

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 7 April 2008

- Present: Vice-Chancellor (Chair)
Deputy Vice-Chancellor
Professor L Bridges
Professor A Caesar
Professor Y Carter
Mr J Kirby
Professor K Lamberts
Professor M Smith
Professor L M Whitby
- Apologies: Professor H Thomas, Professor S Bassnett, Professor R Higgott, Professor R Lindley
- In Attendance: Academic Registrar, Deputy Registrar, Director of Communications, Registrar, Administrative Officer (Campus Affairs), Senior Assistant Registrar (Planning) (for item 435/07-08), Director of Student Admissions and Recruitment (for item 437/07-08), Deputy Finance Director (for item 439/07-08)
- 432/07-08 Minutes
RESOLVED:
That the minutes of the meeting held on 31 March 2008 be approved.
- 433/07-08 Professor Howard Thomas
RESOLVED:
That the Vice-Chancellor write to Professor Howard Thomas conveying the Committee's wishes for his swift recovery.
- 434/07-08 Higher Education Innovation Fund Round 4 (Minute 407/07-08 refers)
CONSIDERED:
The proposed allocations to University projects for the Higher Education Innovation Fund Round 4 expenditure (paper tabled at the meeting).
RESOLVED:
That the Committee thank the Group for completing the challenging task of prioritising allocations and that the final allocations be considered by the Steering Committee at its meeting of 14 April 2008 prior to submission to HEFCE.
- 435/07-08 Workload Models
CONSIDERED:
A report from the Academic Office detailing information provided by Academic Departments on currently implemented workload models in academic departments and issues arising from the information collated (SC.272/07-08).
REPORTED: (by the Vice-Chancellor)
That a single homogeneous workload model was not desirable due to the variety in the nature of the work undertaken within the institution.

RESOLVED:

- (a) That further work be undertaken by the Academic Office to investigate the full range of current workload models in use in the University.
- (b) That future guidance provided to academic departments on the development of workload models include principles around the allocation of time for:
 - (i) Research
 - (ii) Student Support (including Personal Tutoring)
 - (iii) Duties undertaken on behalf of Faculties
 - (iv) Support for and expectations placed upon early career researchers (including beyond probation).

436/07-08

HEFCE Annual Conference

REPORTED: (by the Vice-Chancellor)

That the HEFCE Annual Conference 2008 was taking place at the University on 7 and 8 April 2008.

437/07-08

Policy Update: Admissions

RECEIVED:

An update on Admissions issues including postgraduate research, postgraduate taught, MBChB and undergraduate applicants (SC.344/07-08).

438/07-08

Warwick Medical School Quarter 2 Update

RECEIVED:

The 2nd quarter update and statement from the Warwick Medical School for the financial year 2007/08 (SC.345/07-08).

439/07-08

Draft TRAC-T Benchmarking

RECEIVED:

A report from the Finance Department concerning draft TRAC-T benchmarking and other TRAC issues (SC.309/07-08)

REPORTED: (by the Registrar)

That the aggregated nature of the statistics as presented was masking the fact that the University was making a real-terms loss in the publicly funded element of teaching, but that the entrepreneurial nature of the institution in non-publicly funded premium fee courses was offsetting the impact of this.

RESOLVED:

That the Deputy Finance Director investigate whether PGR students are included in the TRAC-T or TRAC-R figures.

440/07-08

Review of Sub-National Economic Development and Regeneration

CONSIDERED:

A report from the Department for Business Enterprise and Regulatory Reform inviting submissions to a consultation on the review of sub-national economic development and regeneration (SC.341/07-08).

RESOLVED:

That the Registrar take forward the preparation of a draft University response to be considered by the Steering Committee at a meeting prior to the submission deadline of 20 June 2008.

441/07-08

HEFCE Allocation of Funds for Additional Student Numbers in 2009-10 and 2010-11

RECEIVED:

HEFCE Circular letter 05/2008 informing institutions how HEFCE plan to allocate fully-funded additional student numbers (ASNs) for 2009-10 and 2010-11 (SC.331/07-08).

REPORTED: (by the Registrar)

That University requirements for ASNs would be discussed with the HEFCE regional consultant (including any link to Birmingham Science City).

442/07-08

Engineering and Regional Science Forums

CONSIDERED:

A draft proposed bid to HEFCE to set up Engineering and Science Regional Forums to engage Sector Skills Councils and higher education institutions with small and medium enterprises (SC.338/07-08).

REPORTED: (by Professor M Whitby)

That the proposed arrangements represented a small risk for the University and there were potentially large benefits.

RESOLVED:

That the University become a partner in the proposed bid, and that progress be reported by the Pro-Vice-Chancellor (Teaching, Learning and International) at a future meeting of the Committee.

443/07-08

Finance Statistics Record 2008/09 Consultation

CONSIDERED:

The draft University response to the 2008/09 FSR and HE-BSI Consultation (SC.332/07-08).

RESOLVED:

That the draft response be approved for submission by the deadline of 11 April 2008.

444/07-08

Gowers Review of Intellectual Property

RECEIVED:

The University response to the UKIPO Consultation arising from the Gowers Review of Intellectual Property (SC.337/07-08).

445/07-08

UUK Teacher Education and Engagement Survey

RECEIVED:

The University response to the UUK Teacher Education and Engagement Survey (SC.329/07-08).

446/07-08

Select Committee Report on ELQs

RECEIVED:

The Innovation, Universities, Science and Skills Committee report on the withdrawal of funding for equivalent or lower level qualifications (ELQs) (SC.340/07-08).

447/07-08

Innovation, Universities, Science and Skills Committee Inquiry into OFFA

RECEIVED:

Information from the Innovation, Universities, Science and Skills Committee announcing an inquiry into the work and operation of OFFA, noting that written submissions needed to be submitted prior to the deadline of 1 May 2008 (SC.339/07-08).

448/07-08

JISC: Business and Community Engagement Programme 2008

RECEIVED:

JISC Circular 03/08 inviting institutions to submit funding proposals for projects to undertake work under its Business and Community Engagement programme, prior to the deadline of 1 May 2008 (SC.330/07-08)

449/07-08

UUK Sustainable Development Update

RECEIVED:

UUK Information Note I/08/028 updating institutions on recent developments in the area of environmental issues (SC.328/07-08).

KMS/gb/steersshare/minutes200708/apr08/07apr08