

THE UNIVERSITY OF WARWICK

Open Minutes of the Meeting of the Steering Committee held on 12 September 2016

- Present: Professor Stuart Croft (Vice-Chancellor and President (Chair)), Professor A Clarke (Chair of the Faculty of Medicine), Ms R Drinkwater (Group Finance Director), Professor C Ennew (Provost), Professor S Gilson (Chair of the Faculty of Arts), Professor Christopher Hughes (Chair of the Faculty of Social Sciences), Professor D Leadley (Academic Member of the Senate), Professor J Palmowski (Academic Vice-President) (till item 11/16-17), Mr L Pilot (President of the Students' Union), Ms R Sandby-Thomas (Registrar), Professor M Shipman (Chair of the Faculty of Science), Professor P Thomas (Pro-Vice-Chancellor (Research)), Professor L Young (Academic Vice-President).
- Apologies: Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor Christina Hughes (Pro-Vice-Chancellor (Teaching and Learning)), Professor S Swain (Pro-Vice-Chancellor (External Affairs)).
- In Attendance: Ms S Black (Assistant Registrar (Governance) (Assistant Secretary)), Mr J Breckon (Director of Estates), Ms T Donnelly (Organisational Development Director) (for item 11/16-17), Dr M Glover (Academic Registrar), Ms P Glover (Secretary to Council), Ms K Gray (Senior Assistant Registrar (Teaching Quality)) (for item 14/16-17), Ms J Horsburgh (Strategy Director (Secretary)), Ms G McGrattan (Director of Human Resources), Mr J Phillips (Director of Health and Safety) (for items 12 and 13/16-17), Mr I Rowley (Director of Development, Communications and External Affairs), Ms D Weber (Disability Coordinator, Wellbeing Support Services) (for item 15/16-17).

1/16-17 Membership of the Steering Committee

REPORTED: (by the Chair)

That he wished to welcome Professor Christine Ennew, Professor David Leadley, Mr Luke Pilot and Ms Rachel Sandby-Thomas to their first meeting of the Steering Committee.

2/16-17 Minutes

RESOLVED:

That the open minutes of the meeting held on 25 July 2016 be approved.

3/16-17 Conflicts of Interest

REPORTED: (by the Chair)

That, should any members or attendees of the Steering Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014).

NOTE: No declarations were made.

4/16-17 Warwick International Foundation Programme (minute 359/15-16 refers)

REPORTED: (by the Chair)

That an update on 2016/17 intake figures for the Warwick International Foundation Programme would be brought to the next meeting of the Committee.

5/16-17 Steering Committee: Consideration of Business

REPORTED: (by the Chair)

- (a) That it would be necessary to evolve the modus operandi of the Committee to allow sufficient time for the consideration of strategic items, for example by receiving and approving more procedural items without further discussion.
- (b) That it was envisaged that the different areas of the Strategy would be brought together for discussion by the Steering Committee, as facilitated by the Strategy Director acting as Secretary to the Committee.

RESOLVED:

That members of the Steering Committee be invited to communicate with the Chair and Secretary regarding the nature of items of business which could potentially henceforth be received and approved without further discussion.

6/16-17 Prime Ministerial Visit to Warwick

REPORTED: (by the Chair)

That the Prime Minister, the Rt Hon Theresa May MP, and the Chancellor of the Exchequer, the Rt Hon Philip Hammond MP, had visited the University on 1 September 2016, noting that during their visit they had learnt about plans and activities for research and innovation at the University and WMG in particular.

7/16-17 Professor Christina Hughes

REPORTED: (by the Chair)

That Professor Christina Hughes, Pro-Vice-Chancellor for Teaching and Learning, had been announced as the new Pro-Vice-Chancellor for Student Experience at Sheffield Hallam University, noting that Christina would take up her new role on 1 November 2016.

RESOLVED:

That the sincere thanks and congratulations of the Committee be extended to Professor Christina Hughes.

8/16-17 Safeguards to Horizon 2020 Funding

REPORTED: (by the Chair)

- (a) That the Government had recently announced a series of safeguarding measures for EU funded projects, designed to bring certainty to universities over future funding and enable researchers to continue to bid for competitive EU funds whilst the UK remained a member of the EU.

- (b) That parameters for BREXIT remained unknown at the current time, noting also that while applications to study were being received for the 2017/18 academic year, the fee and loan regimes had not yet been confirmed.

9/16-17

Warwick Manufacturing Group Award for Simulated Virtual Experience to Aid Learning

REPORTED: (by the Chair)

That a team of academics from Warwick Manufacturing Group (WMG) had received a highly commended award at the Annual EurOMA Conference 2016, in recognition of their work in applying technology to learning in the delivery of WMG's Service Management and Design Masters programme.

10/16-17

Times Higher Education Awards 2016 Shortlist

REPORTED: (by the Chair)

- (a) That Professor Paul Jennings from WMG had been shortlisted in the 'Outstanding Research Supervisor of the Year' category in the Times Higher Education (THE) Awards 2016.
- (b) That the Warwick International Programme in the Leadership and Management of HE had been shortlisted in the "Outstanding Contribution to Leadership Development" category.
- (c) That THE Award winners would be announced in November 2016.

11/16-17

*Post-Pulse Staff Engagement Update

CONSIDERED:

An update on post-Pulse staff engagement activity at departmental and institutional level to date, including future actions (SC.1/16-17 {restricted}).

RESOLVED:

- (a) That the progress to date on post-Pulse staff engagement activity at departmental and institutional level and proposed future actions be noted.
- (b) That the level of commitment demonstrated across Warwick to measure and improve employee engagement be noted.
- (c) That further consideration be given to the proposed future review of the membership and format of the Assembly.
- (d) That the Respect Agenda be supported and that consideration of the practical engagement of Warwick's senior leaders with the Respect Agenda and the development of key behavioural standards be revisited at a future meeting of the Steering Committee.

12/16-17

*Leadership and Management of Health and Safety

CONSIDERED:

A proposed University guidance document on Leadership and Management of Health and Safety (SC.2/16-17).

RESOLVED:

- (a) That further consideration be given to section three of the guidance document by the Faculty Chairs' Group and the Director of Health and Safety.
- (b) That the Director of Health and Safety and the Director of Estates discuss the issues raised in relation to the guidance document.
- (c) That a revised version of the guidance document be brought back to a future meeting of the Steering Committee.

13/16-17 *Health and Safety Executive Enforcement Action (minute 346/15-16 refers)

RECEIVED:

An update on the Health and Safety Executive's recent enforcement action (SC.3/16-17 {restricted}).

RESOLVED:

That the report on the Health and Safety Executive's recent enforcement action, as set out in paper SC.3/16-17 {restricted}, be noted.

14/16-17 *National Student Survey and Postgraduate Taught Experience Survey Results 2016

CONSIDERED:

A presentation and paper on the 2016 results of the National Student Survey (NSS) and Postgraduate Taught Experience Survey (PTES) (SC.4/16-17{restricted}).

RESOLVED:

- (a) That the presentation and paper on the 2016 results of the NSS and PTES, as set out in paper SC.4/16-17{restricted}, be noted.
- (b) That the Steering Committee could usefully further consider the proposed and other potential next steps relating to the NSS and PTES results on a strategic level, at a future meeting.

15/16-17 Policy on Discounted Ensuite On-Campus Accommodation for Students with Disabilities

CONSIDERED:

A paper outlining a procedure and policy relating to on-campus accommodation for students with disabilities (SC.5/16-17 {restricted}).

REPORTED: (by the Strategy Director)

- (a) That the paper and proposed policy related to the provision of discounted, ensuite on-campus accommodation for students with disabilities, to address the University's obligation to enable reasonable adjustments.

(by the Disability Coordinator, Wellbeing Support Services)

- (b) That the policy was being proposed in response to the recent government changes to the Disabled Student Allowances (DSA), resulting in the removal of funding for ensuite accommodation for students with disabilities.
- (c) That in accordance with the Equality Act 2010, the University was required to make reasonable adjustments, with the provision of ensuite accommodation considered to be such an adjustment.
- (d) That the policy would apply to all students at the University who required access to on-campus ensuite accommodation on disability grounds, rectifying a historical inequality for EU and international students.
- (e) That as disabled students requiring adjustments were accommodated on-campus, the provision of off-campus accommodation was outside the scope of the proposed policy.
- (f) That it was estimated that 300-350 students would be supported.

(by the President of the Students' Union)

- (g) That he wished to commend the proposal, which promoted a very positive message.

(by the Pro-Vice-Chancellor (Research) and Chair of the Equality and Diversity Committee)

- (h) That the cost of the proposal, based on the previous year's figure, was c. £340k.

(by the Group Finance Director)

- (i) That this had been costed in at Quarter 1, in the Financial Plan.

RESOLVED:

That the Policy and Procedure on Discounted Ensuite On-campus Accommodation for Students with Disabilities be approved for implementation in the academic year 2016/17, as set out in paper SC.5/16/17 {restricted}.

16/16-17

Membership of the Steering Committee

CONSIDERED:

A paper setting out the proposed membership of the Steering Committee for the 2016/17 academic year (SC.10/16-17).

RESOLVED:

That the membership of the Steering Committee for the 2016/17 academic year be approved as set out in paper SC.10/16-17.

RECOMMENDED: (to the Senate)

That the membership of the Steering Committee for the 2016/17 academic year be considered and approved as set out in paper SC.10/16-17.

17/16-17 *HEFCE Post-EU Referendum Survey

RECEIVED:

The University's response to the HEFCE Post-EU Referendum Survey (SC.6/16-17 {restricted}).

As at 22 September 2016