

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Senate Steering Committee held on 2 March 2015

Present: Professor S Croft (Provost (Chair)), Professor S Swain (Pro-Vice-Chancellor (Arts and Social Sciences)), Professor P Thomas (Pro-Vice-Chancellor (People and Public Engagement)), Ms C Turhan (President of the Students' Union), Professor L Young (Pro-Vice-Chancellor (Academic Planning and Resources)).

Apologies: 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 M Taylor (Dean, Warwick Business School), Professor Sir Nigel Thrift (Vice-Chancellor and President, Professor P Winstanley (Chair of the Board of the Faculty of Medicine).

In Attendance: Ms C Ahearne (Executive Officer to the Vice-Chancellor), Mr J Breckon (Director of Estates), Mr S Cole (Assistant Registrar, REF & Research Planning (Assistant Secretary)), Ms R Drinkwater (Group Finance Director), Dr M Glover (Academic Registrar), Ms J Horsburgh (Deputy Registrar), Ms G McGrattan (Director of Human Resources), Mr K Sloan (Registrar and Chief Operating Officer (Secretary)), Ms Roberta Woolridge-Smith (Deputy Academic Registrar (Senate Steering only)).

Note: *Items marked with an asterisk {*} are classified as restricted, noting that all restricted business is confidential to members and attendees of the Steering Committee.*

191/14-15 Minutes

RESOLVED:

That the open and restricted minutes of the meeting of the Steering Committee held on 16 February 2015 be approved, subject to the below amendments (additions underlined, deletions ~~struck through~~)

182(d)/14-15

[...]

REPORTED: (by the Senior Assistant Registrar (Outreach))

That the University had good access ~~relations~~ with many ~~some~~-schools in the Coventry and Warwickshire region LEP, noting that access ~~this~~-was not however universal and, further, that there was some duplication of outreach in schools owing to the range of interests ~~existed~~ across the University.

[...]

192/14-15 In Memoriam: Professor Alec Ford

REPORTED: (by the Provost)

(a) That the University had been saddened to hear of the death of Professor Alec Ford, who made a significant contribution during his time at Warwick, serving several terms as Pro-Vice-Chancellor.

- (b) That Professor Ford had been a founding member of Warwick's Department of Economics, where he had served for 25 years as Reader and then Professor, including a term as Department Chair.
- (c) That having trained as an economist Professor Ford had discovered economic history through the international Gold Standard, becoming one of the pioneers who had taken Warwick to the forefront of the practice of economics in the UK from its earliest days.
- (d) That in addition to his seminal research in international economic history, Professor Ford had been an author and skilled teacher.

RESOLVED:

That the condolences of the Steering Committee be extended to the family of Professor Ford.

193/14-15 Chair of the Faculty of Science

REPORTED: (by the Provost)

- (a) That following the interviews held on 2 February 2015, Professor Mike Shipman, Department of Chemistry, had been successfully appointed to the role of Chair of the Faculty of Science with effect from 1 August 2015.
- (b) That Professor Robin Ball, Department of Physics, would be acting Chair of the Faculty of Science for the period 1 April to 31 July 2015.

194/14-15 Chair of the Faculty of Arts Vacancy

REPORTED: (by the Provost)

- (a) That on 25 February 2015 the Chair of the Faculty of Arts vacancy had been advertised, noting that the appointee would be expected to serve for an initial period of up to three years, subject to annual renewal by the Faculty.
- (b) That nominations and expressions of interest, setting out suitability for the role, should be submitted to the Registrar and Chief Operating Officer by Friday 13 March 2015, it being noted that where nominations were received it would be clarified with individuals in advance of the selection process whether they were willing to stand.
- (c) That interviews were likely to be held in April 2015 noting that, in the first instance, the post was only open to members of staff of the University.

195/14-15 Warwick Commission Report

REPORTED: (by the Provost)

- (a) That on 17 February 2015, the final report on the Future of Cultural Value: "Enriching Britain – Culture Creativity and Growth" had been presented, the Commission having been launched in November 2013, noting that the full report was available to download at:
<http://www2.warwick.ac.uk/research/warwickcommission/futureculture/finalreport/>.

- (b) That the report was the result of a one-year investigation undertaken by a diverse group of cultural leaders, supported by academics from Warwick and led by former University Council member Ms Vikki Heywood, bringing together the findings of a series of public and private meetings with artists, creative and cultural professionals, economists, business leaders and other stakeholders - backed up by targeted research - to create a blueprint for the future of investment and engagement in our cultural lives.

196/14-15 IGGY Wins West Midlands Business Award

REPORTED: (by the Provost)

- (a) That on 20 February 2015, colleagues from IGGY had attended the Midland Business Awards Ceremony at which IGGY was selected as winner of the 'Innovative University of the Year' category, for outstanding performance from a university department promoting innovation.
- (b) That the Midland Business Awards celebrated the finest business talent the Midlands had to offer and sought to create a legacy which embraced talent, entrepreneurs and business development.

197/14-15 International Partnership Awards

REPORTED: (by the Provost)

- (a) That for the 2014/15 academic year the University had made 23 awards across the two funds; International and Brazil, awarding over £100k of funding to support collaborations over the next two years.
- (b) That the funds were administered by the International Office, with applications to the funds evaluated by an academic panel, appointed by Chairs of Faculty, and representing all four Faculties, noting that in the current year the application evaluation panel had been chaired by Pro-Vice-Chancellor Professor Tim Jones.

198/14-15 Launch of New 'Graduate Jobs and Work Experience Fair'

REPORTED: (by the Provost)

- (a) That the Graduate Jobs & Work Experience Fair held on Thursday, 26 February 2015 had been Warwick's first Careers Fair of its nature, focused on bringing in a large variety of employers from across large corporates, SMEs, government organisations, charities and voluntary organisations with work-related opportunities with deadlines no later than the current 2014/15 academic year.
- (b) That the fair, rather than simply concentrating on providing employment opportunities, also incorporated informative and interactive workshops and included employer participation.

199/14-15 New Anglican Chaplain

REPORTED: (by the Provost)

That the University welcomed Reverend Kate Pearson, who was to join Warwick as Anglican Chaplain from 2 March 2015, noting that a date for the licensing service to formally induct Reverend Pearson to this post would be announced in due course.

200/14-15 Response to the QAA Consultation on Revised Guidance for Higher Education Providers that Recruit International Students

CONSIDERED:

A paper presenting the University's draft response to the QAA consultation on Revised Guidance for Higher Education Providers that Recruit International Students (paper SC.97/14-15).

REPORTED: (by the Assistant Director (Student Experience))

- (a) That the revised version of the QAA 2011 guidance for UK Higher Education Institutions was not significantly different to the original publication, noting that it included very little guidance on good practice that was not already underway at the University.
- (b) That the good practice on 'Arrival, Orientation and Induction' made no reference to the external challenges facing HEIs, such as those imposed by the Home Office at short notice and without consultation.
- (c) That the University had been lobbying for more sensible proposals to come forward regarding visa distribution, such as having visas delivered to the University rather than students having to visit their local post office.
- (d) That it was the University's strong belief that curriculum content and related issues, such as the internationalisation of the curriculum, were academic judgements to be made by institutions and were not matters of concern for the QAA.

RESOLVED:

That the University's response to the QAA consultation on Revised Guidance for Higher Education Providers that Recruit International Students be approved as set out in paper SC.97/14-15.

201/14-15 Reconfigured Role of the Steering Committee

CONSIDERED:

A paper detailing the proposed changes to the remit and reporting structure of the Steering Committee (SC.94/14-15).

REPORTED: (by the Deputy Registrar)

- (a) That the paper sought to reassure Senate that the revised role and remit of the Steering Committee would provide greater transparency of business flows and enable a more agile and responsive decision-making body that could more effectively implement the University's strategy.
- (b) That moderate amendments would be made to the membership of the Steering Committee, including the introduction of the Registrar and Chief Operating Officer and Group Finance Director as full members to allow the financial and administrative constituencies of the University to be represented and enable holistic planning and effective accountability for strategic delivery.

- (c) That further amendments to the membership would reflect the current governance pertaining to Academic Resourcing Committee departments and portfolio covered by the Pro-Vice-Chancellors, making a requirement for separate representation on the Committee no longer necessary.
- (d) That in recognition of the reduction in academic membership, it was proposed to include a non-management academic member of the Senate as a member of the Steering Committee.
- (e) That the Steering Committee should meet not less than fortnightly, with the use as appropriate of metrics, dashboards, visualisations and presentations to enable business to be conducted as efficiently as possible, reducing the extensive use of lengthy written reports to present business.
- (f) That consultation with members of the Senate by the Deputy Registrar had been welcome.
- (g) That the intention was not to increase administrative burden and as such the Steering Committee would not always review the final draft of a paper, but would agree on points of principle and either return the paper for further amendment or comment on the paper as it passed through the governance process.

RESOLVED:

- (a) That the proposed expansion of the remit of the Steering Committee, together with the amendments to its terms of reference and membership be approved, subject to a slight adjustment of the wording in the proposal as discussed at the meeting (i.e. that the new member of the Committee be referred to as 'academic member of the Senate not otherwise represented in the membership of the Steering Committee' rather than 'non-management academic member of the Senate').
- (b) That the time line was noted and deemed sensible.

RECOMMENDED: (to the Senate)

- (a) That the proposed expansion of the remit of the Steering Committee be considered for approval, as set out in paper SC.94/14-15.
- (b) That the proposed amendments to the terms of reference and membership of the Steering Committee be considered for approval, as set out in Annex 3 and 4 of paper SC.94/14-15.

202/14-15

HEFCE Postgraduate Student Support Scheme and Warwick Taught Masters Scholarship Scheme

RECEIVED:

A paper outlining the main tenets of the HEFCE Postgraduate Student Support Scheme and the Warwick Taught Masters Scholarship Scheme (paper SC.95/14-15).

REPORTED: (by the Academic Registrar)

- (a) That the Postgraduate Support Scheme had been launched, noting that HEFCE would provide £50m to institutions in 2015-16 which, with matched funding, would enable 10,000 masters students to each receive a £10k contribution towards the cost of their studies.
- (b) That ARC had committed £625k to match the HEFCE allocation, which would part-fund 125 awards of £10k each.
- (c) That further numbers may become available in the summer, noting that the University would need to consider matching commitments before agreeing to accept additional numbers.
- (d) That eligibility criteria provided by the HEFCE were more restrictive compared to the criteria for 2014-15, with institutions being asked to supplement the criteria with their own, to reflect groups of students who were under-represented within their own institution.

203/14-15 HEFCE Policy Framework on Sustainable Development in Higher Education

RECEIVED:

A paper outlining the HEFCE Policy Framework on Sustainable Development in Higher Education (paper SC.96/14-15).

REPORTED: (by the Director of Estates)

- (a) That the HEFCE had hinted at a future linkage between University funding and its sustainability performance.
- (b) That the University should use the document to guide its sustainability strategy.
- (c) That the University's carbon footprint had reduced by 17%, noting that there was substantially more reduction to make against targets.
- (d) That as outlined in the report, further reduction to the carbon footprint would most likely require engagement with the student population and consideration of sustainability in the curriculum.
- (e) That the Pro-Vice-Chancellor (Academic Planning and Resources), the Director of Estates and the President of the Students' Union encouraged the University to consider how the sustainability agenda could be expanded beyond carbon reduction and how the University could be more joined up in its approach to sustainability.
- (f) That, for example, Cranfield University had developed a number of initiatives around carbon reduction, enabling it to quantify its carbon reduction across a much wider gambit of its activities and not just the performance of the Estate's buildings.

(by the Registrar and Chief Operating Officer)

- (g) That carbon reduction was a standing term of reference for the University Estates Committee, noting that the carbon reduction challenge should be sufficiently met in that forum notwithstanding the dissolution of the Environment and Amenities Committee.

204/14-15 Senate Business

RECEIVED:

The items of business for the meeting of the Senate to be held on 10 March 2015.

REPORTED: (by the Deputy Academic Registrar)

That California was now a standing item on the Senate agenda.

RESOLVED:

That the items of business for the meeting of the Senate to be held on 10 March 2015 be approved, as set out in the papers circulated for consideration by Senate Steering.

205/14-15 Sabbatical Officer Elections

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

- (a) That the election turnout had been lower than in 2013-14, noting that the diversity of the newly elected officers was limited in that they were all white, males.
- (b) That the Students' Union would be investigating the possible causes of the lower turnout, together with measures to increase the future diversity of Sabbatical Officer candidates.

RESOLVED:

- (a) That the President of the Students' Union would circulate the turnout numbers to the Committee compared with 2013-14 figures.
- (b) That the University supported the exploration of ways to increase both diversity and turnout and offered support to the Students' Union in this regard.

206/14-15 TEDx

REPORTED: (by the Registrar and Chief Operating Officer)

That the Registrar had attended a TEDx event organised exclusively by the student body in the Butterworth Hall on Saturday 28 February 2015, noting that he had been deeply impressed by the calibre of the speakers, and the organisation of the event.

RESOLVED:

That the Steering Committee send a message of congratulation to the organisers on putting on an excellent showcase of ideas from students and external speakers.