

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 7 June 2010

- Present: Deputy Vice-Chancellor,
Professor A Caesar,
Professor C Hughes,
Professor K Lamberts,
Professor M Taylor,
Professor P Winstanley,
Mr A Bradley.
- Apologies: Vice-Chancellor, Professor L Bridges, Professor S Bruzzi, Professor R Higgott.
- In Attendance: Registrar, Deputy Registrar, Academic Registrar, Professor S Palmer, Director of Estates, Finance Director, Director of Development, Communications and Strategy, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance), Director of the International Office (for item 570/09-10), HR Manager (Administration) (for items 571/09-10 to 573/09-10).

558/09-10 Minutes

RESOLVED:

That the minutes of the meeting held on 24 May 2010 be approved, subject to the following amendment (deletions ~~struck through~~, additions underlined):

542/09-10

A draft of the University's application for an Athena SWAN Bronze Award which ~~would signify that the institution as a whole achievement in~~ represented a University-wide achievement in the collection and analysis of key data and the development of action plans on gender equality in Science, Engineering and Technology (SC.368/09-10).

559/09-10 The University's Athena SWAN Bronze Award (minute 542/09-10 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That the University had submitted its application to the Athena SWAN Bronze Award by the deadline of 1 June 2010 subsequent to revisions discussed at the previous meeting of the Committee.

560/09-10 UUK Academic Freedom and Free Speech Survey (minute 543/09-10 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That the Deputy Registrar had completed the UUK Academic Freedom and Free Speech Survey on behalf of the University and submitted the response online by the deadline of 4 June 2010.

561/09-10 Funding for Regional Development Agencies

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That the University had received a letter from Advantage West Midlands following the Chancellor of the Exchequer's announcement regarding the future funding for Regional Development Agencies (RDAs).

- (b) That RDAs had been collectively asked to make cuts of almost £300m in 2010/11 and that the actual scope of potential cuts at Advantage West Midlands was unknown but funding considerations at AWM had already begun to impact some University projects in receipt of funding or in the planning process.

562/09-10 Warwick Awards of Teaching Excellence

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That the winners of this year's Warwick Awards for Teaching Excellence (WATEs) were as follows:

Dr Peter Corvi - Finance Group, Warwick Business School
Jonathan Heron - The CAPITAL CENTRE (English) (Butterworth Award)
Dr Catherine Lambert - Sociology
Dr Paul C. Taylor - Chemistry/Reinvention Centre
Dr Nicolas Whybrow - Theatre & Performance Studies

- (b) That the winners would receive their awards at the University Degree Ceremonies held between 19 and 23 July 2010.

RESOLVED:

That the Committee record its congratulations to the WATE winners.

563/09-10 Olympic Football in Coventry

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That Coventry's Ricoh Arena had been chosen as one of the football venues for the 2012 London Olympics.

(By the Registrar)

- (b) That the University had been an integral part of the Ricoh Arena bid and would be a training venue for teams who would be playing in Coventry with all six of the University's football pitches and accommodation in the conference centres being used.

564/09-10 Santander Event in Mexico

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That the Vice-Chancellor attended the Santander Universia's Second International Conference of Vice-Chancellors in Guadalajara, Mexico held between 30 May to 1 June 2010.
- (b) That delegates included Vice-Chancellors of universities in the Santander Universities network and presidents/principals from institutions across Latin America.

565/09-10 Professor Michael Whitby

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That Professor Michael Whitby, Pro-Vice-Chancellor (Academic Resourcing), would leave the University to take up the post of Pro-Vice-Chancellor, Head of the College of Arts and Law, at the University of Birmingham from September 2010.

- (b) That, due to his central role in the decision-making structures and academic leadership at Warwick, Professor Whitby had stepped down from his post as Pro-Vice-Chancellor and that a process of reallocation of duties was underway.

RESOLVED:

That the Committee record its thanks to Professor Whitby for his significant contribution to the University, particularly in the areas of teaching and learning, international affairs and academic resourcing, and its congratulations on his new appointment.

566/09-10 Times Higher Education Awards 2010

REPORTED: (by the Registrar)

- (a) That the University would submit the following entries to the Times Higher Education Awards 2010 by the deadline of 7 June 2010:
- (i) The MOAC DTC would submit in the Outstanding support for Early Career Researchers category which recognised the individual, team or institution that had developed the most innovative or exemplary scheme to enhance and develop the transferable and careers skills of postgraduate and postdoctoral researchers.
 - (ii) WMG would submit their World First car in the Outstanding Engineering Research Team of the Year category which recognised the team whose innovative research had made, or had the potential to make, a far-reaching impact on its field and to catch the public's imagination.
- (b) That the University's Research Support Services had been shortlisted in the Outstanding Research Management Team category of the Times Higher Education Leadership and Management Awards and that the winners would be announced at an event to be held at the Grosvenor House Hotel in London on 17 June 2010.

567/09-10 Chief Executive of the University Hospitals Coventry and Warwickshire

REPORTED: (by the Registrar)

That Malcolm Stamp CBE, Chief Executive of the University Hospitals Coventry and Warwickshire, had unexpectedly resigned and that Andy Hardy, Deputy Chief Executive and Chief Finance Officer, would assume the role of Acting Chief Executive.

568/09-10 HEFCE University Modernisation Fund (minute 472/09-10 refers)

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That the University's application to the HEFCE University Modernisation Fund for funding for 60 additional entrants in Biological Sciences (Life Sciences) and Economics had been successful, noting that the funding was for the first year of study only and that the funds required for subsequent years were to be secured via efficiency savings.
- (b) That the University had yet to be notified of the outcome of the application to move full-time numbers to Strategically Important and Vulnerable Subjects (SIVs), specifically in the Departments of Chemistry, Statistics and the School of Engineering.

569/09-10

Letter from Secretary of State and Minister of State for Universities and Science

RECEIVED:

A letter from Vince Cable, the Secretary of State and David Willetts, the Minister for Universities and Science, to Vice-Chancellors informing them of the new Government's position on higher education and efficiency savings within the Department of Business, Innovation and Skills (SC.379/09-10).

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That it was interesting to note that the letter was sent directly from BIS to Vice-Chancellors, noting that such correspondence was normally sent via HEFCE.

(By the Registrar)

- (b) That it was anticipated that the higher education sector would be significantly impacted by the Emergency Budget to be announced on 22 June 2010.
- (c) That the University should prepare to be required to publically declare all University salaries in excess of £100k.

570/09-10

International Update

CONSIDERED:

A paper from the Pro-Vice-Chancellor (Research: Arts and Social Sciences) and the Director of the International Office updating the Committee on developments including the Strategic Partnership Fund, UKBA Points Based Immigration System (Highly Trusted Sponsor Route and the Confirmation of Acceptance to Study system) and international student recruitment (SC.375/09-10).

REPORTED: (by the Director of the International Office)

- (a) That the introduction of Highly Trusted Sponsor Status by the UK Border Agency had caused concern and consternation within the HE sector and the UKBA had yet to issue revised guidance, in line with the advice provided by UUK and UKCISA.
- (b) That, despite the lack of guidance, universities had been encouraged to complete the application form by the original deadline of 30 June 2010.

(By the Academic Registrar)

- (c) That liaison with other institutions implied that many were also reluctant to submit an application by the 30 June deadline without the revised guidance and that there was a risk of a delay in UKBA's processing of the applications should all institutions apply at once.

RESOLVED:

That the Committee support the recommendation that the University delay its application to confirm Highly Trusted Sponsor status until after the new guidelines and application form were produced, in line with advice from UUK and UKCISA.

571/09-10 Right to Request Time Off For Training Guidance

CONSIDERED:

Draft guidance from the HR Manager (Administration) on the process that should be followed by individuals and departments when requesting time off for training (SC.380/09-10).

REPORTED: (by the HR Manager (Administration))

That on 6 April 2010, under the Employment Rights Act 1996, a new statutory right for employees to be able to request time off for training was introduced.

RESOLVED:

That the guidance on the right to request time off for training be approved as set out in SC.380/09-10.

572/09-10 Relocation Policy

CONSIDERED:

Draft guidance on the eligibility for, and the terms of, the University's relocation policy (SC.388/09-10).

RESOLVED:

That the guidance on the University's relocation policy be approved as set out in SC.388/09-10, subject to the amendments discussed at the meeting.

573/09-10 Review of the Policy of the Reimbursement of Interview Expenses

CONSIDERED:

A report on the recent review of the policy relating to the reimbursement of interview expenses, together with resulting guidelines for departments (SC.390/09-10).

REPORTED: (by the Dean of Warwick Medical School)

- (a) That the willingness or not to reimburse interview expenses did create a view of an institution at an early stage and it was appropriate to maintain a positive impression.

(By the Academic Registrar)

- (b) That it would be important to clearly communicate the guidelines to departments so that appropriate information could be provided to candidates when they were invited to interview.

RESOLVED:

That the guidelines as proposed in SC.390/09-10 be approved, noting that implementation with effect from 1 August 2010 with a view to disseminating via departmental 'Financial Regulations Champions' was recommended.

574/09-10 JM Consulting Report – Input to Browne Review: Resources for Student Learning

RECEIVED:

The final report submitted by JM Consulting for UUK on the resources required for student learning to feed into the Independent Review of HE Funding and Student Finance, noting that the University had participated as one of the two case-study institutions in the report (SC.389/09-10).

REPORTED: (by the Deputy Registrar)

That the report had been compiled in a very short timeframe and against a poorly framed brief from UUK and that the University had expressed concerns to JM Consulting regarding the representation of the institution within the report and the partial nature of the recommendations made.

575/09-10 Census 2011

CONSIDERED:

Information from the Office of National Statistics (ONS) regarding the census in England and Wales due to take place on 27 March 2011 and how the ONS planned to contact students including information requested from the University (SC.381/09-10).

RESOLVED:

That the President of the Students' Union ensure appropriate promotion of the Census amongst the student body, noting however that the Census date was in the Easter vacation which might impact on response rates as the ONS planned to contact students at their term-time addresses.

576/09-10 Senate Business

CONSIDERED:

Draft papers proposed for consideration by the Senate at its meeting to be held on 16 June 2010, together with an oral report from the Chair of the Board of the Faculty of Science regarding the recommendation to the Senate to establish Warwick Manufacturing Group (WMG) as a distinct academic department separate from the School of Engineering.

REPORTED: (by the Chair of the Board of the Faculty of Science)

- (a) That the Board of the Faculty of Science had established a working group with senior academic membership to explore the proposal that WMG be established as an academic department.
- (b) That the recommendation had been reached following considerable due diligence and evidence gathering across the Faculty of Science given the sensitive and strategic nature of the proposal, noting that it was believed by the working group that the recommendation was the preferable option for teaching and research, as well as for the development of a strategy for Engineering at Warwick.

- (c) That, following extensive discussion at the meeting of the Board of the Faculty of Science held on 26 May 2010, it was the view of the majority of members that the proposal be recommended to the Senate for approval.

RESOLVED:

- (a) That the comments and recommendations of the Steering Committee on the items of business for the meeting of the Senate to be held on 16 June 2010 be approved, subject to the revisions discussed at the meeting.
- (b) That the Strategic Departmental Review Report and Action Plan for the School of Engineering inclusive of WMG be considered at a future meeting of the Committee in the light of the consideration of the proposal to establish WMG as an academic department by the Senate on 16 June 2010.

577/09-10 Erasmus Audit Action Plan

RECEIVED:

The institutional action plan resulting from the British Council audit of the University's Erasmus Programmes held on 15 October 2009 and covering letter from the Registrar (SC.385/09-10).

578/09-10 University Response to GMC Consultation: Revalidations – The Way Ahead

RECEIVED:

The University's response to a recent consultation by the General Medical Council regarding revalidation for doctors to enable them to continue to practice (SC.387/09-10).

JFB/jf/steersshare/minutes2009-10/Jun10/07Jun10