

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 10 December 2012

- Present: Vice-Chancellor,  
Deputy Vice-Chancellor,  
Professor A Caesar,  
Professor S Croft,  
Professor Christina Hughes,  
Professor Christopher Hughes,  
Professor T Jones,  
Professor S Swain,  
Professor M Taylor,  
Professor P Thomas,  
Professor P Winstanley.
- Apologies: Professor J Labbe, Mr N Swain.
- In Attendance: Registrar, Deputy Registrar, Group Finance Director, Academic Registrar, Director of HR, Director of Estates, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance - Incoming), Administrative Officer, (Governance - Outgoing), Director of Management Information and Planning (for item 152/12-13), Chair of Collaborative Flexible and Distributed Sub-Committee (for item 153/12-13).
- 144/12-13 Minutes
- RESOLVED:
- That the minutes of the meeting held on 26 November 2012 be approved.
- 145/12-13 Steering Committee Secretariat
- REPORTED: (by the Vice-Chancellor)
- That Carolyn Silvester had been appointed to the position of Administrative Officer (Governance) and was now the Assistant Secretary to the Steering Committee.
- RESOLVED:
- That Stuart Stanley be thanked for his support to the Steering Committee over the last few months.
- 146/12-13 Warwick Business School
- REPORTED: (by the Vice-Chancellor)
- That in a ranking of 80 top European Business schools, published by the Financial Times, Warwick Business School was ranked as the most improved of the 20 UK business schools.

- 147/12-13 Warwick Transatlantic Fellowships
- REPORTED: (by the Vice-Chancellor)
- (a) That The Humanities Research Centre had launched a new scheme to deepen and broaden research links between Warwick and universities in the US and the Caribbean.
  - (b) That the Centre was offering up to 10 Warwick Transatlantic Fellowships, worth £1,500 for 2012-13, to Warwick doctoral students and post-doctoral fellows.
  - (c) That the fellowships would be open to all departments in the University.
- 148/12-13 Teaching Shakespeare
- REPORTED: (by the Vice-Chancellor)
- That the Royal Shakespeare Company and Warwick Business School's joint project, Teaching Shakespeare, had been shortlisted for the 2013 Bett Awards in the ICT Tools for Learning and Teaching category.
- 149/12-13 Chancellor of the Exchequer's Autumn Statement
- REPORTED: (by the Vice-Chancellor)
- (a) That the Chancellor of the Exchequer had announced in his Autumn Statement £600 million in additional investment for science infrastructure to support "technologies of the future".
  - (b) That the Chancellor of the Exchequer had also stated that non-protected departments, including BIS, would be subject to extra cuts in the current spending review period, meaning that BIS would be required to find additional savings of one per cent in 2013-14 and two per cent in 2014-15.
- 150/12-13 Student Numbers in Warwick Medical School
- REPORTED: (by the Dean of Warwick Medical School)
- (a) That it was likely that medical schools across the UK would receive cuts in student numbers of two per cent, although it was unclear as to whether the cuts would be applied consistently to all schools.
  - (b) That there was additional uncertainty surrounding the degree of flexibility that would be permitted for re-sit candidates and in the School's ability to admit overseas students and that this could compound the effects of the cuts to home student numbers.
- 151/12-13 Student Death
- REPORTED: (by the Vice-Chancellor)
- That Warwick undergraduate student, Archie Wellbelove, had been fatally injured in a road accident in Leamington Spa on Friday 7 December 2012, and that the Committee's sincere condolences would be conveyed to the student's family.

152/12-13

Update on UUK's Efficiency and Modernisation Project

RECEIVED:

A paper outlining progress within the sector on effectiveness and efficiency in higher education, and the University's own approach to efficiency (SC.100/12-13).

REPORTED: (by the Director of Management Information and Planning)

- (a) That the University already had a number of examples of where efficiencies had been made; including commercial ventures such as jobs.ac.uk and Unitemps.
- (b) That the University had previously worked with Tribal and a consortium of other universities to explore the feasibility of shared services and to undertake benchmarking of current activities.
- (c) That further developments were planned for the benchmarking of commercial services including the University's cafes, bars and restaurants.
- (d) That UUK was creating an online efficiency hub to facilitate the sharing of best practice across the sector.

(by the Registrar)

- (e) That external investment in higher education was limited in the current financial environment and, as such, it was crucial that resource was released internally through exploiting opportunities to review and enhance efficiency.
- (f) That in the 2013/14 academic year, a target would be set for process rationalisation to identify and streamline the requests made by the central administration to academic departments and increase effectiveness of communication.

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

- (g) That the University should ensure that due consideration was given to any identified efficiency activities which involved the sharing of space or resources, to ensure the suitability of these arrangements for the specific disciplines involved, noting in particular investment made in recent years to renovate departmental laboratories.

(by the Dean of Warwick Medical School)

- (h) That Warwick Medical School and the School of Life Sciences were in the process of exploring efficiency options for the technical laboratories at Gibbett Hill.

153/12-13

Warwick Manufacturing Group Collaborative Courses in China

CONSIDERED:

A paper outlining a number of issues for consideration arising from the proposed collaborative courses between WMG and Beijing City University (SC.101/12-13).

REPORTED: (by the Chair of the Collaborative Flexible and Distributed Learning Sub-Committee)

- (a) That this collaboration would be subject to Chinese legislation rather than UK legislation.
- (b) That consequently, increased due diligence was required on matters such as intellectual property rights, legal compliance and anti-bribery policy and procedures.

- (c) That the proposal had been considered and approved by the Collaborative Flexible and Distributed Learning Sub-Committee and the Academic Quality and Standards Committee, subject to consideration and approval of the strategic and contractual elements of the proposal by the Steering Committee and approval of the academic course proposal by Senate.

(by the Registrar)

- (d) That whilst such collaboration was a new venture for the University, a number of other institutions in the sector had successfully established similar programmes in China.

(by the Chair of the Collaborative Flexible and Distributed Learning Sub-Committee)

- (e) That the entry requirements for the collaborative programmes would match the existing entry requirements for WMG courses, including English language standards.
- (f) That the content of the programmes would be established by WMG and would not include material prohibited by Chinese law, although consideration may need to be given as to implementing and monitoring procedures to ensure this.

(by the Group Finance Director)

- (g) That the financial viability of the collaboration was likely to be impacted if there was a change in the proposed way of delivering teaching.

RESOLVED:

- (a) That the principle that WMG offer collaborative courses in China be approved on behalf of the Senate as set out in paper SC.101/12-13, noting that it would be subject to review should the format or nature of the collaboration change in the future.
- (b) That it should be clearly stated in all communications that the collaboration was between WMG and Beijing City University, with noting that the specific purpose of was to aiding the Chinese government in increasing the capacity for automotive manufacturing in China.

154/12-13 UUK Health education and training update

RECEIVED:

A briefing from UUK providing an update on developments within the health education, training and workforce planning landscape (SC.104/12-13).

155/12-13 UK Quality Code for Higher Education, Chapter B9: Complaints and Appeals

RECEIVED:

A consultation on the draft content of a further chapter of the UK Quality Code for Higher Education, Chapter B9: Complaints and Appeals on academic matters (SC.105/12-13), noting that the University's response was being co-ordinated by the Pro-Vice Chancellor Education (Quality and Standards and the Senior Assistant Registrar (Teaching Quality), and questions or comments should be directed to these colleagues prior to the closing date of Thursday 31 January 2013.

156/12-13 Higher Education Business and Community Interaction Survey

REPORTED: (by the Registrar)

That the University's response to the Higher Education Business and Community Interaction Survey would be circulated to members by the end of the day for consideration by correspondence to allow submission by the HESA deadline on Friday 14 December.

157/12-13 The Deputy Registrar

REPORTED: (by the Vice-Chancellor)

That this meeting was the last to be attended by the outgoing Deputy Registrar, Nicola Owen.

RESOLVED:

That sincere thanks be expressed to Nicola Owen for the work she had undertaken on behalf of the University, and best wishes be conveyed to her as she takes up the post of Chief Administrative Officer at Lancaster University.

KS/CS/Steering/Minutes/2012-2013/10-12-2012