

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 16 March 2015

Present: Professor S Croft (Provost (Chair)), 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)), Professor M Taylor (Dean, Warwick Business School), Professor P Thomas (Pro-Vice-Chancellor (People and Public Engagement)), Ms C Turhan (President of the Students' Union), Professor P Winstanley (Chair of the Board of the Faculty of Medicine), Professor L Young (Pro-Vice-Chancellor (Academic Planning and Resources)).

Apologies: Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor Sir N Thrift (Vice-Chancellor and President).

In Attendance: Ms C Ahearne (Executive Officer to the Vice-Chancellor), Mr J Breckon (Director of Estates), Ms D Chambers (Acting Director of Student Admissions and Recruitment) (for item 219/14-15), Ms R Drinkwater (Group Finance Director), Ms K Gray (Senior Assistant Registrar, Teaching Quality) (for items 226/14-15 and 227/14-15), Ms J Horsburgh (Deputy Registrar), Ms K Hughes (Partnerships Director (External Affairs)) (for item 220/14-15), Ms G McGrattan (Director of Human Resources), Mr I Rowley (Director of Development, Communication & External Affairs), Ms J Shaw (Assistant Registrar, Strategy & Change (Assistant Secretary)), Mr K Sloan (Registrar and Chief Operating Officer (Secretary)).

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.*

212/14-15 Minutes

RESOLVED:

That the open and restricted minutes of the meeting of the Steering Committee held on 2 March 2015 be approved.

213/14-15 Reconfigured Role of the Steering Committee (minute 201/14-15 refers)

REPORTED: (by the Deputy Registrar)

- (a) That the reconfigured role of the Steering Committee had been approved by the Senate at its meeting on 10 March 2015.
- (b) That the revised membership of the Steering Committee would take effect formally from the beginning of the academic year 2015-16.

214/14-15 Warwick Awards for Teaching Excellence 2015

REPORTED: (by the Provost and Chair)

That nominations of Warwick staff and postgraduate students who teach were being invited, for the Warwick Awards for Teaching Excellence (WATE) which recognised, rewarded and celebrated excellence in teaching.

215/14-15 Warwick Summit on Protest

REPORTED: (by the Provost and Chair)

- (a) That the Warwick Summit on Protest had taken place in the Warwick Arts Centre Cinema on Thursday 12 March 2015, with speakers including Chief Superintendent Claire Bell, Police Commander from West Midlands Police; Professor Sir Nigel Thrift, University of Warwick Vice-Chancellor and President; Ken Sloan, Registrar and Chief Operating Officer; Cat Turhan, President of the Students' Union; student representatives of Warwick for Free Education; Jo Horsburgh, Deputy Registrar; Mark Kennell, Head of Security Services.
- (b) That speakers had been invited on the basis of the most popular responses to the survey on protest, which had been sent out to all staff and students in February 2015, noting that a short report of the results of the survey together with all survey responses had been made available in the week before the summit.
- (c) That with spaces being limited, the event had been simultaneously video recorded so that all who were not able to attend could watch on-line.
- (d) That a report on the outcome of the summit was awaited from the Centre for Human Rights in Practice, who had facilitated the proceedings.

216/14-15 Times Higher Education 2015 World Reputation Rankings

REPORTED: (by the Provost and Chair)

That Warwick had been ranked as one of the top 100 universities in the world in the Times Higher Education World Reputation Rankings for 2015, published on 12 March 2015.

217/14-15 Counter-Terrorism and Security Bill (minute 148/14-15 refers)

REPORTED: (by the Provost and Chair)

- (a) That having progressed through the parliamentary stages, the Counter Terrorism and Security Bill had received Royal Assent on 12 February 2015 and was now an Act of Parliament (law): the 'Counter-Terrorism and Security Act 2015'.
- (b) That colleagues in the Deputy Registrar's Office were reviewing the provisions of the new Act and the guidance, with a view to establishing appropriate next steps for the University.

(by the Deputy Registrar)

- (c) That the revised guidance had been received at the end of the previous week, noting that it was still to be put before Parliament.

(by the Registrar and Chief Operating Officer)

- (d) That the Deputy Prime Minister had objected to some of the provisions of the new Act on universities.

218/14-15 Warwick Business School Distance Learning MBA

REPORTED: (by the Provost and Chair)

That it had recently been announced that Warwick Business School had retained its place as first in the UK and second in the world in the Financial Times global ranking of Distance Learning MBAs.

219/14-15 *Admissions, Recruitment and International – Spring Term Update

CONSIDERED:

An update on current admissions and recruitment activity (SC.102/14-15 {restricted}).

RESOLVED:

- (a) That the Director of Student Admissions and Recruitment and her team be congratulated on their recent performance, noting that very positive feedback had been received from academic departments on admissions and recruitment activity.
- (b) That the update on Admissions and Student Recruitment be noted.

220/14-15 *Update on the Wellesbourne Campus

CONSIDERED:

A paper providing a brief history and background to the acquisition and development of the University's Wellesbourne campus; an overview of the current facilities and activities on site and the issues relating to future developments over the next 5 years and beyond (SC.103/14-15 {restricted}), together with a photographic presentation of current facilities on site.

RESOLVED:

- (a) That further consideration be given to any potential options for the temporary relocation of staff from Gibbet Hill during redevelopment work, should building work necessitate consideration of relocating staff.
- (b) That the update on the Wellesbourne Campus be noted, with comments made during discussion to be communicated to the Finance and General Purposes Committee for consideration.

221/14-15 Report from the Capital Space and Amenities Group

CONSIDERED:

A paper providing an update on non-residential space matters considered by the CSAG at its meeting on 28 January 2015 (SC.104/14-15).

REPORTED: (by the Chair of CSAG and Pro-Vice Chancellor (Academic Planning and Resources))

- (a) That the Capital Planning and Accommodation Review Group had been operating under the new name and terms of reference of the Capital Space and Amenities Group since its January 2015 meeting.

- (b) That there was potential for some innovative work to be undertaken in testing space norms against projects currently being undertaken.
- (c) That consideration was being given to decoupling the Social Sciences Moves project from WBS Phase 3b.
- (d) That overall usage of University teaching rooms had increased from 30% to 32%.
- (e) That 12% of room bookings for Centrally Timetabled Rooms had been found to be unused, a situation which was unacceptable given the pressures on space at the University.

(by the Registrar and Chief Operating Officer)

- (f) That reports from CSAG would henceforth be considered by the Steering Committee prior to consideration by the University Estate Committee.

(by the Group Finance Director)

- (g) That section 4 of the report should refer to the bid for UKRPIF funding rather than the Jaguar Land Rover Innovate funding, noting that the WMG Engineering Workshop should be fully funded should the bid be successful.

RESOLVED:

- (a) That section 4 of the report be amended to reflect the funding situation for the WMG Engineering Workshop.
- (b) That the report from the Capital Space and Amenities Group be noted, with comments made during discussion to be communicated to the University Estate Committee for consideration.

222/14-15 Capital Projects Update

CONSIDERED:

A paper providing an update on the progress of major capital projects and the status of all Project Progressing Group governed projects since the previous meeting of the University Estate Committee (UEC) held on 29 January 2015 (SC.105/14-15).

REPORTED: (by the Director of Estates)

- (a) That the ground breaking ceremony for the National Automotive Innovation Centre would take place on 17 March 2015, noting that the contractual process was nearing completion.
- (b) That work on the Teaching and Learning Building was scheduled to begin in April 2015.
- (c) That the Plaza and works on Gibbet Hill Road should reach completion in June/July 2015, noting that these would be a great improvement on the previous infrastructure.
- (d) That the extension to Warwick Business School (WBS Phase 3b) would be the highest priority for the summer period, noting the impact of the extension on the vacation of WBS offices in the Social Sciences building and subsequent departmental moves.

- (e) That work would start shortly on a c. 600 space multi storey car park accessed from the Lynchgate Link, and on the Mechanochemical Cell Biology Building (MCCB) extension to Warwick Medical School.
- (f) That the Estates Office continued to work closely with the 'Keeping Campus Moving' team.

(by the Group Finance Director)

- (g) That the new multi storey car park would be open for use by University staff, although students would need to park in other car parks due to restrictions imposed by the VAT status of the car park.

RESOLVED:

That the Capital Projects Update be noted.

223/14-15 *Conference Centres

CONSIDERED:

A paper outlining the growth strategy for the Training and Conference Centres, together with the capital investment required to achieve this (SC.106/14-15 {restricted}).

RESOLVED:

That the Conferences Centres report be noted, with comments made during discussion to be communicated to the Finance and General Purposes Committee for consideration.

224/14-15 *Summary of Financial Performance Q2 2014-15

CONSIDERED:

A summary of the University's financial performance in the second quarter of the 2014-15 financial year (SC.107-14/15 {restricted}).

RESOLVED:

That the report on the University's Financial Performance in Q2, 2014-15 be noted.

225/14-15 *Report from the Financial Plan Sub-Committee

CONSIDERED:

A report from the FPSC following its meeting on 24 February 2015, confirming the parameters for the 2015 financial planning process (SC.108/14-15 {restricted}).

RESOLVED:

That the report from the Financial Plan Sub-Committee be noted.

226/14-15 QAA Consultation on Qualifications Characteristics Statements

CONSIDERED:

The draft response to the QAA Consultation on Qualifications Characteristics Statements (SC.109/14-15).

REPORTED: (by the Senior Assistant Registrar (Teaching Quality))

- (a) That the Degree Characteristics Statements for Masters, Doctoral and Foundation degrees were updated versions of previous statements, noting that although comments had been provided on these, colleagues were broadly happy with their content.
- (b) That feedback on the Degree Characteristics Statement for Qualifications Awarded by Two or More Degree-Awarding Bodies highlighted that this did not directly provide meaningful information for students, with a suggestion being made to describe the type of award as a 'joint award with double certification.'

RESOLVED:

That the draft response to the QAA Consultation on Qualifications Characteristics Statements be approved as set out in paper SC.109/14-15.

227/14-15 QAA Consultation on Various Subject Benchmark Statements

CONSIDERED:

The draft response to the QAA Consultation on Various Subject Benchmark Statements (SC.110/14-15).

REPORTED: (by the Senior Assistant Registrar (Teaching Quality))

That comments on the Various Subject Benchmark Statements had been provided by academic departments, noting that these were mainly amplifications of the content.

RESOLVED:

That the draft response to the QAA Consultation on Various Subject Benchmark Statements be approved as set out in paper SC.110/14-15.

As at 26 March 2015