (38.12) governing the Degree of Doctor of Clinical Psychology (DClinPsych), as approved by the Senate (C.75/13-14).

RESOLVED:

- (a) That the proposed amendments to University Regulation 8 (8.10) governing the Degrees of Bachelor of Medicine and Bachelor of Surgery (MB ChB) and for the Bachelor of Medical Sciences (BMedSci), be confirmed.
- (b) That the proposed amendments to University Regulation 36 governing Student Registration, Attendance and Progress, be confirmed.
- (c) That the proposed amendments to University Regulation 38 (38.12) governing the Degree of Doctor of Clinical Psychology (DClinPsych), be confirmed.

As at 9 July 2014