

## UNIVERSITY OF WARWICK

### Open minutes of the meeting of the Senate Steering Committee held on 25 June 2018

- Present:** Professor S Croft (Vice-Chancellor and Chair), Professor C Constable (Representative of the Senate), R Drinkwater (Group Finance Director), Professor C Ennew (Provost and Deputy Chair), Professor C Hughes (Pro-Vice-Chancellor (Education)), R Sandby-Thomas (Registrar), Professor S Swain (Pro-Vice-Chancellor (External Engagement)), Professor P Thomas (Pro-Vice-Chancellor (Research)), Professor M Shipman (Chair of the Faculty of Science), H Worsdale (President of the Students' Union).
- Apologies:** Professor A Clarke (Chair of the Faculty of Medicine), Professor M Nudds (Chair of the Faculty of Social Sciences), Professor P Roberts (Chair of the Faculty of Arts).
- In Attendance:** S Black (Assistant Secretary), R Martyn (Assistant Registrar, Graduate School) (for item 262/17-18), G McGrattan (Director, People Group), Reverend K Pearson (Chaplain) (for item 263/17-18), B Pithouse (Head of Institutional Resilience) (for item 260/17-18), R Roke (Director of Strategic Programme Delivery and Secretary), I Rowley (Director of Development, Communication and External Affairs), Professor C Sparrow (Academic Director and Chair of the Board of Graduate Studies) (for item 262/17-18), S Tuersley (Acting Secretary to Council), Dr C Twine (Academic Registrar), R Wooldridge Smith (Deputy Academic Registrar).

*Note: Some items are noted as "Exempt information not included" as they contain information that would be withheld from release to the public because an exemption under the Freedom of Information Act 2000 applies.*

#### 250/17-18 Conflicts of Interest

REPORTED: (by the Chair)

That, should any members or attendees of the Steering Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014).

NOTE: No declarations were made.

#### 251/17-18 Minutes

RESOLVED:

That the restricted minutes of the meeting held on 4 June 2018 be approved.

#### 252/17-18 Open Day

RESOLVED:

That the thanks of the Committee be extended to all those involved in the successful Open Day held on 22 and 23 June 2018.

253/17-18 MBE for Tracey Grant

REPORTED: (by the Vice-Chancellor)

- (a) That Tracey Grant had been named in the Queen's Birthday Honours List 2018, receiving an MBE for services to higher education.
- (b) That Tracey had worked at the University for over 30 years and was one of the Senior Wardens of Warwick's Residential Life Team.

254/17-18 Awards for Arts Professors

REPORTED: (by the Vice-Chancellor)

- (a) That Professor Peter Marshall, Department of History, had been awarded the prestigious Wolfson History Prize for their book "Heretics and Believers: A History of the English Reformation".
- (b) That David Morley, a Professor from the Warwick Writing Programme, had been elected as a Fellow of the Royal Society of Literature in recognition of their work as a poet.

255/17-18 Election of Assembly Representative on the Senate

REPORTED: (by the Vice-Chancellor)

That following the recent online election for one representative of the Assembly to membership of the Senate, Paul Trimmer had been elected to serve as a member of Administrative/Support staff, for a three year term through to 31 July 2021.

256/17-18 University Rankings

REPORTED: (by the Vice-Chancellor)

- (a) That the University had been named as one of the world's top 100 universities for research and teaching by the Times Higher Education's 2018 World Reputation Rankings.
- (b) That Warwick was one of only nine UK institutions to be listed in the top 100, noting that the University had maintained its ranking from 2017 and was placed in the 81-90 range.

257/17-18 Silver Award in Teaching Excellence Framework

REPORTED: (by the Vice-Chancellor)

That on 6 June 2018 the Office for Students had confirmed the University's Silver Award in the Teaching Excellence Framework (TEF).

258/17-18 Personal Tutoring Review

REPORTED: (by the Vice-Chancellor)

- (a) That the report of the Review of Personal Tutoring at Warwick had been recently published online.

- (b) That a number of recommendations and changes had been proposed for 2018/19 to improve the experience for students, facilitate staff to provide appropriate support, and reward excellence in personal tutoring.

259/17-18 \*Senate Business

CONSIDERED:

The items of business for the meeting of the Senate to be held on 4 July 2018.

REPORTED: (by the Acting Secretary to Council)

- (a) That the draft revised Charter and Statutes of the University would be considered at the July 2018 meetings of Senate and Council and then presented to the Privy Council for initial comment.
- (b) That the final draft revisions would be considered by Senate and Council in October 2018, followed by approval by the Privy Council, with confirmation back to Senate and Council in early 2019.
- (c) That work on the draft revised University Ordinances would progress over the summer for consideration by the Senate and Council in October 2018, noting that these did not require approval by the Privy Council.
- (d) That it would therefore be necessary to request a hiatus in revisions to Ordinances after 31 July 2018.

(by the Representative of the Senate)

- (e) That the revisions to the interdisciplinarity sections of the Research Strategy, following comments made at the last meeting of the Senate, worked very well.

RESOLVED:

That the items of business for the meeting of the Senate to be held on 4 July 2018 be approved, as set out in the papers circulated for consideration by the Senate Steering Committee.

260/17-18 \*Institutional Risk Register – Summer Update 2017-18

CONSIDERED:

An update on the institutional risk register (SC.106/17-18 {restricted}).

REPORTED: (by the Head of Institutional Resilience)

- (a) That the report presented a light-touch update of the top five risks of the Institutional Risk Register, with no reported changes to any of the risk statuses.
- (b) That a full update of the risk register would be provided in the autumn term 2018/19, noting that planned actions were anticipated to have a positive impact on risk statuses.
- (c) That the target date for achievement of the net risk status for the Health and Safety risk had been brought forward to July 2019.

- (d) That no changes to the National Automotive Innovation Centre (NAIC) risk were being proposed at the current time.
- (e) That whilst significant work had been undertaken in relation to the General Data Protection Regulation risk, it was acknowledged that further action was required to reduce the risk status to an acceptable level.
- (f) That conversations were ongoing regarding the broadening of the visa compliance risk, noting that a holistic review of the regulatory compliance risk would also be carried out over the summer.
- (g) That in relation to the review of risk management at Warwick and following receipt of the report from the external auditor, consideration would be given to the recommendations on the most effective method for operationalising the proposed risk appetite statements within the new Risk Management Policy.

(by the Group Finance Director)

- (h) That the NAIC risk description could be updated to reflect the current position.

(by the Pro-Vice-Chancellor (Education))

- (i) That consideration should be given to re-wording the description of risk 11, with more of a focus on student success rather than only the social obligation of the University.

(by the Chair)

- (j) That the wording in risk 11 was linked to the description of the University's work under its charitable objects.

RESOLVED:

- (a) That the draft Institutional Risk Register and the changes set out in SC.106/17-18 {restricted} be approved as an accurate record of the key risks facing the University at the current time, noting the suggested change to the wording of the NAIC risk.
- (b) That the planned work in relation to the review of risk management be noted.

261/17-18 \*Report from the Academic Resourcing Committee

CONSIDERED:

A report from the Academic Resourcing Committee (SC.107/17-18 {restricted}).

REPORTED: (by the Provost)

[Exempt information not included]

- (b) That ARC had received updates on the Strategy Renewal meetings which were currently underway, as well as a summary of the Strategic Investment Fund bids submitted by departments.

[Exempt information not included]

RESOLVED:

[Exempt information not included]

- (b) That the report from the Academic Resourcing Committee as set out in SC.107/17-18 {restricted} be noted.

262/17-18 \*Graduate School Update

CONSIDERED:

An update from the Graduate School (SC.108/17-18 {restricted}).

REPORTED: (by the Academic Director and Chair of the Board of Graduate Studies)

- (a) That the report outlined three strategic areas for further consideration relating to: scholarships; student mobility; and the establishment of doctoral colleges (as opposed to graduate schools) at a number of other UK universities.

[Exempt information not included]

(by the Chair of the Faculty of Science)

- (f) That the Research Excellence Framework (REF) Steering Group had recently considered PGR student data benchmarked against the Russell Group, which did not necessarily match the HESA data.

(by the Pro-Vice-Chancellor (Research))

- (g) That reporting should be appropriate for each individual purpose and perspective, noting that it was essential to also provide a narrative in each case.

(by the Assistant Registrar (Graduate School))

[Exempt information not included]

- (i) That linked to the consideration of the pros and cons of a graduate school versus a doctoral college, provision of a central hub for PGR students would be essential.

(by the Chair)

- (j) That the interest in and ease of setting up cotutelle agreements was very positive, given that cotutelles could bring notable benefits.
- (k) That the analysis of the postgraduate student data sets should be prioritised and brought back to a future meeting, noting that this would also inform and facilitate consideration of other strategic questions raised.

RESOLVED:

- (a) That the analysis of the postgraduate student number data sets be prioritised and brought back to Steering for consideration at a future meeting.
- (b) That the update from the Graduate School as set out in SC.108/17-18 {restricted} be noted.

263/17-18 Annual Chaplaincy Report

CONSIDERED:

An annual update on the development and recent activities undertaken by the Chaplaincy (SC.109/17-18).

REPORTED: (by the Director, People Group)

- (i) That the Chaplaincy Team formed an essential part of the wellbeing offer at Warwick.

(by Reverend K Pearson)

- (j) That the structure and purpose of the Chaplaincy Advisory Group had been reviewed and a Chaplaincy Reference Group established, with its first meeting planned in Autumn 2018.
- (k) That the Free Church Management Committee had confirmed that they were planning to provide a Free Church Chaplain at the University, noting that the additional resource would greatly benefit the work of the Chaplaincy.
- (l) That the Chaplaincy had engaged with the development of the inaugural Warwick Welcome Week in 2018 and it was planned to utilize the Chaplaincy as a quiet, alternative and alcohol-free space for new students.

(by the Senate Representative)

- (m) That the provision of the Chaplaincy as a calm space on campus, particularly during the first few weeks of term was very positive.

(by the President of the Students' Union)

- (n) That the Students' Union would be providing non-alcohol related events during Welcome Week, with positive links between the Chaplaincy programme and that of the student societies.

RESOLVED:

- (a) That the thanks of the Committee be extended to the Chaplaincy Team for their invaluable work in supporting students and the University community.
- (b) That the Annual Chaplaincy Report as set out in SC.109/17-18 {restricted} be noted.

264/17-18 \*Report from Budget Steering Group – Q3 2017-18

RECEIVED:

A report from the Budget Steering Group on the University's financial performance in Quarter 3 of 2017-18 (SC.110/17-18 {restricted}).

265/17-18 Membership of Senate Committees 2017-2018

RESOLVED:

That the recommendation for an in-year appointment to the First Year Board of Examiners for the Faculty of Social Sciences as set out in SC.111/17-18 be approved.

As at 2 July 2018