

# THE UNIVERSITY OF WARWICK

## Minutes of the meeting of the Steering Committee held on 30 November 2009

- Present: Vice-Chancellor,  
Professor L Bridges,  
Professor C Hughes,  
Professor K Lamberts,  
Professor M Smith,  
Professor M Underwood (from item 148/09-10),  
Professor M Whitby,  
Professor D Wilson,  
Mr A Bradley.
- Apologies: Professor S Bruzzi, Professor A Caesar, Professor R Higgott.
- In Attendance: Deputy Registrar, Finance Director, Director of Estates, Director of Strategy, Communication and Strategy, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance), Professor S B Palmer, Director of Management Information and Planning (for item 148/09-10), Librarian (for item 149/09-10).
- 146/09-10 Minutes
- RESOLVED:
- That the minutes of the meeting held on 23 November 2009 be approved.
- 147/09-10 Health and Safety Update (minute 131/09-10 refers)
- REPORTED: (by the Vice-Chancellor)
- That, following further investigation, the main reasons for Warwick's level of incidents which required report under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations being higher than the sector norm were as follows:
- (i) That most accidents in the sector occurred in the "service" sections such as catering, cleaning, grounds and maintenance and security and universities that contract out these services would have lower incident rates since the accidents are reportable by the company employing the staff rather than by the University.
  - (ii) That Warwick was a campus University i.e. the University managed and maintained the campus around its buildings and hence had to report incidents on its campus that arise from the condition of its grounds, noting that, at city based universities, the local authority rather than the university would have much of this accountability.
- 148/09-10 Academic Statistics Yearbook 2009/10 (minute 132/09-10 refers)
- REPORTED: (by the Vice-Chancellor)
- (a) That the recently published Academic Statistics Yearbook 2009/10 highlighted the significant rise in student FTEs over recent years.
  - (b) That the University had never expressed a strategic view regarding the appropriate size of the student body but that the data contained in the Yearbook in this regard would provide interesting background to the process of refreshing the University Strategy.

(By the Director of Management Information and Planning)

- (c) That the increase was largely due to growth in the following areas (in order of volume of growth, largest first):
- (i) Postgraduate Taught students in the Faculty of Social Sciences (particularly in Warwick Business School, Law and Economics);
  - (ii) Undergraduate students in the Faculty of Social Sciences (particularly in Warwick Business School, the Institute of Education and Philosophy);
  - (iii) Postgraduate Taught students in the Faculty of Science (particularly in Engineering, Biological Sciences and the MOAC DTC);
  - (iv) Undergraduate students in the Faculty of Science (Biological Sciences and Mathematics) and
  - (v) Undergraduate students in the Faculty of Arts (particularly in History).

149/09-10 Periodicals Review Exercise 2009

RECEIVED:

A paper from the University Librarian updating on progress to date to deliver the proposed £200k savings on periodicals expenditure (SC.104/09-10).

REPORTED: (by the Librarian)

- (a) That the Library had secured £80k of the proposed £200k saving on periodicals expenditure following a cancellations exercise in consultation with departments over the summer.
- (b) That, in order to achieve the outstanding savings, work was commencing to investigate the feasibility of disaggregating bundled periodicals deals with a number of large publishers, noting that consultation with departments would continue in this regard.

(By the Pro-Vice-Chancellor (Research: Science and Medicine))

- (c) That the sub-group of the Information Policy and Strategy Committee established to investigate potential options for further savings was also giving consideration to the possible effectiveness of sector-wide engagement directly with large suppliers, such as Elsevier.

(By the Vice-Chancellor)

- (d) That the impact of savings in this area merited careful scrutiny.

150/09-10 Life Sciences: Implementing the Senate Resolution

CONSIDERED:

A paper from the Deputy Registrar confirming arrangements to progress the implementation of the School of Life Sciences, together with proposals for how the development of the wider vision for Warwick Life Sciences might be progressed in parallel (SC.112/09-10).

REPORTED: (by the Deputy Registrar)

- (a) That the proposed Warwick Life Sciences Strategy Group was being established to seek views from, and to secure the involvement of, interested parties within the University community regarding the larger vision for Life Sciences, noting that further

consideration would be given to establishing a smaller 'task' group to develop the detail of that vision.

- (b) That a progress report on the development of the wider vision for Warwick Life Sciences would be considered by the Steering Committee by the end of the Spring Term 2010.

(By the President of the Students' Union)

- (c) That the inclusion of student representatives on all appropriate groups was welcomed.

RESOLVED:

- (a) That any suggestions for additional or alternate members for the School of Life Sciences Implementation Groups be forwarded to the Deputy Registrar for consideration.
- (b) That the Chair of the Board of Graduate Studies be added to the membership of the Student Consultative Group for the School of Life Sciences.

151/09-10

Strategic Departmental Review Report: School of Engineering

CONSIDERED:

The final report from the Strategic Departmental Review for the School of Engineering held between 10 to 12 June 2009 (SC.113/09-10).

REPORTED: (by Interim Chair of the School of Life Sciences)

- (a) That a £2.5m refurbishment project for the mainstream Engineering building was due to commence shortly which would address some of the concerns regarding accommodation raised within the report, noting that the School had not yet expressed priorities for this spend.

(By the Chair of the Board of Graduate Studies)

- (b) That, generally, Engineering was not making sufficient progress to increase postgraduate research student numbers in line with the University strategy and that there was potential for postgraduate research opportunities based around the work being undertaken in the Digital Laboratory.

(By the Pro-Vice-Chancellor (Research: Science and Medicine))

- (c) That the research performance of the School would need to be addressed prior to Research Excellence Framework, together with exploring what effect the recent restructuring of the research activity within the School into six themes would have on its performance.

(By the Vice-Chancellor)

- (d) That the Director of Research Support Services and the Registrar were already discussing the issues raised in the report around contract support available to the School.

(By the Deputy Registrar)

- (e) That consideration was currently being given as to how the University might appropriately recognise the respective contributions and achievements of co-investigators and principal investigators.

RESOLVED:

That the Vice-Chancellor identify individuals to consult with the Dean of the School of Engineering and the Director of Warwick Manufacturing Group regarding the recommendations in the report.

152/09-10 Annual Monitoring Statement

CONSIDERED:

The University Annual Monitoring Statement to be submitted to HEFCE on 30 November 2009 as part of the Single Conversation (SC.109/09-10).

RESOLVED:

That the University Annual Monitoring Statement be approved for submission to HEFCE as set out in SC.109/09-10, noting that any revisions sent to the Head of Governance Support Services by 1pm on 30 November 2009 would be incorporated into the final document as appropriate.

153/09-10 Revisions to Regulation 23 and Appointment to the Appeals Committee of the Senate

REPORTED: (by the Vice-Chancellor)

- (a) That he had approved, on behalf of the Senate, revisions to Regulation 23 Governing Disciplinary Matters to permit a Pro-Vice-Chancellor to chair the Appeals Committee of the Senate to ensure that cases referred to the Committee could be progressed in a timely fashion whilst the post of Deputy Vice-Chancellor was vacant.
- (b) That the revisions were subsequently approved by the Pro-Chancellor on behalf of the Council and that the Pro-Vice-Chancellor (Academic Resourcing) had been designated as Chair of the Appeals Committee of the Senate.

154/09-10 Next Meeting of the Steering Committee

REPORTED: (by the Vice-Chancellor)

That the next meeting of the Committee would be held on 14 December 2009.

155/09-10 University Responses to UKBA Review of Tier 4

RECEIVED:

The University's response to the UK Border Agency Review of Tier 4 (student) submitted by the deadline of 26 November 2009 (SC.108/09-10).

156/09-10 University Response to UKBA Consultation on Charging for Immigration and Visa Applications

RECEIVED:

The University's response to the UK Border Agency Consultation regarding charging for immigration and visa applications submitted by the deadline of 25 November 2009 (SC.105/09-10).

157/09-10 I/2009/ 116: Skills for Growth – The National Skills Strategy

RECEIVED:

Information from UUK outlining the recommendations relevant to Higher Education from the National Skills Strategy published on 11 November 2009 (SC.106/09-10).

JFB/jf/steersshare/minutes2009-10/Nov09/30Nov09