

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 21 June 2010

Present: Deputy Vice-Chancellor,
Professor L Bridges,
Professor S Bruzzi,
Professor R Higgott,
Professor C Hughes,
Professor K Lamberts,
Professor M Taylor,
Professor P Winstanley
Mr A Bradley.

Apologies: Vice-Chancellor, Professor A Caesar, Director of Estates, Director of Development,
Communications and Strategy.

In Attendance: Registrar, Deputy Registrar, Academic Registrar, Professor S Palmer, Finance
Director, Head of Governance Support Services, Executive Officer (VC's Office),
Administrative Officer (Governance), Director of Student Careers and Skills (for items
612/09-10 and 613/09-10).

606/09-10 Minutes

RESOLVED:

That the minutes of the meeting held on 14 June 2010 be approved.

607/09-10 Government Funding Cuts

REPORTED: (by the Deputy Vice-Chancellor)

- (a) That it was announced that several Treasury Office projects were to be put on hold or cancelled to secure budgetary savings, including the cancellation of the Local Authorities' Leaders Board which would save £16M overall.
- (b) That the University was engaged with the Department of Business, Innovation and Skills' Newton Scholarships and University Enterprise Capital Fund, both of which had been suspended.

608/09-10 USS Pensions Review

REPORTED: (by the Deputy Vice-Chancellor)

That the Employers Pensions Forum had taken a full-page advertisement in the recent issues of the Times Higher Education on its recommendations for the future of USS pensions.

609/09-10 Times Higher Education Leadership and Management Awards (minute 566/09-10 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That the University's Research Support Services had not won the Outstanding Research Management Team category of the Times Higher Education Leadership and Management Awards.

610/09-10 HEFCE Review of Teaching Funding: Draft University Response (minute 598/09-10 refers)

CONSIDERED:

The University's draft response to the HEFCE consultation on its review of the teaching funding methodology, together with the Russell Group draft response (SC.413/09-10).

REPORTED: (by the Academic Registrar)

- (a) That the Working Group considering the University's response to the consultation had agreed that the consultation document and the associated questions did not lend themselves to a detailed and incisive commentary and therefore, the University had drafted a letter which allowed for a more direct and robust response.
- (b) That the structure and the wording of the consultation questions did raise concerns regarding the credibility of the consultation exercise itself.

(By the Chair of the Board of the Faculty of Social Sciences)

- (c) That she had concerns around the inclusion and potential interpretation of the statement that Warwick could reduce its baseline student population by 1,000 students with no effect on HEFCE income.

(By the Deputy Vice-Chancellor)

- (d) That the length of the draft Russell Group response might diminish its intended impact, it being noted that the Russell Group were reviewing their response in light of members' comments prior to submission.

RESOLVED:

- (a) That the University draft response be approved for submission as set out in SC.413/09-10, subject to the revisions discussed at the meeting.
- (b) That members forward any comments on the draft Russell Group response to the Registrar or Academic Registrar for transmission to the Russell Group officers.

611/09-10 HEFCE 11/2010: Student Number Control for 2010/11

RECEIVED:

A letter from HEFCE outlining the implications of recruitment in 2010/11 and beyond for institutions which exceeded their permitted limits on full-time undergraduate and PGCE entrants in 2009/10 (SC.407/09-10).

REPORTED: (by the Academic Registrar)

- (a) That, whilst the arrangements did not apply to Warwick as it had recruited within its contract range, it was useful to understand the level of granularity to which HEFCE was working.

(By the Deputy Vice-Chancellor)

- (b) That the University would carefully monitor its recruitment for 2010/11 entry.

612/09-10

HEFCE 12/2010: Employability Statements

CONSIDERED:

A response from the Director of Student Careers and Skills to the HEFCE request that institutions publish an employability statement indicating the proposed approach to produce the Warwick statement and also setting out broader considerations for the University in this regard (SC.406/09-10).

REPORTED: (by the Director of Student Careers and Skills)

- (a) That the University was required to produce a 3,000 character statement to include information on the following areas:
 - (i) Career planning and employment
 - (ii) Work experience and placements
 - (iii) Accreditation or endorsement by professional bodies and others
 - (iv) Development of employability within courses

(By the Registrar)

- (b) That it was of some concern that HEFCE were apparently using the National Student Forum as a driver in this initiative as this body was widely considered to be not representative of the student body.

(By the Deputy Registrar)

- (c) That the NUS and Students' Unions might use the new ministerial appointments as an opportunity to campaign for a more representative membership for the National Student Forum.
- (d) That the HEFCE guidance did not acknowledge the responsibility of the individual student in employability activities and that Warwick should reflect in its statement that it actively recruited students who were motivated in this regard.

RESOLVED:

- (a) That the Director of Student Careers and Skills, in liaison with the Director of Development, Communications and Strategy, draft the University's employability statement with a view to the statement being considered by the Committee in advance of publication on the University and UniStats websites by the deadline of 31 August 2010.
- (b) That the Committee support the review of the University's employability strategy over the coming academic year.

613/09-10

Centre for Student Careers and Skills Update

RECEIVED:

An update from the Director of Student Careers and Skills on activities and developments within the Centre, including the Kings-Warwick project, the Careers and Skills 2010 student survey and external relations (SC.412/09-10).

REPORTED: (by the Director of Student Careers and Skills)

- (a) That the Centre had experienced a period of significant change and would implement new or redesigned service models to:

- (i) Increase reach to students;
- (ii) Meet demonstrable present and future needs;
- (iii) Filter and channel student demand using triage;
- (iv) Work closely with departments;
- (v) Work proactively with employers;
- (vi) Encourage early student engagement;
- (vii) Increase self-access and online resources;
- (viii) Go beyond first destination data to life choices and career employability.

(By the Chair of the Board of Graduate Studies)

- (b) That there was a need for staff training to allow PhD supervisors to appropriately conduct training needs analysis for their students.

(By the Deputy Vice-Chancellor)

- (c) That it was encouraging that Warwick was well-regarded in terms of student employability across a number of national and international fora.

(By the Dean of Warwick Medical School)

- (d) That consideration should be given to implementing mandatory foreign language study as part of the Warwick curricula as employers were increasingly requiring this knowledge in graduates.

614/09-10

Faculty of Social Sciences Update

CONSIDERED:

A paper from the Chair of the Board of the Faculty of Social Sciences updating the Committee on Faculty initiatives and events and highlighted some of the awards received by colleagues within the Faculty (SC.415/09-10).

REPORTED: (by the Chair of Board of the Faculty of Social Sciences)

- (a) That a formal proposal for the Warwick Institute of Public Policy would be considered by the Academic Resourcing Committee at its meeting to be held on 1 July 2010.
- (b) That Dr Guglielmo Meardi listed as one of the highlighted award recipients within the paper had now left the University.

RESOLVED:

That Chairs of the Boards of the Faculty be required to formally report at least twice a year to the Steering Committee at a time which they deem appropriate to ensure timely and effective consideration of Faculty matters.

615/09-10

Quarter Three Financial Report: Academic Resourcing Committee (ARC)

RECEIVED:

A report on the financial performance of ARC departments in quarter three 2009/10 (SC.409/09-10).

REPORTED: (by the Academic Registrar)

- (a) That the forecast gross surplus for ARC departments was above the adjusted budget and much improved on the comparable point in the previous year, in part due to the delivery of required departmental savings targets.

- (b) That there had been an increase in research income across ARC departments against the forecast in the Financial Plan but that the forecast gross margin was in decline overall despite an increase in research activity.

616/09-10

Quarter Three Financial Report: Warwick Business School (WBS)

RECEIVED:

A report on the financial performance of Warwick Business School in quarter three 2009/10 (SC.410/09-10).

REPORTED: (by the Dean of Warwick Business School)

- (a) That the School expected to reach the highest ever gross surplus to income ratio of 32.8 per cent, despite a shortfall in the forecast gross surplus due in part to declining Executive Education activity and not achieving all student intake targets.
- (b) That the School had submitted an ambitious Five Year Plan to the University including proposals for new Masters courses, rationalisation of teaching administration and development of alumni relations and philanthropic income.
- (c) That the research portfolio within the School would be reviewed to ensure that the income being generated was related to high quality research activities, adding value to the School and the University.

(By the Chair of the Board of Graduate Studies)

- (d) That the necessary paperwork for the proposed new Masters courses within the School should be submitted to the Board of Graduate Studies for consideration at the earliest opportunity.

(By the Deputy Vice-Chancellor)

- (e) That the increased engagement between the School and the University since the Dean took up post had been welcome.

617/09-10

Quarter Three Financial Report: Warwick Medical School (WMS)

RECEIVED:

A report on the financial performance of Warwick Medical School in quarter three 2009/10 (SC.411/09-10).

REPORTED: (by the Dean of Warwick Medical School)

- (a) That the forecast gross surplus was expected to be above target and that research expenditure was lower than expected due to a delay in the arrival of a significant piece of equipment.
- (b) That the debt owed to the School by the Heart of England NHS Trust detailed in the report had now been paid.

618/09-10

University Representative Trustee on the Shakespeare Birthplace Trust

RESOLVED:

That the re-appointment of Professor Carol Rutter as the University's representative trustee on the governing body of the Shakespeare Birthplace Trust for a further period of three years be approved, noting that Professor Rutter had confirmed her willingness to continue to serve.

619/09-10 Speech by the Director of CBI: 'Future of Universities'

RECEIVED:

A speech given by Richard Lambert at the University of Sheffield Management Lecture held on 8 June 2010 presenting his views on the future of universities in terms of what was needed to best serve students and society (SC.408/09-10).

620/09-10 UUK Leaflet: Engaging with Local Communities

RECEIVED:

A leaflet from Universities UK detailing the ways in which universities impacted on their local areas economically, culturally and socially, together with a letter from the Chief Executive of UUK (SC.416/09-10).

JFB/jf/steersshare/minutes2009-10/Jun10/21Jun10