

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 13 October 2008

- Present: Vice-Chancellor (Chair, from item 29/08-09)
Deputy Vice-Chancellor (Chair from item 25/08-09 to 28/08-09)
Professor L Bridges,
Professor Y Carter,
Professor K Lamberts,
Professor R Lindley,
Professor M Smith,
Mr S Thomson (from item 30/08-09)
Professor M Whitby
- Apologies: Professor S Bruzzi, Professor R Higgott, Professor H Thomas
- In Attendance: Registrar (from item 30/08-09), Deputy Registrar, Academic Registrar, Director of Finance, Director of Estates, Director of Communication and Strategy, Head of Governance Support Services, Administrative Officer (Governance), Senior Assistant Registrar (Teaching Quality) for item 29/08-09, Director of Student Services for item 30/08-09, Director of Research Support Services for items 30/08-09 and 31/08-09 and Acting Director of Careers Service for item 33/08-09.

25/08-09 Minutes

RESOLVED:

That the minutes of the meeting held on 6 October 2008 be approved, subject to the following amendments (additions underlined and deletions ~~struck through~~):

7/08-09

RESOLVED:

(...)

- (b) That the Dean of Warwick Business School circulate to the Pro-Vice-Chancellor (Research: Arts and Social Studies) a final version of the WBS ~~research strategy~~ research incentives paper.

8/08-09

REPORTED: (by the Academic Registrar)

- (a) That ARC departments had an operating surplus of £2.4m higher than the original plan.

(...)

(by the Pro-Vice-Chancellor (Research: Science and Medicine))

- (b) That the graph showing the positions of ARC departments on page 2 were useful but would be ~~complemented~~ complemented by the addition of a further graph normalised by FTE.

26/08-09 UUK Invitation for Interest in Partnerships with New Indian Institutions (minute 10/08-09 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That Kings College had continued to enquire whether the University would be interested in a joint collaboration with institutions in India, noting that enquiries had also been made by Keele University as to Warwick's response to the UUK invitation.

(by the Academic Registrar)

That the Director of the International Office and the Pro-Vice-Chancellor (Teaching and Learning/International Affairs) would respond to the UUK invitation as discussed at the previous meeting of the Steering Committee.

27/08-09 Ministerial Appointments (minute 3/08-09 refers)

RECEIVED:

The revised list of Government ministerial appointments following the recent reshuffle (tabled at meeting).

REPORTED: (by the Deputy Vice-Chancellor)

That new ministerial appointments of interest to the University included as follows:

Ed Miliband, Secretary for State for Energy and Climate Change
Liam Byrne, Minister for the Cabinet Office and Chancellor of the Duchy of Lancaster
David Lammy, Minister of State in DIUS
Lord Drayson, Minister of State in DIUS (Science Minister)
Ian Austin, Assistant Government Whip and Minister for the West Midlands

28/08-09 Publication of RAE 2008 Results

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That the results of the RAE 2008 would be published on the following timescale:
- (i) Individual institutional results released by HEFCE to respective Vice-Chancellors on the morning of 17 December 2008;
 - (ii) Universities provided with sector wide results at 12noon 17 December 2008;
 - (iii) The Times Higher Education provided with results for the sector on 15 December 2008 to inform their coverage in the publication on 18 December 2008;

(by the Academic Registrar)

- (b) That as full sector results would be released to the media at the same time as institutional data was provided to Vice-Chancellors careful consideration would be required with regards to dissemination to departments.

29/08-09 QAA Audit Initial Visit

REPORTED: (by the Pro-Vice-Chancellor (Teaching and Learning/International Affairs))

- (a) That the recent initial briefing visit by the QAA went well, noting that the audit team had been interested in assessment conventions, credit weightings, joint degrees and student representation.

(by the Senior Assistant Registrar (Teaching Quality))

- (b) That the schedule for the full audit visit included 5 meetings (3 with staff and 2 with students), each due to last 90 minutes.
- (c) That the Teaching Quality team were identifying appropriate colleagues to meet with the auditors at these meetings.

30/08-09

University Response to RCUK Consultation on Research Governance

CONSIDERED:

The University's draft response to the RCUK consultation on research governance (SC.18/08-09)

REPORTED: (by the Director of Student Services)

- (a) That, having considered the Code of Conduct and Policy on the Governance of Good Research Conduct published by RCUK, the University could feel confident in the range of procedures already in place, noting that the publication of these guidelines had provided an opportunity to review and consolidate the institutional approach.
- (b) That it remained unclear the volume of reporting and level of detail required under the RCUK guidelines and that this would need to be monitored as proposals are taken forward.

RESOLVED:

That the response be submitted to the RCUK by the deadline 24 October 2008 and to UUK by 15 October 2008 subject to amendments as discussed at the meeting.

31/08-09

Policy Update: Research and Innovation

RECEIVED:

A paper together with an oral report from the Director of Research Support Services updating on research activities (SC.26/08-09).

REPORTED: (by the Director of Research Support Services)

- (a) That the low carbon and security initiatives presented major funding opportunities.
- (b) That the Knowledge Transfer Account bid was progressing well, noting that the engagement with Warwick Ventures was a positive and unique aspect to the Warwick bid.
- (c) That a new management structure within Research Support Services would be in place by the end of the calendar year in accordance with the agreed RSS Five Year Plan.

(by the Pro-Vice-Chancellor (Research: Science and Medicine))

- (d) That the Wellcome Trust and EPSRC Medical Engineering bid highlighted in the paper predicted break even in terms of financial impact, noting that the full bid would be considered by the Steering Committee prior to submission.
- (e) That, while the Science City projects represented significant benefits for the University, they also required outputs which would need very careful management in order to manage risk going forward.

RESOLVED:

That a paper outlining the complexity of the University's involvement with Advantage West Midlands be considered at a future meeting of the Committee including proposals for monitoring performance against outputs.

32/08-09 Proposed Revision to WMS Senior Management Structure

CONSIDERED:

A paper from the Dean of Warwick Medical School proposing changes to the senior academic management structure in the Medical School (SC.32/08-09).

REPORTED: (by the Dean of Warwick Medical School)

That the proposed revision to establish an Associate Dean (Biomedical Research) aimed to split and maximise the growing research portfolio within the School.

RESOLVED:

That the proposals as set out in SC.32/08-09 be approved, noting that the current Associate Dean (Research) would be retitled as Associate Dean (Clinical Research) as per discussion at the meeting.

33/08-09 University Response to UUK Graduate Employability Survey

CONSIDERED:

The draft University's response to the recent UUK/CBI survey on Graduate Employability (SC.28/08-09).

REPORTED: (by the President of the Students' Union)

- (a) That some corrections were necessary to the sections on student societies and to reflect the skills acquired whilst serving on executives of University clubs or societies.

(by the Dean of the Medical School)

- (b) That the work between the Careers Centre and the Warwick Medical School should be included in the response.

(by the Chair of the Board of Graduate Studies)

- (c) That as the survey was undergraduate-focused it did not allow for postgraduate skills programmes to be included and this should be noted in the response.

RESOLVED:

That the University response be submitted later today subject to the amendments discussed at the meeting.

34/08-09 University Response to HEFCE Consultation on New Higher Education Centres

CONSIDERED:

The draft University's response to the HEFCE consultation on proposed new higher education centres (SC.27/08-09).

REPORTED: (by the Registrar)

- (a) That the implementation of these proposals represented a significant top-slicing of the Strategic Development Fund meaning that less resources would be available for bids from institutions like Warwick and this should be noted in the response.

(by the Pro-Vice-Chancellor (Teaching and Learning/International Affairs))

- (b) That the response might be understood as Warwick being strongly in favour of the proposals if the specific 'yes' responses were retained.

RESOLVED:

That the response be submitted by the deadline of 17 October 2008 as set out in SC.27/08-09 subject to the amendments discussed at the meeting.

35/08-09

UUK I-Note I/08/087: Ethnicity and Degree Attainment Consultation

CONSIDERED:

An information note from UUK updating the University on ongoing activities in the area of ethnicity and degree attainment and requesting information about related work within universities (SC.19/08-09).

REPORTED: (by the Academic Registrar)

That the Director of Student Development and Diversity was preparing a draft response.

RESOLVED:

That the draft response be considered at the next meeting of the Steering Committee on 20 October 2008.

36/08-09

UUK I-Note I/08/88: Consultation for Proposed Centre of Excellence for workforce strategy and Planning

CONSIDERED:

A UUK note requesting responses to the consultation on the establishment of a Centre of Excellence within the NHS Next Stage Review report (SC.20/08-09).

REPORTED: (by the Dean of Warwick Medical School)

- (a) That she had responded via the Medical Schools Council and Academy of Medical Sciences, noting that the Institute of Employment Research might wish to contribute to any University response.

(by the Chair of the Board of the Faculty of Social Studies)

- (b) That the Director of the NHS Workforce Review Team had contacted him over the Summer and that a discussion had taken place about the proposed Centre of Excellence and the possible collaboration between the WRT and Warwick.

RESOLVED:

That the Chair of the Board of the Faculty of Social Studies and the Dean of Warwick Medical School collate a response for consideration by the Steering Committee at its next meeting on 20 October 2008.

37/08-09

Coventry Schools Trust: Appointment of Governor

REPORTED: (by the Deputy Registrar)

That Professor Bassnett's term as Governor with the Coventry Schools Trust had ended, noting that the Trust were keen to re-appoint Professor Bassnett for an additional period of office.

RESOLVED:

That Professor Bassnett be re-appointed as the University's nominated Governor of the Coventry Schools Trust.

38/08-09

The Queen's Anniversary Prizes for Higher and Further Education 2009

CONSIDERED:

An invitation to submit an entry for the 2009 round of the Queen's Anniversary Prizes, together with the entry criteria document (SC.33/08-09).

REPORTED: (by the Registrar)

That the University has previously submitted applications but neither had been successful.

RESOLVED:

That suggestions for entries be forwarded to the Deputy Registrar and that a list of potential entries be considered at a future meeting of the Steering Committee, together with examples of previous winners from other institutions.

37/08-09

Research Careers in the UK: A Review

RECEIVED:

A report written by the Vice-Chancellor presenting the current situation of research careers in the UK (SC.34/08-09).

38/08-09

University Response to UUK Mental Health Policies Survey

RECEIVED:

The University response to the recent UUK survey into mental health policies and practice in universities submitted on 10 October 2008 (SC.29/08-09).

39/08-09

HEFCE HEIF 4 Institutional Strategies

RECEIVED:

A press release from HEFCE detailing the HEIF 4 Institutional Strategies which was set to boost universities funding by a total of £400m (SC.21/08-09).

40/08-09

HEFCE Report: Compact Schemes in HEIs

RECEIVED:

A report from HEFCE providing information on compact schemes within higher education and their contributions to outreach and recruitment (SC.22/08-09).

41/08-09

NESTA Report: Developing Entrepreneurial Graduates

RECEIVED:

A report from NESTA advising institutions how to develop an environment which fostered entrepreneurial mindsets in students (SC.23/08-09).

42/08-09 UCEA Update: Procedure for the Investigation of Misconduct in Research

RECEIVED:

An update on the procedure for the investigation of misconduct in research recently circulated by the UK Panel for Research Integrity in Health and Biomedical Research (SC.24/08-09).

43/08-09 UUK I-Note I/08/086: Additional Student Numbers in Healthcare Science

RECEIVED:

An Information Note advising of developments with respect to additional student numbers in healthcare science (SC.25/08-09).

ysw/jf/steersshare/minutes2008-09/Oct08/13Oct08