

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 5 July 2010

Present: Vice-Chancellor,  
Deputy Vice-Chancellor,  
Professor L Bridges,  
Professor S Bruzzi,  
Professor A Caesar,  
Professor R Higgott,  
Professor C Hughes,  
Professor K Lamberts,  
Professor M Taylor,  
Professor P Winstanley  
Mr A Bradley.

Apologies: Director of Estates

In Attendance: Registrar, Deputy Registrar, Academic Registrar, Professor S Palmer, Finance Director, Director of Development, Communications and Strategy, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance), Director and the Administrator of IAS (for item 665/09-10), Director of Health and Safety (for item 666/09-10) and Senior Assistant Registrar (Teaching Quality) (for item 667/09-10).

653/09-10 Minutes

RESOLVED:

That the minutes of the meeting held on 28 June 2010 be approved.

654/09-10 Public Sector Spending Challenge (minute 630/09-10 refers)

RECEIVED:

A letter from the Prime Minister inviting public sector workers to suggest how to savings might be made in public services and how to 'deliver more with less', noting that whilst universities were not within the public sector, the letter had been forwarded to universities for reference (SC.434/09-10).

655/09-10 Advantage West Midlands Project Review (minute 634/09-10 refers)

RECEIVED:

A letter from the Chief Executive of Advantage West Midlands (AWM) regarding the forthcoming project review meetings with the University to negotiate funding reductions as Advantage West Midland endeavour to make £41M of in-year savings (SC.435/09-10).

REPORTED: (by the Finance Director)

- (a) That the University had received a further letter from AWM stating that, in addition to current projects, it would also be reviewing future projects and their funding and that the letter also confirmed the abolition of AWM as a Regional Development Agency.
- (b) That the University was considering seeking legal advice regarding the proposed reductions in funding by AWM to projects already under contract.

RESOLVED:

That the most recent letter from AWM be received by the Committee for information at its next meeting.

656/09-10 HEFCE Funding (minute 630/09-10 refers)

RECEIVED:

- (a) UUK I-note I/2010/048 providing a summary of the key points from the revised HEFCE grant letter for 2010/11 and the announcement of allocated student numbers relating to specific funding initiatives (SC.445/09-10).
- (b) A letter from HEFCE outlining reductions in HE funding for 2009/10 and 2010/11, together with the specific details of cuts to universities' teaching grant (SC.445/09-10).

(By the Registrar)

That the letter from the Minister of State for Universities and Science, David Willetts, to HEFCE was somewhat prescriptive.

657/09-10 HEFCE Student Number Control 2010/11 (minute 611/09-10 refers)

RECEIVED:

Notification from HEFCE of the University's student number control limit for 2010/11 (SC.447/09-10).

REPORTED: (by the Academic Registrar)

That the University was subject to five separate student number controls due in part to the allocation of additional student places under a number of different initiatives and that the University intended to write to Heads of Departments to inform them of the stringent limits and potential penalties which HEFCE would impose should Warwick over recruit.

658/09-10 Freedom of Information: Sunday Times and TRAC T for Teaching

REPORTED: (by the Vice-Chancellor)

That the Sunday Times had published an article following its recent Freedom of Information enquiry into the TRAC T for Teaching which sought to portray universities as not providing 'value for money'.

659/09-10 AimHigher Summer Schools

REPORTED: (by the Vice-Chancellor)

That the first of the two annual residential AimHigher Summer Schools would begin on 5 July 2010 on campus for Year 10 pupils, with the second, for Year 11 pupils, taking place between 9 and 13 August 2010.

660/09-10 Head of the School of Life Sciences

REPORTED: (by the Vice-Chancellor)

That Professor John McCarthy, BBSRC Professorial Research Fellow and Director of the Manchester Interdisciplinary Biocentre at the University of Manchester, had been appointed as the inaugural Head of the School of Life Sciences from 1 October 2010.

661/09-10 FP7 Awards

REPORTED: (by the Vice-Chancellor)

- (a) That the University had been provisionally awarded two large integrated FP7 grants worth €8M each, noting that Warwick was negotiating contracts for two out of a total of five awards available to institutions across Europe in social sciences and the Humanities.
- (b) That a team in Warwick Medical School had been awarded a €2.6million FP7 grant to fund a collaborative Health in Africa project alongside Karolinska Institutet, GE Healthcare, Ifakara Health Institute (Tanzania) and Ministry of Health (Malawi).

RESOLVED:

That the Committee record its thanks to Professors Higgott and Pilkington and Warwick Medical School on their achievements.

662/09-10 E/2010/07: European Commission Consultation on Cultural and Creative Industries

CONSIDERED:

Information from the Europe Unit regarding a European Commission consultation on unlocking the potential of cultural and creative industries (SC.444/09-10).

RESOLVED:

That the Committee consider the University's draft submission to the consultation at a future meeting, prior to submission by the deadline of 30 July 2010.

663/09-10 BIS and DCLG Joint Letter to Councils: Local Enterprise Partnerships

RECEIVED:

A letter from the Department of Business, Innovation and Skills and the Department of Communities and Local Government to local authorities and business leaders inviting them to consider forming Local Enterprise Partnerships (SC.448/09-10).

REPORTED: (by the Vice-Chancellor)

- (a) That Local Enterprise Partnerships (LEPs) would be coalition of local authorities and business leaders and that these bodies would replace Regional Development Agencies.

(By the Registrar)

- (b) That it was resolved at a recent meeting of the Coventry, Solihull and Warwickshire Partnership (CSWP) that a proposal for LEPs be brought forward by late July 2010 for consideration by the CSWP Board.
- (c) That discussions also continued with Birmingham and other authorities.

- (d) That it was unclear whether projects which could have potentially been funded by AWM might be funded by the new LEPs.

(By the Chair of the Board of Graduate Studies)

- (e) That the situation regarding legacy for Regional Development Agency initiatives would need to be drafted into the legislation to abolish the RDA and that this would potentially clarify the situation regarding regional funding opportunities.

664/09-10 I/2010/046: Report of Wakeham Task Force on fEC

RECEIVED:

An I-note on, and the executive summary of, the recently published report of the Wakeham Task Force commissioned by Universities UK and Research Councils UK (SC.437/09-10).

REPORTED: (by the Vice-Chancellor)

- (a) That the Wakeham Task Force was commissioned to take forward the recommendations of the 2009 Review of fEC ('The Alexander Review') and to make practical proposals for research funders and HEIs.

(By the Finance Director)

- (b) That, although Warwick was in the group with an indirect cost rate below the median, it would, if the recommendations were implemented, be required to make a 2.5 per cent per annum reduction in its indirect cost rate for the next three years, acknowledging that indirect costs included services such as personnel, finance, library and some departmental services.

665/09-10 Institute of Advanced Study Update

RECEIVED:

An update from the Director and the Administrator of the Institute of Advanced Study providing information on recent developments and initiatives (SC.442/09-10).

REPORTED: (by the Director of IAS)

- (a) That the new IAS Administrator, Dr Laura Meadows, was developing a new Junior Research Fellowships initiative and the scheme had already attracted significant interest internally and externally.
- (b) That the IAS had hosted 30 Visiting Fellows this year including an Arts Centre Fellow, noting that the Arts Centre and IAS were keen to develop this collaborative arrangement.
- (c) That work was underway to develop a set of Key Performance Indicators to demonstrate the Institute's effectiveness and to highlight its important role within the research life of the University, both in terms of measuring the level of IAS input into research applications and qualitative outputs, such as books, conferences etc.
- (d) That, whilst experience demonstrated a spread of interaction with the IAS across the institution, it was acknowledged that more work was needed to embed the activities and support available via the IAS and that IAS team would be visiting departments in this regard in the Autumn Term 2010.

(By the IAS Administrator)

- (e) That the Development and Alumni Relations Office and Santander had been approached to explore potential additional funding methods for the Junior Research Fellowships due to the high interest in order to raise the total number from three to four.

666/09-10

Health and Safety Update

RECEIVED:

A report from the Director of Health and Safety updating the Committee on policies and guidance, fire safety, control of significant hazards and injuries and incidents (SC.446/09-10).

REPORTED: (by the Director of Health and Safety)

- (a) That the revised University Health and Safety Policy Statement and the improved Health and Safety website would be launched in September 2010, subject to the approval of the Senate and the Council at their meetings in July 2010.
- (b) That it was pleasing to note the improvements in compliance and control of risks, particularly in laboratory and workshop-based departments.
- (c) That the Health and Safety Office wished to introduce a behavioural approach to Health and Safety across the University by engaging a wider range of staff in health and safety and highlighting that health and safety was the responsibility of all members of the University community, with a test project being undertaken with Warwick Accommodation in October 2010.
- (d) That the University was investing an additional £1.3M in this financial year to improve fire safety in the student residences in line with the Regulatory Reform (Fire Safety) Order introduced in 2006.

667/09-10

QAA Audit of WMG's Collaborative Provision in Singapore (minute 136/09-10 refers)

CONSIDERED:

A briefing paper by the Senior Assistant Registrar (Teaching Quality) on the collaborative link between the University, the Singapore Institute of Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech) in preparation for the QAA audit of collaborative provision in Singapore (SC.433/09-10).

REPORTED: (by the Senior Assistant Registrar (Teaching Quality))

- (a) That the briefing document followed the QAA template and detailed the key aspects of the QAA process within the collaborative link.
- (b) That the audit team would visit Warwick for two days in the Autumn 2010 and SIM and SIMTech for one day in February 2011, noting that the latter date might be brought forward to January 2011.

RESOLVED:

That the University's briefing paper on the collaborative link between Warwick and SIM and SIMTech be approved for submission by 16 July 2010 as set out in SC.433/09-10, subject to the revisions discussed at the meeting and noting that the Pro-Vice-Chancellor (Student Experience) be permitted to approve any further revisions, on behalf of the Committee, prior to submission.

Report from the Harris Implementation Group

## CONSIDERED:

The final report from the Harris Implementation Group, chaired by Professor Mark Harrison, setting out proposals for implementation of the Harris Report recommendations in four key areas, a) strengthening linkages between the Centre and Departments, b) the development of additional management capacity at the Centre, c) greater delegation to Departments and d) improved communication and information within the University (S.37/09-10).

## REPORTED: (by the Chair of the Board of Graduate Studies)

- (a) That the Harris Implementation Group recommended one key constitutional change, namely the enhancement of the role of Chair of Faculty.
- (b) That the Implementation Group and the Constitutional Advisory Group had not considered in detail the need to increase management capacity in departments, specifically regarding the appointment of a Deputy Head of Department as standard.

## (By the Pro-Vice-Chancellor (Student Experience))

- (c) That she was concerned that the role of Deputy Chair of Faculty had not been raised within the Report.
- (d) That it was acknowledged that the Academic Quality and Standards Committee should be considering the medium to long term holistic and strategic direction of teaching quality at Warwick and that the proposed amendments to its constitution and terms of reference to be considered by the Senate at its meeting on 7 July 2010 sought to do that.

## (By the Registrar)

- (e) That careful communication was required regarding the proposed delegation of module approval to departments as it was not yet clear whether departments had acknowledged the accountability and risk management responsibilities which would accompany such delegation, noting equally that the University would not want to intervene too heavily in any delegated responsibilities.

## (By the Deputy Registrar)

- (f) That the Committee on the Appointment of Heads of Department already made provision for the identification of a Deputy on the appointment of each new Head of Department.

## (By the Academic Registrar)

- (g) That the cumulative effect of the changes proposed within the report should result in significant changes at departmental level, that would require both organisational and cultural changes to departmental management arrangements but it was not yet clear what practically this would entail and that this aspect of the implementation should be discussed with Heads of Departments.

## RECOMMENDED: (to the Senate)

That consideration be given to the inclusion of a Deputy Head of Department within Regulation 1 on Departmental Management Structures as a means of increasing management capacity at the departmental level.

669/09-10 “Living Together, Working Together” Report

RECEIVED:

A joint report produced by UUK, NUS and GuildHE highlighting creative initiatives across the UK that were addressing issues relating to students in the community (SC.443/09-10).

RESOLVED:

That the Committee record its thanks and congratulations to the Students' Union, in particular the Welfare Officer, for their 'Keep Learn Clean' Campaign which had received positive feedback from the local community.

670/09-10 UCEA 10:073 Budget Summary

RECEIVED:

An overview from UCEA on the elements of the Emergency Budget announced on 22 June relevant to employers in the higher education sector (SC.441/09-10).

JFB/jf/steersshare/minutes2009-10/Jul10/05Jul10