

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 1 March 2010

Present: Vice-Chancellor,
Professor L Bridges,
Professor S Bruzzi (from item 336/09-10),
Professor A Caesar,
Professor R Higgott
Professor C Hughes,
Professor K Lamberts,
Professor M Smith,
Professor M Underwood,
Professor M Whitby
Professor D Wilson,
Mr A Bradley.

In Attendance: Registrar, Deputy Registrar (except item 345(a)/09-10), Academic Registrar, Finance Director, Director of Estates, Director of Development, Communication and Strategy, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance), Professor S B Palmer (except item 345(a)/09-10), Director of Human Resources (for item 345/09-10)

333/09-10 Minutes

RESOLVED:

That the minutes of the meeting held on 22 February 2010 be approved, subject to the following amendments (deletions struck through and additions underlined):

(a) ~~321/09-10~~

RESOLVED:

That the proposal for a Warwick IKC in Quantum Technologies for Energy and the Environment as set out in SC.211/09-10 be approved, noting that, should the bid progress, a business case would be required by the Finance and General Purposes Committee for the approval of the desired University investment of £2.4m where this exceeded existing budgets and subject to the revision of the number of four –year studentships within the Centre from six per annum as stated in SC.211/09-10 to five.

(b) ~~322/09-10~~

(a) That the proposed ~~capital~~ revenue input from the University of ~~circa £4m~~ might be offset by the recovery of overheads under the EDRF methodology.

(...)

RESOLVED:

That the application to AWM and ERDF to establish an International Institute for Product Service Innovation (IIPSI) as set out in SC.221/09-10 be approved, noting that a business case would be required by the Finance and General Purposes Committee for the approval of the desired University capital investment of £4m.

334/09-10 Draft University Response to HEFCE Consultation 'Future arrangements for quality assurance in England and Northern Ireland' (minute 320/09-10 refers)

CONSIDERED:

The final draft of the University response to the HEFCE Consultation 'Future arrangements for quality assurance in England and Northern Ireland' revised in the light of discussion at the previous meeting of the Committee (SC.213/09-10, revised).

RESOLVED:

That the final draft of the University response to the HEFCE Consultation 'Future arrangements for quality assurance in England and Northern Ireland' be approved as set out in SC.213/09-10 (revised) for submission to HEFCE by the deadline of 5 March 2010.

335/09-10 HEFCE EP 02/2010: New Student Number Control for 2010/11 (minute 325/09/10 refers)

REPORTED: (by the Academic Registrar)

- (a) That HEFCE had confirmed the institutional student number control limit for 2010/11.
- (b) That new HEFCE-funded full-time undergraduates who withdrew from the University before the Higher Education Early Student Statistics (HESES) deadline of 1 December were included in the limit, it being noted that this group of students had not previously been included in HEFCE funding calculations.

336/09-10 HEFCE Consultation on Revisions to the Financial Memorandum (minute 318/09-10 refers)

REPORTED: (by the Registrar)

- (a) That there were concerns that the Russell Group might seek to 'tone down' its response to the HEFCE Consultation on Revisions to the Financial Memorandum as considered by the Committee at the previous meeting.
- (b) That the University Council resolved at its meeting held on 25 February 2010 to support a direct and robust response to the consultation.
- (c) That, with others, the University had sought legal advice and that initial review of the advice received suggested that the proposed HEFCE revisions were not in breach of law.

337/09-10 HEFCE Circular 03/2009: Employer co-funded additional student numbers for 2010-11 (minute 326/09-10 refers)

REPORTED: (by the Academic Registrar)

That, as previously reported to the Committee, the School of Engineering were interested in securing potential co-funded student places with regards to its tunnelling project but did not intend to bid for these under the current HEFCE scheme for the 2010/11 academic year.

338/09-10 I/2010/007: Universities UK report: HE and the Creative Economy (minute 327/09-10 refers)

REPORTED: (by the Academic Registrar)

That the Director of Research Support Services would co-ordinate potential case studies for submission to UUK for its report into the HE contribution to the creative economy by the deadline of 8 March 2010.

339/09-10 Visit of Sir Mark Walport

RESOLVED:

- (a) That the Committee extend its thanks to colleagues involved in the visit of Sir Mark Walport, Chief Executive of the Wellcome Trust, to campus on 24 February 2010.
- (b) That, as challenged by Sir Mark Walport, the University explore its engagement with the Wellcome trust with a view to increasing applications and award rates.

340/09-10 Appointment Process for a Deputy Vice-Chancellor (minute 319/09-10 refers)

REPORTED: (by the Vice-Chancellor)

That the process to appoint a Deputy Vice-Chancellor had begun as agreed by the Steering Committee at its previous meeting with the publication of details of the process, role specification and related information for the appointment on Insite.

341/09-10 Appointment of Dean of Warwick Business School

REPORTED: (by the Vice-Chancellor)

That Professor Mark Taylor had been appointed as the new Dean of Warwick Business School.

342/09-10 Students' Union Elections (minute 328/09-10)

REPORTED: (by the President of the Students' Union)

That the following students had been elected as sabbatical officers for the 2010/11 academic year:

President:	Daniel Stevens, Philosophy/Politics/Economics
Education Officer:	Sean Ruston, Politics and International Studies
Democracy and Communications Officer:	Chris Luck, History
Sports Officer:	George Whitworth, Mathematics
Finance Officer:	Stuart Stanley, Computer Science
Societies Officer:	Andy White, Accounting and Finance
Welfare Officer:	Leo Boe, Politics and International Studies

343/09-10 Capital Development and Space Management

CONSIDERED:

A report from the Chair of the Capital Planning and Accommodation Review Group (CPARG), the Director of Estates and the Senior Assistant Registrar (Space Management and Timetabling) providing information on recent capital and space developments (SC.228/09-10).

REPORTED: (by the Director of Estates)

- (a) That the Financial Plan Sub-Committee approved a scheme to develop a data centre in Argent Court at its meeting held on 23 February 2010.
- (b) That the business plan regarding the proposed International Institute for Product and Service Innovation (IIPSI) would be considered by the Finance and General Purposes Committee at its meeting to be held on 16 March 2010, noting that the decision as to whether the application to AWM for funding was successful was expected in late March/early April 2010.
- (c) That the benchmarked key space metrics considered by CPARG indicated that the University was performing poorly compared to peer institutions, suggesting that based on the surplus of non-residential space, Warwick was either oversized or not generating sufficient net income per square metre.
- (d) That the average office space per academic member of staff at Warwick was higher than that at peer institutions.

(By the Chair of the Board of the Faculty of Arts)

- (e) That CPARG might consider addressing the issue of inefficient use of space, particularly in regards to office sizes, within the forthcoming planning round.

(By the Chair of CPARG)

- (f) That there was a requirement in the University to transfer those valuable and under-utilised locally timetabled rooms to the central timetabling system, acknowledging that investment would be required to improve the standard of accommodation therein and to cover the increased administrative resources required to manage the expanding portfolio of rooms.

RESOLVED:

- (a) That the Finance Director and the Pro-Vice-Chancellor (Research: Science and Medicine) discuss further the business plan for the Interdisciplinary Sciences Building in the light of the additional costs relating to IT capacity and equipment and a potential revision to the ground floor layout.
- (b) That the ARC and CPARG be invited to consider how they might increasingly engage with departments over their need to critically review their use of space, with a view to improving the efficiency and effectiveness of space utilisation.
- (c) That the Director of Estates explore the feasibility of completing the refurbishment of Radcliffe Teaching Centre earlier than Summer 2011 (the currently scheduled completion date).

344/09-10 University Response to HEFCE Consultation 2009/48 on the Assessment Process for CIF2

CONSIDERED:

The University response to the HEFCE consultation on the assessment process for the second round of the Capital Investment Framework (CIF2), together with the executive summary of the consultation document HEFCE 2009/48 (SC.231/09-10).

REPORTED: (by the Director of Estates)

That the consultation sought the views of institutions regarding the assessment questions for applications to future rounds of CIF and that 40 percent of the CIF funding would be allocated on the basis of a University's response to these questions with 60 percent allocated by a formulaic approach.

RESOLVED:

That the Director of Estates and the Registrar provide a cover letter for signature by the Vice-Chancellor to accompany the University response to the consultation by the deadline of 12 March 2010, with a view to raising some of the wider concerns regarding way in which of the metrics to be used in the formulaic approach might influence wider policy.

345/09-10 Human Resources and Learning and Development Centre Update

CONSIDERED:

A report from the Director of Human Resources updating the Committee on progress on key activities including pensions, the implementation of a School of Life Sciences, Pulse Staff Survey 2010, reward and current human resources metrics (SC.229/09-10).

REPORTED: (by the Director of Human Resources)

- (a) That the consultation on proposals to modify future benefit provision under the University of Warwick Pension Scheme (UPS) with the JCC and eligible employees began on 30 November 2009 and concluded on 28 February 2010, noting that all feedback received via this process would be considered by the University.
- (b) That the Academic Redundancy Committee as established by the Council had met to consider staffing within the departments of Warwick HRI and Biological Sciences on 18 February 2010.

(By the Chair of the Board of Graduate Studies)

- (c) That due to the timescales for the implementation of the School of Life Sciences, outstanding issues regarding postgraduate research student supervision would be left very late in the process, prolonging the uncertainty for those students affected.

RESOLVED:

That a paper detailing the feedback received during the UPS consultation process and the actions to be taken in response be submitted for the consideration of the Steering Committee at a future meeting, with a view to final proposals being considered and approved prior to circulation to the UPS Trustees.

346/09-10 Launch of the Government's response to the National Student Forum's second Annual Report

RECEIVED:

An announcement from the National Student Forum (NSF) on the Government response to the second Annual Report of the NSF, which was due to be released on 24 February 2010 (SC.233/09-10).

347/09-10 I/2010/011: 'Active Ageing and Universities' Report

RECEIVED:

An Information note and the executive summary of a recent UUK research report on the engagement of older learners in education and training with special reference to higher education (SC.230/09-10)

348/09-10 I/2010/010: 2010 Rating Revaluation

RECEIVED:

An Information note outlining UUK's work towards a 2010 memorandum of agreement on the method of valuation for rating of HEIs in England, Wales and Scotland (SC.232/09-10).

JFB/jf/steersshare/minutes2009-10/Mar10/01Mar10