

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 14 January 2013

- Present: Vice-Chancellor,
Professor A Caesar,
Professor S Croft,
Professor Christina Hughes,
Professor Christopher Hughes,
Professor T Jones,
Professor J Labbe,
Mr N Swain,
Professor S Swain,
Professor M Taylor,
Professor P Thomas,
Professor L Young.
- Apologies: Deputy-Vice-Chancellor, Professor P Winstanley.
- In Attendance: Registrar, Academic Registrar, Deputy Registrar, Group Finance Director, Director of Development and External Affairs, Director of Estates, Executive Officer (Vice-Chancellor's Office), Head of Governance Support Services, Administrative Officer (Governance).

180/12-13 Minutes

RESOLVED:

That the minutes of the meeting held on 17 December 2012 be approved.

181/12-13 2013/14 Medical Intake Target (minute 150/12-13 refers)

RECEIVED:

A letter from HEFCE confirming the University's medical intake target for 2013/14 (SC.118/12-13).

REPORTED: (by the Vice-Chancellor)

That Warwick Medical School had received a cut of one student, which was significantly less than the reduction of at least 2% imposed on many medical schools in England.

182/12-13 QAA Institutional Review 2013

REPORTED: (by the Vice-Chancellor)

That the QAA review team had arrived at the University to conduct the first visit in advance of the full review scheduled for the week commencing 25 February 2013.

183/12-13 UCAS Applications for 2013/14

REPORTED: (by the Vice-Chancellor)

- (a) That UCAS admissions data gathered in mid-December 2012 confirmed that applications from students in England were at their lowest since 2009.
- (b) That home/EU applications to Warwick had decreased by approximately 4%, compared to a national decrease of 6%.

184/12-13 Teaching Excellence

REPORTED: (by the Vice-Chancellor)

- (a) That nominations for the Warwick Awards for Teaching Excellence (WATE) had opened and colleagues were encouraged to engage with the nomination process.
- (b) That a new Teaching Excellence website, hosted by the teaching and learning team in the Learning and Development Centre, had been set up to offer a platform for engagement around teaching and learning across the University and to give award winning teachers an online space for discussion and showcasing.

185/12-13 New Year Honours List

REPORTED: (by the Vice-Chancellor)

That a number of people with connections to the University had been recognised in the Queen's New Year Honours List, including:

- (i) Former Council member Penny Egan, who received a CBE for services to international education.
- (ii) Honorary graduate DeAnne Julius (2000), who was appointed Dame (DCMG) for services to international relations and a decade as Chair of the Royal Institute of International Affairs.
- (iii) Engineering graduate Richard Wilding (1998), who was awarded an OBE for services to business.
- (iv) The Director of the British Council, Moses Anibaba, who had given key support to the Warwick in Africa programme, was awarded an OBE for services to UK cultural interests in West Africa.

186/12-13 Abroad in Komaba Exchange Scheme (AIKOM)

REPORTED: (by the Vice-Chancellor)

- (a) That the University of Tokyo was offering a one-year exchange visit for one Warwick undergraduate as part of its AIKOM student exchange programme.
- (b) That Warwick was the only British university to be invited to join the scheme.

187/12-13 Degree Ceremonies

CONSIDERED:

A paper providing an update on proposals for the Summer 2013 degree ceremonies (SC.114/12-13).

REPORTED:

(by the Academic Registrar)

- (a) That the current practice of holding three ceremonies on a weekday in the summer graduation week was becoming problematic due to the increasing number of graduands in each ceremony.
- (b) That it was proposed to extend the ceremonies into the Saturday to provide a significantly enhanced experience for graduands and their families.

- (c) That the move would create potential to increase capacity in future years by holding a further ceremony on Saturday afternoon.
- (d) That it would be sensible to allocate the Saturday ceremony to departments whose courses contained a large number of students with professional commitments, such as the Warwick MBA.
- (e) That consideration had been given to holding the additional ceremony on the Friday of the previous week or the Monday of the following week.

REPORTED:

(by the Registrar)

- (f) That the financial and reputational costs of cancelling existing contracts for Arts Centre bookings would be damaging to the University and as such, it was not possible to use the Arts Centre on additional weekdays during July for the next few years.
- (g) That it was proposed that the formal dinner be moved from Wednesday to Thursday evening.
- (h) That a final decision on the timing of the dinner was imminent and would be communicated in due course.

(by the Dean, Warwick Business School)

- (i) That Warwick Business School was supportive of the suggestion that the Warwick MBA ceremony take place on the Saturday.

(by the Deputy Registrar)

- (j) That the University was monitoring the current inclement weather conditions in view of the Winter degree ceremonies scheduled for the following week.

RESOLVED:

That the proposal to extend the Summer 2013 degree ceremonies programme from Monday 15 July to Saturday 20 July 2013 be approved as set out in paper SC.114/12-13, noting that agreement would need to be gained from departments for their staff to receive TOIL for hours worked on the Saturday.

188/12-13

AHRC Exchange Consortium

CONSIDERED:

The Arts and Humanities Research Council Second Block Grant Partnership (AHRC BGP2) Case for Support and accompanying Joint Electronic Submission (JeS) form (SC.115/12-13).

REPORTED:

(by the Chair of the Board of Graduate Studies)

- (a) That following the successful Expression of Interest in the AHRC BGP2 submitted by a Warwick-led consortium of six institutions, the AHRC had invited a full application.
- (b) That feedback to the Expression of Interest from the AHRC had been broadly positive, noting only the need for greater clarity around the rationale for the make-up of the consortium.

- (c) That the consortium would bid for the maximum allowance of sixty studentships.
- (d) That the University expected to complement its institutional allocation of BGP2 funds with an additional 25% drawn from internal funding intended to underpin the administrative structure for the Exchange whilst allowing for training opportunities to be opened to non-AHRC funded Arts and Humanities PhD students.
- (e) That the other members of the consortium had also agreed to complement their allocation of funds with an additional 25%.
- (f) That a member of academic staff would be seconded to be role of Exchange Director, ~~as had been the case for previous exchange consortia.~~

(by the Academic Registrar)

- (g) That the wording of the document inferred that students chosen to enrol directly on to the PhD were not considered to be as exemplary as those selected for the interdisciplinary MA.

(by the Pro-Vice-Chancellor for Research (Arts and Social Sciences) and Fundraising)

- (h) That the Case for Support should state that whilst sixty studentships are requested, the consortium is able to operate equally as effectively with a lower number.

(by the Vice-Chancellor)

- (i) That the introductory paragraph to the Case for Support should clearly highlight the unique selling points of the bid.

RESOLVED:

That the AHRC BGP2 Case for Support and JeS form content be approved as set out in SC.115/12-13, subject to the clarifications and amendments recommended by the Committee.

189/12-13

HEFCE Consultation – Review of TRAC

RECEIVED:

The University's response to the HEFCE consultation on the Transparent Approach to Costing (TRAC) (paper SC.117/12-13).

REPORTED: (by the Vice-Chancellor)

- (a) That the University's response had been approved by the Deputy-Vice-Chancellor in his capacity as Chair of the TRAC Steering Group, in time for the HEFCE submission deadline of 11 January 2013.

(by the Group Finance Director)

- (b) That Warwick's response was similar to those submitted by other Russell Group institutions.
- (c) That the TRAC for Teaching TRAC(T) submission for last year was also imminent.

(by the Registrar)

- (d) That as a publicly accessible document and potential data source for the government, it was important that the TRAC return provided a defensible reflection of the University's performance.

190/12-13 'High Fliers' Report, 2013

REPORTED: (by the Pro-Vice-Chancellor for Innovation, Employability and Widening Participation)

That the *Graduate Market Report 2013* conducted by High Fliers had ranked Warwick as the top UK HE institution to be targeted by the country's one-hundred largest graduate employers in 2012/13.

191/12-13 Graduate Employment Support

REPORTED: (by the Pro-Vice-Chancellor for Innovation, Employability and Widening Participation)

That a new initiative by Student Careers and Skills of contacting all new graduates to determine whether they had gained employment or further training had resulted in fifty unplaced graduates securing placements, some within the University.

192/12-13 Jaguar Land Rover Apprenticeships

REPORTED: (by the Vice-Chancellor)

- (a) That Warwick Manufacturing Group had been awarded a contract by Jaguar Land Rover to deliver a programme to enable apprentices to progress to and complete an undergraduate degree.
- (b) That the students would not count towards the University's HEFCE student numbers.

193/12-13 UUK Briefing on Competition Law

RECEIVED:

A UUK briefing providing high level advice on the application of competition law in the HE sector, with particular regard to the permissible exchange of information between institutions (SC.121/12-13).

REPORTED: (by the Academic Registrar)

That colleagues attending sector events should be mindful of the institutional information divulged during discussion with external colleagues, and that it would be useful for a brief guidance note to be circulated to clarify what information should not be shared.

194/12-13 University Response to the Higher Education Business and Community Interaction Survey

RECEIVED:

The University's response to the Higher Education Business and Community Interaction Survey which was submitted on 14 December 2012, following feedback on the draft response paper presented to the Committee on 10 December 2012 (SC.116/12-13).

195/12-13 UK Quality Code for Higher Education, Chapter B10: Managing Higher Education Provision with Others

RECEIVED:

Chapter B10 of the QAA's UK Quality Code for Higher Education, which focuses on the responsibilities of degree awarding bodies that manage arrangements for delivering learning opportunities with others (SC.119/12-13).

196/12-13 UCAS End of Cycle Report

RECEIVED:

A press release from UCAS advising that its End of Cycle Report for 2012 was published on 13 December 2012, noting that the full report could be accessed at:

http://www.ucas.ac.uk/about_us/media_enquiries/media_releases/2013/dec13applicantfigures (SC.120/13-13).

KS/CS/Steering/Minutes/2012-2013/14-01-2013