

THE UNIVERSITY OF WARWICK

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

Present: Mr K Sloan (Registrar and Chief Operating Officer (Chair)), Ms R Drinkwater (Group Finance Director), Professor S Gilson (Chair of the Board of the Faculty of Arts), Professor Christopher Hughes (Chair of the Board of the Faculty of Social Sciences), Professor M Shipman (Chair of the Board of the Faculty of Science), Professor C Sparrow (Academic Member of the Senate), Professor P Thomas (Pro-Vice-Chancellor (Research)), Professor L Young (Academic Vice-President).

Apologies: Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor S Croft (Vice-Chancellor and President), Professor A Clarke (Chair of the Board of the Faculty of Medicine), Professor Christina Hughes (Pro-Vice-Chancellor (Teaching and Learning)), Professor T Jones (Provost), Professor J Palmowski (Pro-Vice-Chancellor (Postgraduate and Transnational Education)), Professor S Swain (Pro-Vice-Chancellor (External Affairs)).

In Attendance: Ms S Black (Assistant Registrar (Governance)) (Assistant Secretary)), Ms D Chambers (Director Student Recruitment Outreach and Admissions Service) (for item 347/15-16), Ms C Farren (Senior Health & Safety Advisor) (for item 346/15-16), Dr M Glover (Academic Registrar), Ms J Horsburgh (Deputy Registrar (Secretary)), Ms C O'Leary (Assistant Director (Global Student Experience)) (for item 345/15-16), Ms G McGrattan (Director of Human Resources), Ms S Moore (Committee Support Administrator (Governance (Assistant Secretary))), Mr D Pearson (Senior Assistant Registrar (Graduate School)) (for item 345/15-16), Mr I Rowley (Director of Development, Communication and External Affairs).

339/15-16 Minutes

RESOLVED:

That the open minutes of the meeting held on 20 June 2016 be approved.

340/15-16 In memoriam: Professor Keith Cowling

REPORTED: (by the Registrar)

- (a) That the University was deeply saddened by the news that Professor Keith Cowling, a Professor in the Department of Economics since 1970, passed away on 16 June 2016.
- (b) That in addition to playing a central role in the early strength of the Economics Department, Keith had been a member of the Senate for 21 years, as well as serving as a member of various other committees, and as Chair of the Department.

RESOLVED:

That the sincere condolences of the Steering Committee be extended to the Cowling family.

341/15-16 EU Referendum

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That the University recognised that the outcome of the recent EU referendum was a major and emotive issue, noting that it was an unprecedented situation and the timescales and processes were still unclear.
- (b) That the University was providing reassurance to all staff and students, current and prospective, that Warwick would continue to welcome all EU and international staff and students and valued them as part of our community.
- (c) That the Race Charter Mark Group had released a statement and the Vice-Chancellor had updated his blog to provide reassurance to all those concerned by the referendum outcome.
- (d) That up-to-date information was available via guidance pages on the University's website and the Vice-Chancellor would be holding an all staff meeting on Tuesday, 12 July 2016, to discuss the impact of the Referendum on Warwick.
- (e) That the Referendum results would form the topic for strategic discussion by the Council at its meeting on Wednesday, 13 July 2016.

342/15-16 WATE 2016 Winners

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That the 2016 winners of the Warwick Awards for Teaching Excellence were announced at the end of June.
- (b) That the winners were Professor Lorenzo Frigerio (Life Sciences), Dr Yvette Hutchison (Theatre and Performance Studies), Dr Camilla MacLean (WBS), Mrs Kate Mawson (CPE) and Dr Michael Scott (Classics and Ancient History).
- (c) That the awards recognised those who had made an exceptional impact on student learning, and winners would receive their awards at the degree congregations later in July.

RESOLVED:

- (a) That Professor Lorenzo Frigerio, Dr Yvette Hutchison, Dr Camilla MacLean, Mrs Kate Mawson and Dr Michael Scott be congratulated on their awards.
- (b) That thanks also be extended to the proposers, without whom the awards would not be possible.

343/15-16 Staffing Updates

REPORTED: (by the Registrar and Chief Operating Officer)

That in the Vice-Chancellor's end of term message, the following staffing changes had been announced:

- (a) With effect from 1 July 2016, Professor Lawrence Young had been appointed to Academic Vice-President and would lead on the delivery of the China strategy.

- (b) Ms Jo Horsburgh would take up the post of Strategy Director, working with the Vice-Chancellor to deliver on the University's institutional strategic projects.
- (c) Professor Tim Jones would be leaving the University to take up the position of Provost at the University of Birmingham, with effect from 1 September 2016.

RESOLVED:

That Professor Tim Jones be thanked for his contribution to the University, and be congratulated on his new position at the University of Birmingham.

344/15-16 Nominations for University Chancellor

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That a call for nominations had been released for Sir Richard Lambert's successor as the University's Chancellor.
- (b) That Sir Richard would stand down from the position with effect from 30 September 2016, noting that a joint Committee of the Senate and Council had been established to consider nominations and put forward a recommendation for a successor in due course.
- (c) That the deadline for nominations was Friday, 15 July 2016.

345/15-16 *Integrated Welcome Week

CONSIDERED:

A report on developments regarding the integration of the Postgraduate Welcome Week with the Orientation programme in advance of the 2016/17 induction (SC.154/15-16 {restricted}).

RESOLVED:

That the report on developments regarding the integration of the Postgraduate Welcome Week with the Orientation programme in advance of the 2016/17 induction, as set out in SC.154/15-16 {restricted}, be noted.

346/15-16 *Letter of Notification of Contravention

CONSIDERED:

A report on the Health and Safety Executive's (HSE) recent enforcement action following an accident at an off-campus residence which resulted in serious injuries to a contractor working on behalf of Warwick Accommodation (SC.155/15-16 {restricted}).

RESOLVED:

- (a) That the report on HSE's recent enforcement action following an accident at an off-campus residence which resulted in serious injuries to a contractor working on behalf of Warwick Accommodation, as set out in SC.155/15-16 {restricted}, be noted.

- (b) That a further update would be submitted to Steering Committee at a later date.

347/15-16 *Summer Term Admissions Update

CONSIDERED:

A report presenting an update on Summer Term admissions (SC.156/15-16 {restricted}).

RESOLVED:

- (a) That the report presenting an update on Summer Term admissions, as set out in SC.156/15-16 {restricted}, be noted.
- (b) That the Director of Development and External Affairs provide an update for the next meeting on how staff, current students and prospective students would be kept up to date on developments around the referendum outcome and any potential effects on University admissions/ fees etc.

348/15-16 *Students' Union Framework of Good Governance

CONSIDERED:

Proposed revisions to the documents governing the relationship between the University and the Students' Union (SC.157/15-16 {restricted}).

RESOLVED:

That the proposed revision of documents governing the relationship between the University and the Students' Union, as set out in SC.157/15-16 {restricted} be noted, subject to minor amendments in relation to the updating of job titles being made.

349/15-16 *HESA Employment Performance Indicators

CONSIDERED:

A report presenting the HESA Employment Performance Indicators (PIs) for 2014/15 graduates, published on 7 July 2016 (SC.158/15-16 {restricted}).

RESOLVED:

That the report presenting the HESA Employment Performance Indicators for 2014/15 graduates, published on 7 July 2016, as set out in SC.158/15-16 {restricted}, be approved.

350/15-16 *Report from the Administrative and Professional Services Group

CONSIDERED:

A report from the Administrative and Professional Services Group (SC.147/15-16 {restricted}).

RESOLVED:

That the report from the Administrative and Professional Services Group, as set out in SC.147/15-16 {restricted}, be noted.

351/15-16 *Report from the Academic Resourcing Committee

RECEIVED:

A report summarising the business of the Academic Resourcing Committee since the March 2016 report to Steering (SC.160/15-16 {restricted}).

RESOLVED:

- (a) That the report summarising the business of the Academic Resourcing Committee since the March 2016 report to Steering Committee, as set out in SC.160/15-16 {restricted}, be noted.
- (b) That a report updating the Steering Committee on progress with the Warwick International Foundation programme, be brought to the next meeting.

352/15-16 *Receipt of Petition regarding Fair Teaching Conditions for Hourly Paid Tutors in the Sciences

CONSIDERED:

A paper informing the Steering Committee of the receipt by the University of a petition for fair teaching conditions for hourly-paid tutors in the Faculty of Sciences, submitted by representatives from the Warwick Students' Union on 9 June 2016 (SC.161/15-16).

RESOLVED:

- (a) That the petition for fair teaching conditions for hourly-paid tutors in the Faculty of Sciences, as set out in paper SC.161/15-16, be noted.
- (b) That Professor Palmowski provide an update on the outcome of his further discussions at a future meeting of the Committee.

353/15-16 *Consultation on arrangements for supporting widening access and successful student outcomes, including progression to taught postgraduate study

CONSIDERED:

A paper presenting the draft response to a HEFCE consultation on arrangements for supporting widening access and successful student outcomes, including progression to taught postgraduate study (SC.162/15-16 {restricted}).

RESOLVED:

That the draft response to the HEFCE consultation on arrangements for supporting widening access and successful student outcomes, including progression to taught postgraduate study, as set out in SC.162/15-16 {restricted}, be approved.

As at 21 July 2016