

# THE UNIVERSITY OF WARWICK

## Minutes of the meeting of the Steering Committee held on 3 November 2008

Present: Vice-Chancellor (Chair until item 100/08-09)  
Deputy Vice-Chancellor (Chair from item 100/08-09),  
Professor S Bassnett,  
Professor L Bridges,  
Professor S Bruzzi,  
Professor K Lamberts,  
Professor R Lindley,  
Professor R Higgott,  
Professor M Smith,  
Professor H Thomas,  
Professor M Whitby

Apologies: Vice-Chancellor, Professor Y Carter, Mr S Thomson

In Attendance: Registrar, Deputy Registrar, Academic Registrar, Director of Finance, Director of Estates, Director of Communication and Strategy, Head of Governance Support Services, Acting Executive Officer (Vice-Chancellor's Office), Administrative Officer (Governance), Director of the International Officer for item 97/08-09, Senior Assistant Registrar (Teaching Quality) for item 98/08-09, Director of Student Recruitment and Admissions for item 100/08-09

92/08-09 Minutes

RESOLVED:

That the minutes of the meeting held on 27 October 2008 be approved.

93/08-09 Additional Student Numbers in Healthcare Science (minute 43/08-09 refers)

REPORTED: (by the Deputy Registrar)

That Warwick Medical School was actively exploring the opportunity to bid for ASNs to develop and deliver a new BMedSci in Healthcare Science, noting that this would build on the work within WMS and Biological Sciences and would put the University in a strong position to bid subsequently to offer the postgraduate training.

RESOLVED:

- (a) That work on the bid proceed with the Academic Registrar's Office
- (b) That a further paper come to Steering for consideration outlining the bid prior to the submission deadline of February 2009.

94/08-09 Final Warwick Commission Event

REPORTED: (by the Vice-Chancellor)

That the final event for the first Warwick Commission, a CBI conference, took place on 30 October 2008 in London, led by the University's new Chancellor in his role as Director-General of the CBI.

RESOLVED:

That the Committee record its thanks to Professor Richard Higgott for his extensive contribution to the first Warwick Commission.

95/08-09 Bid for Warwick EPSRC Knowledge Transfer Account (KTA)

CONSIDERED:

An outline bid to the EPSRC for a Knowledge Transfer Account (SC.82/08-09).

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

- (a) That the KTA was to replace the Collaborative Training Accounts which the University currently used to fund the EngD and ChemDoc PhD schemes, noting that under the new account it would not be possible to fund PhD studentships.
- (b) That the proposal presented no legacy costs for the University and might provide opportunities to secure additional industrial funding for academic secondments.

RESOLVED:

That the bid be submitted by the deadline of 5 November 2008, subject to the financial details being verified by the Finance Office and Warwick Business School being informed of progress.

96/08-09 Financial and Governance Arrangements for Devolved Departments

CONSIDERED:

A paper (SC.85/08-09):

1. Proposing the establishment of a group to review the governance and financial arrangements for devolved departments.
2. Inviting the Steering Committee to consider making a recommendation to the FGPC that the devolved financial arrangements for Warwick HRI be suspended until further notice.

RESOLVED:

That a group be established to review the governance and financial arrangements to include at least one Lay member of the Council, with approval for confirming the membership of the group being delegated to the Vice-Chancellor on behalf of the Committee.

RECOMMENDED: (to the Finance and General Purposes Committee)

That the devolved financial arrangements for Warwick HRI be suspended until further notice.

97/08-09 Policy Update: International Issues

CONSIDERED:

A report from the Director of the International Office and the Pro-Vice-Chancellor (Teaching and Learning/International Affairs) outlining activities in the areas of institutional relations, recruitment and student experience (including issues around attending large educational fairs) (SC.69/08-09).

REPORTED: (by the Pro-Vice-Chancellor (Teaching and Learning/International Affairs))

- (a) That collective institutional activity is required to maintain the momentum of current international partnership initiatives, noting that it would be advisable if new academic recruitment was informed by the University Strategy's international dimension.

(by the Pro-Vice-Chancellor (Campus and Community))

- (b) That the importance of websites in student recruitment should not be overlooked when considering how best to target recruitment internationally and that the International Office might wish, with the support of the Communications Office, to advise other areas of the University how to develop their websites accordingly.

(by the Academic Registrar)

- (c) That the review of the University's overseas offices and their shape going forward would be carried out with consideration to the requirements of the wider University community.

RESOLVED:

That the report be approved as set out in SC.69/08-09.

98/08-09

Policy Update: Teaching Quality

CONSIDERED:

A report from the Senior Assistant Registrar (Teaching Quality) and the Pro-Vice-Chancellor (Teaching and Learning/International Affairs) updating the Committee on strategic developments in matters related to Teaching Quality, namely the QAA Institutional Audit, the National Student Survey, Assessment Conventions and the Learning and Teaching Strategy (SC.81/08-09).

REPORTED: (by the Pro-Vice-Chancellor (Teaching and Learning/International Affairs))

- (a) That there was a need to encourage departments to reflect on how scores can be improved in the National Student Survey, especially in the area of assessment and feedback.
- (b) That the possibility of a pilot for a four-year integrated Masters degree in Arts and Social Studies would introduce greater flexibility and stretch into curricula, noting that the School of Law was a likely department for the pilot.

RESOLVED:

That the report be approved as set out in SC.81/08-09.

99/08-09

Risk Status Summary Update

CONSIDERED:

An update and oral report from the Head of Governance Support Services on the University Strategic Risk Status Summary and risk management procedure for 2008/09 (SC.80/08-09).

REPORTED: (by the Head of Governance Support Services)

That the Risk Management Group recently considered the University's risk register and agreed that the risk against the Strategy remained the same but amendments had been made to take into account of the current economic situation.

RESOLVED:

- (a) That, in the view of the Committee, the scores on the revised Risk Status Summary reflect the level of risk faced by the University.
- (b) That those risks marked with an asterisk in SC.80/08-09 be reported to the next meeting of the Council to be held on 21 November 2008.

100/08-09 UUK I-Note I/08/91: Admissions Delivery Partnership Update

CONSIDERED:

An UUK information note updating the Committee on the Delivery Partnership initiative to reform the current applications process (SC.72/08-09).

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

- (a) That the decision on a common deadline date for applications had been postponed for at least one year.
- (b) That institutions were required to publish their policies on feedback to applicants by December 2008, noting that the well-established undergraduate policy would be considered by the Board of Undergraduate Studies at its next meeting, with other policies for other applicant groups being drafted for consideration by relevant Committees in due course.

RESOLVED:

That the Committee receive a further update after the Delivery Partnership Conference on 21 November 2008.

101/08-09 DIUS Proposals for Changes to Financial Support for New Full-Time Students in HE

RECEIVED:

Information on the recent revisions by DIUS to student support regulations, together with an oral report from the Academic Registrar (SC.76/08-09).

REPORTED: (by the Academic Registrar)

- (a) That the Government had announced a review of grant arrangements for 2009/10, noting that this might lead the University to review its bursary arrangements under the Access Agreement.
- (b) That DIUS had asked HEFCE to allocate no more than 10,000 additional student numbers for 2009/10, making it less likely that the University's bid for additional numbers for the next academic year would be successful.

102/08-09 CBI Report: Stepping Higher

RECEIVED:

A report from the CBI on its workforce development initiative through employer-higher education partnership including the Warwick Business School Executive Programmes as one of the case studies (SC.84/08-09).

REPORTED: (by the Registrar)

That the report highlighted similar approaches to the activities undertaken by the University in the area of employer engagement, noting that HEFCE was also pushing employer engagement in its funding of new courses.

- 103/08-09 University Response to HEFCE Consultation on Teaching Enhancement and Widening Participation
- CONSIDERED:
- The University's draft response to the HEFCE consultation on the Future Support for Teaching Enhancement and Widening Participation (SC.74/08-09).
- RESOLVED:
- That the response be approved for submission by the 11 November 2008 deadline, subject to minor amendments discussed at the meeting.
- 104/08-09 OIA Pathway Project
- CONSIDERED:
- A consultation from the OIA on the further development of the student complaints scheme established under the Higher Education Act (SC.73/08-09).
- REPORTED: (by the Deputy Registrar)
- That the consultation raised the potential for an expanded remit which the University should resist, noting that currently the majority of student complaints raised with the OIA to date had come back in the University's favour.
- RESOLVED:
- That a response be compiled by the Deputy Registrar for consideration by the Steering Committee in January prior to submission by the deadline of 29 January 2009.
- 105/08-09 UUK I-Note I/08/090: Academic Health Science Centres
- RECEIVED:
- A UUK I-Note giving details of the Departments of Health's 'open morning' about Academic Health Science Centres held on 15 October 2008 (SC.70/08-09).
- REPORTED: (by the Registrar)
- (a) That the designation of an AHSC was still not clear and that discussions were taking place with the University of Birmingham regarding a potential joint bid.
- (b) That there was also an opportunity to bid for a HEIC which the University might secure without collaboration.
- 106/08-09 University Additional Student Number Bid (Mathematics)
- RECEIVED:
- A bid submitted to the HEFCE for funding for 20 additional students in Mathematics for 2009/10 and a further 20 in 2010/11 (SC.77/08-09).
- 107/08-09 Government Response and Final Report from HERRG
- RECEIVED:
- The final report of the Higher Education Regulation Review Group, together with the Government's response to the findings (SC.79/08-09).