

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 22 October 2012

Present: Vice-Chancellor,  
Deputy Vice-Chancellor,  
Professor A Caesar,  
Professor S Croft,  
Professor Christina Hughes,  
Professor Christopher Hughes,  
Professor T Jones,  
Professor J Labbe,  
Professor S Swain,  
Professor M Taylor,  
Professor P Thomas,  
Professor P Winstanley,  
Mr N Swain.

In Attendance: Registrar, Deputy Registrar, Academic Registrar, Director of Human Resources,  
Head of Governance Support Services, Executive Officer (VC's Office),  
Administrative Officer (Governance), Director of Student Admissions and Recruitment  
(for item 53/12-13).

47/12-13 Minutes

RESOLVED:

That the minutes of the meeting held on 15 October 2012 be approved, subject to the following amendments (addition underlined):

Present: (...) Mr N Swain. (...)

48/12-13 The Milburn Report

REPORTED: (by the Vice-Chancellor)

That a report by Alan Milburn, appointed by the Deputy Prime Minister as the Coalition Government's Independent Reviewer on Social Mobility, regarding social mobility in Higher Education had recently been published and contained a number of recommendations for Higher Education Institutions to consider.

RESOLVED:

That the report by Alan Milburn titled 'University Challenge: How Higher Education Can Advance Social Mobility' would be considered at a future meeting of the Steering Committee.

49/12-13 Launch of IGGY.net

REPORTED: (by the Vice-Chancellor)

- (a) That IGGY.net was a new social network developed by the University and designed to help gifted young people aged 13-18 realise their full potential.
- (b) That a launch event for the new online platform had taken place during the previous week.

- 50/12-13      Pro-Vice-Chancellor Portfolios
- REPORTED: (by the Vice-Chancellor)
- That the Pro-Vice-Chancellors' portfolios for the 2012-13 academic year had been confirmed and were published on insite.
- 51/12-13      Appointment of Pro-Vice-Chancellors
- REPORTED: (by the Vice-Chancellor)
- That Professor Jan Palmowski had been appointed to the role of Pro-Vice-Chancellor and that it was expected that he would take up his duties in the spring term of the 2012-13 academic year.
- 52/12-13      Student Satisfaction Communications Campaign
- REPORTED: (by the Vice-Chancellor)
- (a) That a letter was being authored, jointly signed by the Vice-Chancellor and the President of the Students' Union, to launch the new student-led 'Fabulous Feedback' campaign.
- (b) That the University and Students' Union were producing a communications plan for the launch and promotion of the new learning spaces that were due to be opening in the coming months and that the use of social media as a communication channel was a key component within this plan.
- 53/12-13      The Deputy Registrar
- REPORTED: (by the Vice-Chancellor)
- (a) That the Deputy Registrar, Nicola Owen, would be leaving the University at the end of the calendar year to take up the position of Chief Administrative Officer at Lancaster University.
- (b) That Jo Horsburgh, the current Director of HR would take up the role of Deputy Registrar from early 2013.
- RESOLVED:
- That the Steering Committee's congratulations be communicated to Ms Owen and Ms Horsburgh on their new appointments.
- 54/12-13      Admissions and Recruitment Update
- CONSIDERED:
- A paper from the Director of Student Admissions and Recruitment updating the Steering Committee on the recruitment position of the University at the start of the 2012/13 academic year (SC.27/12-13).
- REPORTED: (by the Director of Student Admissions and Recruitment)
- (a) That the latest data indicated that the University had seen a reduction in Home/EU Undergraduate intake of approximately 180 student against target, although forthcoming enrolment data would be able to clarify the exact number.

- (b) That whilst a reduction against target, this compared favourably with a 12% reduction in UK and EU domiciled place acceptances nationally, and a reduction of approximately 14% specifically within English institutions.
- (c) That there was a large degree of variation in undergraduate conversion rates between different academic departments.
- (d) That the University did not exceed its Student Number Control (SNC) and that it was believed that other institutions in the Russell Group were in a similar position.
- (e) That the University had previously approved an increase in the number of Campus Open Days from two to three for 2012/13.
- (f) That whilst the University had performed well against its proportional targets for Widening Participation activity, in absolute terms the results had been lower than desired.

(by the Pro-Vice-Chancellor for Education (Innovation, Employability and Widening Participation))

- (g) That the University was in the process of refreshing its Widening Participation strategy and consultation with relevant stakeholders was due to take place over the coming weeks.

(by the Vice-Chancellor)

- (h) That a letter had recently been received from HEFCE outlining the future methodologies for SNC calculations and that this letter would be considered more fully in due course.

RESOLVED:

That the University Campus Open Days for 2013 would be held on Friday 21 June 2013, Saturday 22 June 2013 and Saturday 21 September 2013.

55/12-13

Plans for the National Student Survey 2013

CONSIDERED:

A letter from HEFCE outlining the arrangements for the National Student Survey 2013 (SC.32/12-13).

REPORTED: (by the Deputy Registrar)

- (a) That the National Student Survey (NSS) 2013 was largely expected to run in the same format as in previous years.
- (b) That the University had a choice of start dates for its enactment of the survey and that work would be undertaken to assess the most suitable period.
- (c) That, for online respondents, the survey would be followed by a series of optional questions regarding students' post-study intentions.
- (d) That the letter contained reference to a NSS style survey for postgraduate taught students, however the language used seemed less definite than previous communications on the concept.
- (e) That, as in previous years, the University had an opportunity to include two questions specific to the institution and that work would be undertaken in the coming weeks to

determine these.

(by the Pro-Vice-Chancellor for Education (Quality and Standards))

- (f) That the University, in conjunction with two other institutions with a large population of overseas PGT students, had written to HEFCE to voice concerns regarding the potential format and implementation of an NSS style survey for PGT students.

(By the Dean of Warwick Business School)

- (g) That as it was not possible to determine whether a student had completed the survey, it was difficult for the University or departments to provide any kind of incentive to complete the survey other than the scheme managed by the operators of the exercise.

56/12-13

West Midlands Academic Health Science Network

CONSIDERED:

The submitted bid for a West Midlands Academic Health Science Network, co-authored by the University (SC.34/12-13).

REPORTED: (by the Dean of Warwick Medical School)

- (a) That the proposal, reviewed by the Steering Committee in mid-July, had now been formally submitted to the Department of Health.
- (b) That the bid included approximately sixty organisations including the Universities of Warwick, Birmingham and Keele.
- (c) That, if successful, circa a £50m budget would be available for high-impact change within healthcare in the West Midlands.
- (d) That whilst Warwick Medical School had primarily been involved in the bid, for the collaboration to work effectively the expertise of Warwick Business School and Warwick Manufacturing Group was important.
- (e) That a decision on whether the bid was successful should be known within the first quarter of 2013.
- (f) That the partnership would then be formally constituted with an independent Board and Chief Executive Officer and that the University would be seeking representation within this group.

KS/SS/Steering/Minutes/2012-13/22-10-2012