

THE UNIVERSITY OF WARWICK

Open Minutes of the Meeting of the Steering Committee held on 11 April 2016

- Present: Professor T Jones (Provost (Chair)), Ms R Drinkwater (Group Finance Director), Professor Christina Hughes (Pro-Vice-Chancellor (Teaching and Learning)), Professor Christopher Hughes (Chair of the Board of the Faculty of Social Sciences), Mr I Leigh (President of the Students' Union), Professor J Palmowski (Pro-Vice-Chancellor (Postgraduate and Transnational Education)), Professor M Shipman (Chair of the Board of the Faculty of Science), Mr K Sloan (Registrar and Chief Operating Officer (Secretary)), Professor S Swain (Pro-Vice-Chancellor (External Affairs)), Professor P Thomas (Pro-Vice-Chancellor (Research)), Professor P Winstanley (Chair of the Board of the Faculty of Medicine), Professor L Young (Pro-Vice-Chancellor (Academic Planning and Resources)).
- Apologies: Professor Stuart Croft (Vice-Chancellor and President), Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor S Gilson (Chair of the Board of the Faculty of Arts), Professor C Sparrow (Academic Member of the Senate).
- In Attendance: Ms C English (Administrative Officer (Governance) (Assistant Secretary)), Dr M Glover (Academic Registrar), Ms Katharine Gray (Senior Assistant Registrar (Teaching Quality)) (for item SC.240/15-16), Ms G McGrattan (Director of Human Resources), Ms S Moore (Committee Support Administrator (Governance)).

222/15-16 Minutes

RESOLVED:

That the minutes of the meeting held on 21 March 2016 be approved.

223/15-16 QS World University Rankings by Subject

REPORTED: (by the Provost)

- (a) That the QS World University Rankings by Subject had been published on 22 March 2016, and had declared ten subjects at Warwick to be in the world's top 50 and a total of 20 subjects to be in the top 100.
- (b) That 3551 universities had been evaluated and 894 institutions had been ranked in total.
- (c) That this achievement confirmed Warwick's global reputation as a university that attracts some of the highest quality students and staff from around the globe.

224/15-16 Stonewall West Midlands Senior Champion of the Year

REPORTED: (by the Provost)

That, on Thursday 7 April, the Registrar and Chief Operating Officer had been awarded the West Midlands Senior Champion of the Year by the charity Stonewall, for his work with staff and students and for raising awareness of the LGBTUA+ community and the issues affecting it.

RESOLVED:

That Mr Ken Sloan be congratulated on his achievement.

225/15-16 Government Response to Migration Advisory Committee (MAC) Report

REPORTED: (by the Provost)

- (a) That in the Lord's debate on 21 March 2016, the Minister of State at the Home Office announced reforms to Tier 2, the migration route for those undertaking skilled work in the UK, in response to the Migration Advisory Committee (MAC)'s review.
- (b) That the exemptions to the immigration skills charge (for PhD positions and Tier 4 graduate switchers) and the reduced rate for charities were re-stated.
- (c) That the minimum salary threshold would increase from £20.8k to £30k for experienced workers but this change would be phased in, with the minimum threshold increased to £25,000 in autumn 2016 and to £30,000 in April 2017.
- (d) That the minimum threshold for new entrants would remain at £20,800.
- (e) That a Resident Labour Market Test would not be introduced for Tier 4 switchers as the MAC recommended.
- (f) That Tier 4 graduates would not be included in the annual cap as the MAC recommended.
- (g) That extra weighting would be given for businesses sponsoring overseas graduates.
- (h) That, as the MAC recommended, no restrictions to Tier 2 dependants' work rights would be introduced.

226/15-16 Vice-Chancellor's Blog on Prevent

REPORTED: (by the Provost)

- (a) That since the last meeting of the Steering Committee, which approved the Prevent Duty documentation for submission to the HEFCE, the Vice-Chancellor had released an online statement outlining the link as discussed by the Steering Committee between the University's Strategy and the requirements of the Prevent Duty.
- (b) That the statement communicated to the University community the ways in which Warwick would ensure compliance with the Prevent Duty in the future, as approved by the Steering Committee on 21 March 2016.
- (c) That the documentation had been submitted to the HEFCE on 1 April 2016 as required.

227/15-16 WBS Event to Support Coventry's City of Culture bid

REPORTED: (by the Provost)

- (a) That, on 22 March 2016, a 20ft tall mechanical Lady Godiva symbolically welcomed the region's business and civic leaders to a special event at

Warwick Business School in support of Coventry's bid to become the UK City of Culture in 2021.

- (b) That the University of Warwick was a Principal Partner for the bid, along with Coventry City Council and Coventry University.

228/15-16 Warwick Indonesia Forum 2016

REPORTED: (by the Provost)

- (a) That the Warwick Indonesia Forum had taken place in March, which was organised entirely by Warwick's Indonesian students; the event hosted 430 Scholars across 37 nationalities and focused on strengthening academic networks across the UK and the creation of new collaborations.
- (b) That the University also launched the Indonesia-UK Scholars' Network, a new platform for academic collaboration, entirely developed by Warwick's students.
- (c) That the University had been delighted to host the Indonesian Ambassador, H.E. Rizal Sukma.

229/15-16 Launch of Research Integrity Online Training

REPORTED: (by the Provost)

- (a) That Warwick's new Research Integrity online training had been launched, providing up-to-date and subject relevant support to all those involved in the delivery and administration of research.
- (b) That universities had a regulatory duty of Research compliance, and this, along with the University's own institutional commitment to undertaking research at the highest standards, were the key drivers behind the investment into this new provision.
- (c) That Warwick, via the Research Governance and Ethics Committee, required the undertaking of the training, including a self-assessment exercise, by all staff and students and supervisors undertaking research, research and research ethics committee members and research support staff.

230/15-16 Network Day: 21 April 2016

REPORTED: (by the Provost)

That registration had closed for the annual staff conference, which would take place on 21 April 2016; the half-day format would include speakers and interactive workshops in the morning, followed by lunch and a marketplace showcasing Warwick's services.

231/15-16 Campus and Commercial Services Awards 2016

REPORTED: (by the Provost)

That the nominations for CCSG Staff Awards had now closed and an awards ceremony announcing ten overall winners would take place on Friday 6 May 2016 at the Warwick Arts Centre.

232/15-16 Ted Hughes Poetry Award 2015

REPORTED: (by the Provost)

That Professor David Morley, Department of English and Comparative Literary Studies, had been announced as the 2015 winner of the Ted Hughes Award for New Work in Poetry.

RESOLVED:

That Professor David Morley be congratulated on his achievement.

233/15-16 Recent Campus Incidents

REPORTED: (by the Registrar)

- (a) That the University had been linked to two recent media reports associated with issues of racism; an alleged act of racism against a Warwick student by fellow students on campus, and historical racist statements attributed to a former Warwick student.
- (b) That the incidents were being thoroughly investigated with all due diligence within powers of the University.
- (c) That pastoral support had been offered to the students impacted by both incidents.

234/15-16 Report from the Meeting of the Assembly

CONSIDERED:

A report from the Meeting of the Assembly held on 11 March 2016 (SC.100/15-16).

REPORTED: (by the Registrar)

- (a) That a meeting of the Assembly had taken place on Friday 11 March 2016 to consider two motions; one in relation to the Higher Education Green Paper and one in relation to the Prevent Duty.
- (b) That the meeting had been conducted well and had enabled a constructive and high quality debate.
- (c) That following the meeting of the Assembly, the Steering Committee considered the motion relating to the Prevent Duty at its meeting on 21 March 2016 (minute SC.208/15-16 {Restricted} refers).
- (d) That an open letter calling for the opposition of Prevent and the Green Paper and signed by 350 staff and students had been received by the Vice-Chancellor and President since the meeting of the Assembly.
- (e) That the motion relating to Prevent Duty would be considered by the Council and the Senate on 18 May 2016 and 8 June 2016 respectively.

RESOLVED:

- (a) That the motions considered at the meeting of the Assembly held on 11 March 2016 as set out in paper SC.100/15-16, be noted.

- (b) That the minutes of the meeting of the Assembly held on 11 March 2016 be approved as set out in paper SC.100/15-16.

235/15-16 *Report from the Capital Space and Amenities Group

CONSIDERED:

A report updating the Steering Committee on the business of the Capital, Space and Amenities Group (CSAG) (SC101/15-16 {Restricted}).

RESOLVED:

- (a) That the report updating the Committee on the business of the Capital, Space and Amenities Group as set out in paper SC101/15-16 {Restricted}, be noted.
- (b) That the Director of the Keep Campus Moving programme be invited to attend the next Steering Committee meeting to provide an update on the footpath closure between main campus and University House, scheduled to commence in July 2016 for a period of 18 months.

236/15-16 *Report from the Budget Steering Group

CONSIDERED:

A report from Budget Steering Group on the University's Q2 2015/16 Financial Performance (SC.105/15-16 {Restricted}).

RESOLVED:

That the full Budget Steering Group appendix relating to Q2 financial performance, including Campus and Commercial Services departments and Administrative and Professional Services departments, be circulated to Steering Committee members in advance of the next meeting.

237/15-16 *Report from the Campus and Commercial Services Group

RESOLVED:

That the report from the Campus and Commercial Services Group (CCSG) be deferred to the next Steering Committee meeting, to enable consideration of the CCSG financial performance (minute 236/15-16 {Restricted} refers).

238/15-16 Liberal Arts and Global Sustainable Development Programmes

CONSIDERED:

A paper on the proposed establishment of a Centre for Interdisciplinary Studies comprising Divisions of Liberal Arts and Global Sustainable Development, noting that formal approval for the establishment of the new Department would be sought through Faculty Boards, Senate and Council during the summer term 2015/16 (SC.104/15-16).

REPORTED: (by the Academic Registrar)

- (a) That two new programmes of study were currently being recruited to; Liberal Arts and Global Sustainable Development (GSD).

- (b) That the courses were interdisciplinary involving a wide range of departments across faculty boundaries, but there was no obvious existing parent department for them and, given the strong department model at Warwick, it was proposed that a new department should be established to provide a home for Liberal Arts and GSD.
- (c) That it was proposed that a new department, the 'Centre for Interdisciplinary Studies', should be established for incorporation in the Faculty of Arts, with membership of the Faculties of Social Science and Science, which should encompass two divisions; the Division of Liberal Arts and the Division of Global Sustainable Development.
- (d) That the establishment of the new department was time-critical to facilitate the appointment of new staff and the recruitment of students.
- (e) That the proposal had been discussed with Faculty Chairs and it was recommended that Professor Cathia Jenainati be appointed acting Head of Department with immediate effect, pending the appointment of a substantive Head of Department following the formal establishment of the department.

(by the Pro-Vice-Chancellor (Research))

- (f) That clarification was required regarding whether the proposed entity would be a 'Department' or a 'Centre', noting that there was an established protocol for the creation of Centres within the University structure.
- (g) That the University should be seeking to simplify its structures rather than further complicate to provide an immediate resolution which could cause further problems in the long term.
- (h) That the proposed department name was too similar to the existing 'Centre for Interdisciplinary Methodology' and may cause confusion.

(by the Registrar and Chief Operating Officer)

- (i) That, as the proposed entity would undertake research in its field, it would be appropriate for it to be classified as a department, noting that more work was required to establish the correct way to house entities such as that being proposed within the University's departmental structure.

(by the Pro-Vice-Chancellor (Teaching and Learning))

- (j) That using the term 'Interdisciplinary' in the department title could also cause confusion, due to its use throughout the University to describe working practices.

(by the Pro-Vice-Chancellor (Postgraduate and Transnational Education))

- (k) That two separate departments may be appropriate, given that the programmes are fields, not subjects.

RESOLVED:

That a revised proposal compiled by the Academic Registrar and the Registrar and Chief Operating Officer, taking into account the views expressed by the Committee, would be circulated to the Steering Committee for consideration by correspondence.

239/15-16 *Report from the Fees Working Group

CONSIDERED:

A paper outlining the main items of business from the meetings of the Fees Working Group held on 15 January, 11 February and 30 March 2016 (SC.105/15-16 {Restricted}).

RESOLVED:

- (a) That the key points of discussion from the meetings of the Fees Working Group held on 15 January, 11 February and 30 March 2016 as set out in paper SC.105/15-16 {Restricted}, be noted.
- (b) That the recommendations for fees levels be approved as set out in paper SC.105/15-16 {Restricted}.

240/15-16 HEFCE Operating Model for Quality Assessment

CONSIDERED:

A paper outlining the key elements of the Revised Operating Model for Quality Assessment (SC.106/15-16).

(by the Senior Assistant Registrar (Teaching Quality))

- (a) That following a consultation in 2015 the HEFCE had published a revised operating model for quality assessment in England and Northern Ireland which would replace the current cyclical review mechanisms operated by the QAA.
- (b) That the operating model covered both processes for entry to the higher education sector and review mechanisms for established providers of higher education.
- (c) That the review mechanisms for established providers would incorporate a one-off verification of a provider's internal review processes, a desk-based Annual Provider Review process and the five yearly HEFCE Assurance Review.
- (d) That the HEFCE had clarified the role of the governing body which would be required to provide assurance annually on the student academic experience and on the integrity of academic standards, and would not be directly engaged in quality management or form the sole element of external assurance as this was the responsibility of the Senate.
- (e) That further developments would be taken forward by sector representative bodies to strengthen the external examining system, on the calibration of academic standards and on the development of guidance on degree classification algorithms.
- (f) That funding bodies would take forward procurement processes for contracting with third party organisations which would be responsible for a number of elements of the new model.
- (g) That developmental work and a pilot phase would take place in 2016/17, with full implementation of the new model in 2017/18.

- (h) That HEFCE had been working with the Government to ensure that the new model was aligned to the proposed Teaching Excellence Framework and could be delivered as a coherent framework.

(by the Registrar)

- (i) That the Higher Education Code of Governance incorporated a requirement that governing bodies receive assurance that academic governance is effective, and that the Nominations Committee was considering the expertise of the lay membership of the governing body in light of this requirement.

(by the Academic Registrar)

- (j) That the process for the appointment of external examiners should focus primarily on individuals' experience and competencies, over and above which institution they are employed by.

RESOLVED:

That the paper outlining the key elements of the Revised Operating Model for Quality Assessment as set out in paper SC.106/15-16, be noted.

As at 20 April 2016