

# THE UNIVERSITY OF WARWICK

## Minutes of the Meeting of the Steering Committee held on 1 December 2014

- Present: Professor N Thrift (Vice-Chancellor and President (Chair)), Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor M Freely (Chair of the Board of the Faculty of Arts), Professor Christina Hughes (Pro-Vice-Chancellor (Teaching and Learning)), Professor Christopher Hughes (Chair of the Board of the Faculty of Social Sciences), Professor T Jones (Pro-Vice-Chancellor (Science, Engineering & Medicine)), Professor J Palmowski (Pro-Vice-Chancellor (Postgraduate and Transnational Education and Chair of the Board of Graduate Studies)), Professor S Swain (Pro-Vice-Chancellor (Arts and Social Sciences)), Ms C Turhan (President of the Students' Union), Professor L Young (Pro-Vice-Chancellor (Academic Planning and Resources)).
- Apologies: Professor Stuart Croft (Provost), Professor M Taylor (Dean of the Warwick Business School), Professor P Thomas (Chair of the Board of the Faculty of Science), Professor P Winstanley (Chair of the Board of the Faculty of Medicine).
- In Attendance: Mr J Breckon (Director of Estates), Ms R Drinkwater (Group Finance Director), Dr M Glover (Academic Registrar), Mrs C Henrywood (Assistant Registrar, Governance (Assistant Secretary)), Ms J Horsburgh (Deputy Registrar), Ms G McGrattan (Director of Human Resources), Mr K Sloan (Registrar and Chief Operating Officer (Secretary)).

### 87/14-15 Minutes

#### RESOLVED:

That the open and restricted minutes of the meeting held on 17 November 2014 be approved.

### 88/14-15 Pensions Update

#### CONSIDERED:

The report from a sub-committee of lay members of the Council on the proposed benefit changes and the USS trustee's consultation on the scheme's technical provisions and recovery plan (SC.48/14-15), together with an oral update from the Vice-Chancellor and President regarding the joint UUK/UCU statement on the status of the assessment boycott.

#### REPORTED: (by the Vice-Chancellor and President)

- (a) That following a discussion at its meeting on Friday 21 November 2014, the University Council had adopted a report from a Council Sub-Group established for the purposes of considering and reporting on the recent USS consultation.
- (b) That this report would be submitted to Universities UK (UUK) who were preparing a consolidated response to USS on behalf of employers, and had been posted on Insite for the information of all staff on 24 November 2014.
- (c) That a joint UUK/UCU statement had been published on Friday 14 November, following a meeting of the national Joint Negotiating Committee, noting that the statement indicated that, subject to further consultation, the current assessment boycott would be suspended with effect from 20 November 2014, pending further negotiations.

RESOLVED:

That the report from the Council sub-group be noted.

89/14-15 Winter Degree Congregation

REPORTED: (by the Vice-Chancellor and President)

- (a) That the University's Winter Degree Congregation would take place in the Butterworth Hall, between Wednesday, 21 and Friday, 23 January 2015.
- (b) That Academic colleagues were invited to join one (or more) of the Academic Processions during the week, whilst administrative and support staff were invited to help support the ceremonies by signing up to assist in various capacities.
- (c) That forms needed to be submitted to by Friday 2 January 2015 at the latest via the Awards and Ceremonies webpage or [graduation@warwick.ac.uk](mailto:graduation@warwick.ac.uk).

90/14-15 Staff Network Day

REPORTED: (by the Vice-Chancellor and President)

That all staff, including academic colleagues, could now register their place at the staff conference that is to be held on Monday 15 December 2014.

91/14-15 University's 50<sup>th</sup> Anniversary Launch Dinner

REPORTED: (by the Vice-Chancellor and President)

That a special dinner to mark the launch of the University's 50<sup>th</sup> Anniversary celebrations would be held on Tuesday 2 December 2014 in the Butterworth Hall.

92/14-15 International Gateway for Gifted Youth (IGGY) Update

REPORTED: (by the Vice-Chancellor and President)

- (a) That IGGY had been shortlisted for one of the inaugural Reimagine Education Awards, a global competition to recognise new, innovative pedagogical approaches that will change the way we teach, learn, and deliver educational content.
- (b) That the announcement of the winners would be made on 9/10 December 2014.

93/14-15 Staff Awards 2015

REPORTED: (by the Vice-Chancellor and President)

That the deadline for award nominations had been extended to 15 December 2014, noting that colleagues be encouraged to participate.

94/14-15 Researchers: Support with Digital Tools

REPORTED: (by the Vice-Chancellor and President)

- (a) That enrolment was now open on the IT Services website for a new course, Digital Tools for Researchers, which would formally launch in January 2015.
- (b) That the online-only course, aimed primarily at research students and early career researchers, would introduce a variety of essential online resources to enhance how researchers conduct, manage and communicate their research.

95/14-15 Professor Mike Shattock Awarded 'The Lord Dearing Lifetime Achievement Award'

CONSIDERED:

An oral report on the 'The Lord Dearing Lifetime Achievement Award' bestowed upon Professor Mike Shattock.

REPORTED: (by the Vice-Chancellor and President)

- (c) That the former Warwick Registrar, Professor Mike Shattock, had been awarded "The Lord Dearing Lifetime Achievement Award" at the Times Higher Education Awards 2014 on 27 November 2014.
- (d) That Mike was now a Visiting Professor of Higher Education at the Centre for Higher Education Studies, Institute of Education, University of London but that a great many Warwick staff would know him from his time as Warwick's longest serving Registrar to date.
- (e) That Mike joined Warwick in 1969 serving first as Deputy Registrar and Academic Registrar and was appointed Registrar 1983, serving as Warwick's Registrar until 1999.

RESOLVED:

That the congratulations of the Steering Committee be extended to Professor Mike Shattock on his recent award.

96/14-15 Separation of Role of Dean of Warwick Medical School from the Chair of the Board of the Faculty of Medicine

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That a recommendation was received from the Dean of the Warwick Medical School, Professor Peter Winstanley, that the roles of Chair of the Faculty of Medicine, and Dean of the Warwick Medical School, be formally decoupled, to bring the arrangements for the Chair of the Faculty of Medicine and Faculty governance into line with those that were in place for all other Faculties.
- (b) That this proposal from the Dean, along with the associated Ordinance change, was circulated to the members of the Senate prior to being considered and approved by the Council, for the first time, at its meeting on Friday 21 November 2014.

- (c) That it had been confirmed that Professor Winstanley would retain his role as Chair of the Faculty of Medicine and with effect from 1 January 2015 would focus on this strategic portfolio alongside leading the University's liaison with the various NHS bodies and agencies necessary to support the further development of medicine at Warwick, noting that Professor Winstanley would also remain a Non-Executive Director on the Board of the University Hospitals Coventry and Warwickshire NHS Trust.
- (d) That as a consequence of this change in the governance of the Faculty and School, the Committee on the Appointment of Heads of Department (CAHD) had considered the interim arrangements for the Headship of the Warwick Medical School, in line with the provisions of Ordinance 11 governing the Appointment of Heads of Departments.
- (e) That CAHD had resolved to appoint Professor Sudhesh Kumar as Interim Dean of the Warwick Medical School, from 1 January 2015, for a period of up to twelve months, until such time as a substantive appointment was made, noting that Professor Kumar had confirmed his willingness to serve in this capacity.

97/14-15 \*Annual Monitoring Statement Return for 2014 to the HEFCE

CONSIDERED:

The University's draft Annual Monitoring Statement for 2014 (SC.30/14-15 {restricted}), for submission to the HEFCE by 3 December 2014.

RESOLVED:

That, subject to the enhancements highlighted by colleagues being made to the Annual Monitoring Statement for 2014, the Vice-Chancellor and President and the Registrar and Chief Operating Officer be remitted to approve the final version of the Annual Monitoring Statement on behalf of the Steering Committee in time to meet the upload deadline of 5pm on 3 December 2014.

98/14-15 \*Submission Bid to the Wellcome Trust Four-Year PhD Programme

CONSIDERED:

A paper outlining the proposal for submission to the Wellcome Trust Four Year PhD Programme (SC.42/14-15 {restricted}).

RESOLVED:

That the submission of the proposal and associated University investment be approved as per paper SC.42/14-15 {restricted}.

99/14-15 Membership of Senate Committees

RESOLVED:

That the proposed changes to Senate memberships be approved as set out in paper SC.43/14-15.

100/14-15 HEFCE 2015-20 Draft Business Plan

RECEIVED:

The HEFCE draft Business Plan for 2015-20 (SC.44/14-15).

REPORTED: (by the Deputy Registrar)

- (a) That the draft HEFCE Business Plan for 2015-20 set out the HEFCE's areas of priority and that institutions had been invited to provide feedback via a questionnaire.
- (b) That colleagues were invited to pass comments for inclusion in the University's response to the Deputy Registrar or Registrar and Chief Operating Officer.

RESOLVED:

That the Vice-Chancellor and President and the Registrar and Chief Operating Officer be remitted to approve the final response from the University to the HEFCE on 3 December 2014, on behalf of the Steering Committee.

101/14-15 Draft Response to HEBCI Survey 2013-14 (Part A) and Response to HEBCI Survey 2013-14 (Part B)

CONSIDERED:

A paper outlining the University's draft response to the Higher Education Business and Community Interaction (HEBCI) survey 2013-14 (SC.45/14-15).

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That Part A of the survey limited what responses the University could provide, noting that it was important that the University was balanced in the responses that it provided.

(by the Group Finance Director)

- (b) That Part B of the survey captured and coded various strands of funding received by the University through HEIF.

RESOLVED:

- (a) That the University's draft response to Part A be approved.
- (b) That the Committee agreed to remit the Registrar and Chief Operating Officer and Group Finance Director to approve part B on behalf of the Committee.

102/14-15 HEFCE Request for Evidence to Inform Policy and Funding for Knowledge Exchange

CONSIDERED:

A paper outlining the HEFCE Evidence Gathering Exercise to inform policy and funding for knowledge exchange (SC.46/14-15).

REPORTED: (by the Pro-Vice-Chancellor (Science, Engineering and Medicine))

That part of the HEFCE evidence gathering exercise to inform policy and funding for knowledge exchange would be to provide impact case studies to the Russell Group, noting that all commercial and sensitive information would be redacted.

RESOLVED:

That the University's participation in the HEFCE evidence gathering exercise be approved.

103/14-15 HEFCE update on Quality Assessment Issues

CONSIDERED:

An update from HEFCE regarding quality assessment issues (SC.47/14-15).

REPORTED:

- (a) That at a time when the HEFCE had stated that it would reduce the level of bureaucracy overall for quality assurance, three new tiers of quality assurance had been introduced.
- (b) That it was anticipated that a review of the external examinations system would be undertaken by the HEFCE following on from the Finch Review in 2011, noting that it had been indicated that the HEFCE would look at comparative quality assurance systems overseas.

RESOLVED:

That the update from HEFCE be noted.

As at 11 December 2014