

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on Monday, 16 November 2015

- Present: Professor Stuart Croft (Provost (Chair)), Ms R Drinkwater (Group Finance Director), Professor S Gilson (Chair of the Board of the Faculty of Arts), Professor Christina Hughes (Pro-Vice-Chancellor (Teaching and Learning)), Professor Christopher Hughes (Chair of the Board of the Faculty of Social Sciences), Mr I Leigh (President of the Students' Union), Professor J Palmowski (Pro-Vice-Chancellor (Postgraduate and Transnational Education)), Mr K Sloan (Registrar and Chief Operating Officer), Professor S Swain (Pro-Vice-Chancellor (Arts and Social Sciences)), Professor M Shipman (Chair of the Board of the Faculty of Science), Professor C Sparrow (Academic Member of the Senate), Professor P Winstanley (Chair of the Board of the Faculty of Medicine), Professor L Young (Pro-Vice-Chancellor (Academic Planning and Resources)).
- Apologies: Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor T Jones (Pro-Vice-Chancellor (Science, Engineering and Medicine)), Professor P Thomas (Pro-Vice-Chancellor (People and Public Engagement)), Professor Sir Nigel Thrift (Vice-Chancellor and President).
- In Attendance: Ms C Ahearn (Executive Officer, Vice-Chancellor and President's Office), Ms S Bennett (Director, Careers and Skills, for item 64/15-16), Mr J Breckon (Director of Estates), Dr M Glover (Academic Registrar), Mrs P Glover (Director of Governance and Assurance Services, for items 62/15-16 and 63/15-16), Mrs C Henrywood (Assistant Registrar (Governance) (Assistant Secretary)), Ms J Horsburgh (Deputy Registrar (Secretary)), Ms G McGrattan (Director of Human Resources), Mr J Phillips (Director of Health and Safety for item 63/15-16), Mr I Rowley (Director of Development, Communications and External Affairs).

54/15-16 Minutes

RESOLVED:

That the open and restricted minutes of the meeting held on 9 November 2015 be approved.

55/15-16 In Memorium: Dewijen Rangnekar

REPORTED: (by the Provost)

That the University was deeply saddened by news of the death of Dr Dewijen Rangnekar on 30 October 2015, an Associate Professor in the School of Law, who was an energetic researcher who would be greatly missed by his colleagues and students alike.

RESOLVED:

That the condolences of the Steering Committee be extended to Dr Rangnekar's family.

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### 56/15-16 Students and Staff in France

REPORTED: (by the Provost)

- (a) That the University was shocked and saddened to learn of the events in Paris and sent its profound sympathy to all those affected.
- (b) That the University had been in touch with the 108 students from WBS, French, Law and Political and International Studies departments, and the one member of staff from the History department that it knew had been located in France, noting that 103 of the students and the member of staff had confirmed that they were safe, with action underway to follow up with the remaining five.
- (c) That the University had offered direct support and advice to current students in France or on campus who had been affected by events in Paris.
- (d) That the members of the Steering Committee had observed the minute's silence at 11am in memory of those who had lost their lives in Paris.

RESOLVED:

That the University sent its profound sympathy to all those affected by the events in Paris.

NOTE: That following the meeting, all 108 students had confirmed to the University that they were safe.

### 57/15-16 Appointment of Professor Tim Jones as Interim Provost

REPORTED: (by the Provost)

That following the recent announcement that Professor Christine Ennew had been appointed as the University's Provost from 1 August 2016, Professor Tim Jones, currently the University's Pro-Vice-Chancellor for Science, Engineering and Medicine, had agreed to serve as acting Provost from February to July 2016.

RESOLVED:

That the thanks of the Steering Committee be extended to Professor Tim Jones for agreeing to serve as the acting Provost from February to July 2016.

### 58/15-16 New WMG Academy for Young Engineers in Solihull receives £1.1m

REPORTED: (by the Provost)

That a £1.1m grant had been confirmed by Greater Birmingham and Solihull Local Enterprise Partnership, which would help to fund state of the art, industry standard engineering and IT equipment at the WMG Academy for Young Engineers that was in the process of being built in Solihull.

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### 59/15-16 Dignity at Warwick Event 2015: 18 November 2015

REPORTED: (by the Provost)

That the University was to focus on mental health at Warwick through its Dignity at Warwick event that was to be held on 18 November 2015, noting that stands would be sited around campus to provide information to staff and students about mental health and the support that was available.

### 60/15-16 Network 365 Event: Warwick in California

REPORTED: (by the Provost)

That a Network 365 Event focusing on Warwick in California was to be held on 26 November 2015, with the Warwick community being invited to hear more about the project, its ambitions, the timescales and how staff and students could become involved.

### 61/15-16 Lecture Series: Excellence in Education

REPORTED: (by the Provost)

That the Centre for Professional Education (CPE) was to offer a series of Excellence in Education events during November and December 2015, that included the exploration of a variety of themes, including the UK's role in international schooling, the perceived benefits of a college of teaching and how regional school commissions could develop.

### 62/15-16 \*Higher Education Green Paper: Government Consultation

CONSIDERED:

A summary of the Government's green paper on higher education 'Fulfilling our Potential: Teaching Excellence, Social Mobility and Student Choice' (SC.22/15-16 {Restricted}).

RESOLVED:

That the timeline and consultation approach proposed in the paper (SC.22/15-16 {Restricted}) be approved.

### 63/15-16 Health and Safety Policy

CONSIDERED:

The proposed changes to the University's Health and Safety Policy (SC.23/15-16 {Restricted}).

REPORTED: (by the Deputy Registrar)

- (a) That the University's Health and Safety Policy was last updated in 2012 and that work had been recently undertaken to refresh the policy to provide greater clarity on the accountability and leadership of health and safety in the University.
- (b) That the paper proposed that the University Health and Safety Executive Committee (UHSEC) became a proper executive Committee, reporting to the

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Steering Committee as opposed to the Council, with the Council receiving its assurance on health and safety through the Audit Committee.

(by the Director of Health and Safety)

- (c) That the Health and Safety Policy clarified the roles of individual role holders and refreshed the culture of health and safety in the University, with greater clarity provided regarding the Vice-Chancellor and President's responsibilities and reporting lines, along with more detail regarding the role of the Director of Estates, Heads of Departments and the University Health and Safety Executive Committee (UHSEC).
- (d) That the role of the Director of Health and Safety was one of an advisory capacity, implementing the requirements of the Health and Safety Executive (HSE) in the University and providing the expert resources.
- (e) That the development of a resources paper was underway to articulate the level of institutional resources and expertise required to support a refreshed health and safety culture, noting that this would be forthcoming shortly.

(by the Registrar and Chief Operating Officer)

- (f) That should a Head of Department be concerned that they had not received the appropriate level of resource to assist them in discharging their health and safety responsibilities, they should bring this to the attention of the Administrative and Professional Services Group (APSG).

RESOLVED:

- (a) That the word 'assets' be removed as an accountability of the Group Finance Director in the document.
- (b) That the Health and Safety Policy be approved and be recommended to the University Council for adoption.

### 64/15-16 \*Destination of Leavers from Higher Education (DELHE)

CONSIDERED:

A report on the DELHE results for 2013/14 graduates (SC.24/15-16, {Restricted}).

RESOLVED:

- (a) That it be noted that actions to improve employment outcomes for Warwick graduates would be suggested within the institution-wide Employability Review report.
- (b) That the recommendation regarding the removal of the employment Performance Indicator from the University's basket of measures be reviewed at a later date.

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### 65/15-16 \*Universities Superannuation Scheme (USS) - Benefits, Tax Options and Implementation

RECEIVED:

A paper from the Director of Human Resources regarding the proposed developments to the benefits, tax options and implementation of the USS (SC.25/15-16 {Restricted}).

### 66/15-16 Postgraduate Welcome Week

CONSIDERED:

An oral report regarding the recent Postgraduate Welcome Week from the Pro-Vice-Chancellor (Postgraduate and Transnational Education)).

REPORTED: (by the Pro-Vice-Chancellor (Postgraduate and Transnational Education))

- (a) That the postgraduate welcome week had gone well, noting that over 1,000 students had responded to the satisfaction survey and that circa 55 per cent of respondents were highly satisfied with the events.
- (b) That coordination between centrally and departmentally run events would benefit from improvement, particularly where students had paid for an enhanced programme as their expectations had been naturally higher.
- (c) That the community events and food themed events had been well received but that the programme would benefit from increasing the number of welfare related events in future years.

RESOLVED:

That a short paper concerning the Postgraduate Welcome Week be received at a future meeting.

### 67/15-16 New UCEA Plan 2015-2020

- (a) That on 4 November 2015 the new UCEA Plan for 2015-2020 had been launched, noting that the plan has been developed by the UCEA Board and recognises that UK higher education is at a place of exceptional change, challenge and opportunity.
- (b) That the plan had taken the opportunity to refresh UCEA's purpose and aims and articulate the core activities members can expect to see and they had identified three priority themes that will provide focus for our services to where UCEA can best add value and these were:
  - (i) assisting HEIs in achieving effective employment practice and employee relations in the context of change in workplaces, the economy and in higher education delivery;
  - (ii) supporting HE organisations in taking forward recruitment, reward and recognition strategies that are fit for their evolving employment environments; and,

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- (iii) seeking and supporting movement towards sustainable solutions to HE employer's future pensions provision within a complex and changing pensions landscape.