

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 3 October 2011

- Present: Vice-Chancellor,  
Deputy Vice-Chancellor,  
Professor A Caesar,  
Professor S Croft,  
Professor M Finn,  
Professor C Hughes,  
Professor T Jones,  
Professor J Labbe,  
Professor M Taylor,  
Professor P Thomas,  
Professor P Winstanley,  
Mr L Bøe (until item 10/11-12).
- Apologies: Professor K Lamberts, Professor S Swain.
- In Attendance: Registrar, Deputy Registrar, Academic Registrar, Director of Finance and Financial Strategy, Director of HR, Director of Estates, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance), Director of Student Admissions and Recruitment (for item 5/11-12).
- 1/11-12 Minutes
- RESOLVED:
- That the minutes of the meeting held on 26 September 2011 be approved.
- 2/11-12 REF Draft Panel Criteria Institutional Response (minute 917/10-11 refers)
- CONSIDERED:
- The University's response to the REF 2014 draft panel criteria consultation (SC.2/11-12).
- REPORTED: (by the Deputy Vice-Chancellor)
- (a) That the REF 2014 draft panel criteria were circulated to heads of departments and/or nominated REF co-ordinators on 11 August 2011 for consideration.
- (b) That a working group had met on 19 September 2011 to consider the departmental responses and to formulate an institutional response.
- (by the Pro Vice-Chancellor for Education and Student Experience)
- (c) That for Panel D, reference should be made to concerns about the size, scope and expertise of panel membership and the need to clarify cross referral arrangements, including specific examples.
- RESOLVED:
- That the University's response to the REF 2014 draft panel criteria consultation be amended as discussed, and submitted via the HEFCE's online form prior to the deadline of 5 October 2011.

3/11-12 Arrivals Weekend 2011

RESOLVED:

That the Committee record its thanks to those colleagues who were involved in Arrivals Weekend between 1 and 2 October 2011.

4/11-12 Pro-Vice-Chancellor Portfolios

REPORTED: (by the Vice Chancellor)

- (a) That prior to the appointment of a new Deputy Vice-Chancellor, there were to be a number of changes to Pro-Vice-Chancellor portfolios to ensure that the priorities and business of the University continued to be driven forward strongly during any interregnum.
- (b) That he would assume line management responsibilities for Heads of Department and work with Faculty Chairs to facilitate engagement with academic departments.
- (c) That Professor Koen Lamberts would move from mid-November to the portfolio of Pro-Vice-Chancellor (Academic Resourcing), and would chair the Academic Resourcing Committee, CPARG, Academic Staff Committee (on behalf of the Vice-Chancellor) and Equality and Diversity Committee.
- (d) That Professor Lamberts would also take on overall responsibility for REF during this period, working closely with Professors Stuart Croft and Tim Jones.
- (e) That, given Professor Lamberts change of brief, Professor Tim Jones would take on responsibility for Research (Science and Medicine) whilst continuing to develop the University's approach to knowledge transfer and innovation, and would co-chair Research Committee with Professor Stuart Croft.
- (f) That Professor Ann Caesar would focus on key aspects of the education and student experience strategy including the internationalisation of the student experience, further developing interdisciplinarity and research-led learning.
- (g) That Professor Margot Finn would retain her current brief in relation to widening participation, access and development, but would additionally lead on the student employability and entrepreneurship strands of the strategy, picking up aspects from both Professor Caesar and Professor Jones' brief.

5/11-12 Admissions and Recruitment Update

CONSIDERED:

A report from the Director of Student Admissions and Recruitment, on the University's current undergraduate admissions position following Confirmation 2011, and the University's current postgraduate recruitment position (SC.1/11-12).

REPORTED: (by the Director of Student Admissions and Recruitment)

- (a) That the University had not advertised any places in Clearing or Adjustment this year, with a small number of Adjustment candidates accepted after contacting the University.
- (b) That an initial review of entrants with AAB or above at A-level had indicated that there was a higher proportion of total such entrants than 2010/11; this would be verified by UCAS data over the coming weeks.

- (c) That there were a number of departments with a high proportion of EU entrants which would be disadvantaged in the proposed core and margin model (which did not appear to include EU qualifications as AAB equivalent).
- (d) That all courses, with the exception of Early Childhood Studies, were raising their offer to AAB for the 2012 intake.
- (e) That action would be taken to reduce the number of outstanding decisions to be made with regard to postgraduate admissions.

(by the Academic Registrar)

- (f) That the issue regarding EU qualifications that were not counted in the Government's AAB equivalences list had been included in the University's response to the HEFCE consultation on teaching funding and student number controls from 2012/13.

RESOLVED:

That the Vice-Chancellor write a letter to the Chief Executive of HESA to emphasise the University's concern regarding EU qualifications that were not counted in the Government's AAB equivalencies list, and the impact under the core and margin model.

6/11-12

Financial Performance of ARC Departments: Quarter 4 2010/11

RECEIVED:

A report setting out the 2010/11 year-end financial position for ARC Departments (SC.11/11-12).

REPORTED: (by the Deputy Vice-Chancellor)

That the operating surplus for academic departments would enable investment in the lead up to the REF, as well as provide a more sustainable stream of income for capital investment and investment in the student experience.

7/11-12

Major Research Proposal: ESRC Centres and Large Grants Competition 2011/12

CONSIDERED:

An outline bid to the ESRC Centres and Large Grants Competition 2011/12, led by Warwick Manufacturing Group (SC.7/11-12).

REPORTED: (by the Pro-Vice-Chancellor for Research (Arts and Social Sciences))

- (a) That the ESRC had recently integrated its Centres and Large Grants competitions and that a call was currently open for the submission of outline bids.
- (b) That applications could be up to 5 years in length with a value between £2m and £5m at full economic cost, and that the ESRC expected to support up to five Centres/Large Grants aligned with their three strategic priority areas (Risk / Behaviour Change / Community).
- (c) That the proposal was to be led by the newly appointed Professor of Marketing and Service Systems within WMG, Professor Irene Ng, in collaboration with Professor Robin Wensley, Professor of Policy and Marketing at WBS, and that it would involve 12 other co-investigators from academia and industry.

RESOLVED:

- (a) That clarification from the ESRC would be sought with regard to proposed studentships.
- (b) That further clarification was required concerning the institutional contribution, the basis of the academic case, and the arrangements for collaboration with staff from WBS.
- (c) That the outline bid to the ESRC Centres and Large Grants Competition 2011/12 would be reconsidered by the Steering Committee after further discussion.

8/11-12

Revocation of Degrees

CONSIDERED:

A paper from the Deputy Registrar setting out the proposed process for the investigation and consideration of cases where dishonourable conduct or fraudulent activity is identified which relates to former students of the University, and which may lead to the revocation of a degree (SC.8/11-12, attached).

REPORTED: (by the Deputy Registrar)

- (a) That several cases had recently arisen in which it had been identified that former students of the University may have been guilty of dishonourable conduct or fraudulent activity during the course of their studies or upon application to the University.
- (b) That there was a need for a process to be established for the investigation and consideration of these cases, as well as for potential future cases in similar circumstances.

(by the Pro Vice-Chancellor for Access, Widening Participation and Development)

- (c) That there was a need to ensure that on-line departmental guidance, such as student handbooks, were archived appropriately to ensure there was a clear evidence base which may be required in such cases.

RECOMMENDED: (to the Senate)

That the proposed process for the investigation and consideration of cases where dishonourable conduct or fraudulent activity was identified which relates to former students of the University, and which may lead to the revocation of a degree, as set out in SC.8/11-12, be recommended to the Senate for approval.

9/11-12

OFFA: Access Agreement and Widening Participation Strategic Assessment Monitoring: Outcomes for 2009-10

CONSIDERED:

A letter from OFFA and the HEFCE, together with the Executive Summary of the "Access Agreement and Widening Participation Strategic Assessment Monitoring: Outcomes for 2009-10" report (SC.9/11-12).

REPORTED: (by the Academic Registrar)

That the University had considered its position with regards to HEFCE performance indicators published earlier in the year, noting that targets had been revised in the new Access Agreement.

RESOLVED:

That a report on the University's performance following analysis of OFFA's monitoring returns for 2009/10 would be considered by the Steering Committee at a future meeting.

10/11-12

Senate Business

RESOLVED:

That the comments and recommendations of the Steering Committee on the items of business for the meeting of the Senate to be held on 5 October 2011 be approved as set out in the papers circulated for the meeting of the Senate, subject to revisions as agreed in the meeting.

11/11-12

Postgraduate Deaneries

REPORTED: (by the Dean of Warwick Medical School)

That, despite a letter of concern being written by the Vice-Chancellor in response to the proposal to "lift and drop" the postgraduate deaneries within University Hospital Birmingham, it appeared that this was to be the model adopted by the NHS.

RESOLVED:

That the Vice-Chancellor write a letter in response to the proposed decision to "lift and drop" the postgraduate deaneries within University Hospital Birmingham, to confirm the University's concerns.

12/11-12

National Audit Office Consultation

RECEIVED:

Correspondence from Jeremy Oppenheim, National Lead: Temporary Migration, UK Border Agency, inviting Tier 4 sponsors to respond to a National Audit Office Consultation on the Points Based System – Student Routes (SC.10/11-12).

JFB/KP/steersshare/minutes/201112/Oct11/3Oct11