

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 18 February 2008

Present: Vice-Chancellor (Chair)
Deputy Vice-Chancellor
Professor L Bridges
Professor A Caesar
Professor Y Carter
Professor R Higgott
Mr J Kirby
Professor K Lamberts
Professor R Lindley
Professor M Smith
Professor H Thomas
Professor L M Whitby

Apologies Professor S Bassnett

In Attendance: Academic Registrar, Deputy Registrar, Director of Communications, Director of Estates, Director of Finance, Registrar, Vice-Chancellor's Executive Officer, Administrative Officer (Campus Affairs), Director of Student Admissions and Recruitment (for items 325/07-08 and 326/07-08), Assistant Director (International Student Recruitment) (for item 326/07-08).

320/07-08 Minutes

RESOLVED:

That the minutes of the meeting held on 11 February 2008 be approved.

321/07-08 Professor Michael Edwards (minute 305/07-08 refers)

REPORTED: (by the Vice-Chancellor)

The Professor Michael Edwards had in fact been unsuccessful in his bid to become a member of the Academie Francaise.

322/07-08 DIUS Consultation on Innovation (minute 303/07-08 refers)

REPORTED: (by the Vice-Chancellor)

That the amendments suggested by the Committee at its previous meeting had been made to the University's response to the DIUS Consultation on Innovation, and the revised response submitted.

323/07-08 Points Based Immigration System (minute 205/07-08 refers)

REPORTED: (by the Registrar)

That a letter had been sent to the Minister of State for Immigration setting out the concerns of the University about the Home Office proposals for the new points based immigration system.

324/07-08

National Student Survey (minute 307/07-08 refers)

REPORTED: (by Professor Whitby)

That participation in the National Student Survey was rising noting that concerns had been raised in one department about the methodology and in another about the impact that this year's examination timetable might have on results.

325/07-08

Admissions Update (minute 308/07-08 refers)

REPORTED: (by the Director of Student Admissions and Recruitment)

- a) That the University had moved up a place to 7th in the overall rankings of market share of total degree applications.
- b) That the University had moved up four places to 7th in the rankings of market share of home degree applications.
- c) That the University had moved up a place to 3rd in the rankings of market share of overseas degree applications.

326/07-08

International Admissions (minute 124/07-08 refers)

CONSIDERED:

A paper providing an update on progress to improve the admissions process for international students (SC.252/07-08).

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

That he was undertaking a consultation with international students to learn more about the international experience at the University.

RESOLVED:

- a) That the recommendations in the paper be approved, noting:
 - (i) That a policy of making earlier unconditional offers for international students represented an increased but manageable risk for the University.
 - (ii) That the implementation of an electronic system to manage the receipt of references would help manage that risk.
- b) That the President of the Students' Union bring forward a paper reporting on the outcomes of his consultation exercise with international students to be considered a future meeting of the Committee.

327/07-08

Strategic Departmental Review: Centre for Translation and Comparative Cultural Studies

CONSIDERED:

The Review Report arising from the Strategic Departmental Review of the Centre for Translation and Comparative Cultural Studies (SC.241/07-08).

RESOLVED:

- a) That the Director of the Centre for Translation and Comparative Cultural Studies be invited to submit an initial response to the Review Report to be considered by the Committee at the next appropriate meeting.
- b) That the Academic Registrar report to a future meeting of the Committee, updating it on Workload Models and their implementation.

328/07-08

Funerals and Memorial Services on Campus

CONSIDERED:

A draft policy statement on the holding of memorial and funeral services on campus including comments from the Anglican Chaplain on behalf of the Chaplaincy Team (SC.251/07-08)

RESOLVED:

That the policy be approved for immediate implementation, noting the Committee's wish that any open communication of the policy beyond the Chaplaincy Team be deferred until later in the academic year.

329/07-08

Revolving Green Fund Consultation

CONSIDERED:

A copy of HEFCE document ref. January 2008/03 inviting institutions to respond to the consultation on the aims and operations of the proposed revolving green fund (SC.243/07-08).

RESOLVED:

That the Director of Estates co-ordinate the University's response to the consultation with the draft response being considered by the Committee at a future meeting prior to the 21 April 2008 submission deadline.

330/07-08

Academic Health Sciences Centres for the West Midlands

CONSIDERED:

A report and correspondence from the NHS concerning the application of the Academic Health Sciences Centre concept to the West Midlands (SC.250/07-08).

RESOLVED:

That Professor Carter continue to progress discussions into the possibility of establishing the University as an Academic Health Science Centre for the West Midlands.

331/07-08

Communication of items discussed Steering Committee / Senate / Council to Heads of Department

RESOLVED:

That the Deputy Registrar and Director of Communications consider a system to improve the communication of decisions made at Steering Committee, Senate and Council to Heads of Department.

332/07-08

Go Green Week

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

That that week was Go Green Week and that environmental issues remained high on the student agenda.

333/07-08

UK Panel for Research Integrity in Health and Biomedical Sciences Consultation

CONSIDERED:

UUK Information Note I/08/009 inviting institutions to submit their views on a draft procedure into investigation of allegations of misconduct in research in Health and Biomedical Sciences (SC.240/07-08).

RESOLVED

That Professors Smith and Carter co-ordinate the University's response to the consultation to be considered by the Committee prior to the submission deadline of 4 April 2008.

334/07-08

Approval of West Midlands ERDF Operational Programme 2007-13

RECEIVED:

Correspondence from Advantage West Midlands confirming the approval of the West Midlands European Regional Development Fund Operational Programme for 2007-13 (SC.238/07-08).

- 335/07-08 SU Sabbatical Officer Elections
- RECEIVED:
- Confirmation of the results of the Students' Union Sabbatical Officer Elections for 2008-09 (SC.239/07-08).
- 336/07-08 Progress Report on a Comprehensive Digital/Paper Copyright Licence and Digital Image Licence
- RECEIVED:
- UUK Information Note 1/08/008 updating institutions on the progress of negotiations with the CLA and DACS on a Comprehensive Digital/Paper Copyright Licence and Digital Image Licence (SC.242/07-08).
- 337/07-08 Kluge Prize
- RECEIVED:
- Correspondence from the John W. Kluge Center, inviting nominations for the John W. Kluge Prize for the Study of Humanity, to be submitted by 1 March 2008 (SC.244/07-08).
- 338/07-08 Analysis of Institutional Plans for HEIF3
- RECEIVED:
- The Executive Summary of a HEFCE report analysing institutional plans for round 3 of the Higher Education Innovation Fund (SC.247/07-08).
- 339/07-08 HEFCE Strategic Review of Sustainable Development in HE in England
- RECEIVED:
- The Executive Summary of a HEFCE report into the strategic review of sustainable development in higher education in England (SC.248/07-08).
- 340/07-08 Interim Evaluation of the Higher Education Academy
- RECEIVED:
- The Executive Summary of a HEFCE report into an interim evaluation of the Higher Education Academy (SC.249/07-08).