

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 23 June 2014

- Present: Provost (Chair),
Professor Christopher Hughes,
Professor J Palmowski,
Mr B Sundell,
Professor S Swain,
Professor M Taylor,
Professor P Thomas,
Professor P Winstanley,
Professor L Young.
- Apologies: Vice-Chancellor and President, Professor A Caesar, Professor A Coats,
Professor Christina Hughes, Professor T Jones.
- In Attendance: Registrar and Chief Operating Officer, Deputy Registrar, Academic Registrar,
Group Finance Director, Director of Estates, Director of Human Resources,
Deputy Academic Registrar, Head of Institutional Governance Services (for
item 251/13-14), Senior Assistant Registrar (Graduate School) (for item
250/13-14), Assistant Registrar (Governance).

246/13-14 Minutes

RESOLVED:

That the minutes of the meeting held on 2 June 2014 be approved.

247/13-14 Queen's Birthday Honours 2014

REPORTED: (by the Provost)

- (a) That Professor Nick Crafts, Professor of Economic History and Director of the ESRC Research Centre on Competitive Advantage in the Global Economy (CAGE), had been awarded a CBE for services to Economics.
- (b) That Professor Charles Sheppard, School of Life Sciences, and Chairman of the Chagos Conservation Trust, had received an OBE for services to environmental conservations in the British Indian Ocean Territory.
- (c) That Christine Fyfe, formerly Deputy Librarian at Warwick, had been awarded an MBE, for services to Higher Education.

248/13-14 Professor Mark Achtman

REPORTED: (by the Provost)

That Professor Mark Achtman, WMS Microbiology and Infection, had been elected a foreign member of the Norwegian Academy of Science and Letters, it being noted that the Norwegian Academy was one of the most august interdisciplinary European academies, its main purpose being to support the advancement of science and scholarship in Norway.

249/13-14 Professor Hilary Marland

REPORTED: (by the Provost)

- (a) That Professor Hilary Marland, Centre for the History of Medicine, Department of History, had been awarded a Wellcome Trust Senior Investigator Award worth just over £1 million to research health in prisons.
- (b) That the project 'Prisoners, Medical Care and Entitlement to Health in England and Ireland, 1850-2000' would undertake innovative research into topics which resonated with current concerns in the prison service.

250/13-14 Graduate School Update

CONSIDERED:

A report from the Graduate School detailing developments relating to postgraduate education across the University (SC.145/13/14).

REPORTED: (by the Senior Assistant Registrar (Graduate School))

- (a) That the Research Degree Qualification Rates (RDQR) for 2011-12 had been released in March 2014 to institutions, noting that following initial scrutiny of the methodology and data underlying the intermediate analysis and projections, some issues were found which suggested the data for Warwick were significantly different from the sector in ways which affected projected outcomes, and that work was ongoing in liaison with HEFCE to scrutinise the data further.
- (b) That a working group of the Board of Graduate Studies (BGS) had been established to explore the issue of induction for the postgraduate community, with a view to addressing the specific needs of postgraduate students during the induction period.
- (c) That following the disbursement of postgraduate research scholarships, reallocation of scholarships as a result of student declines had been made with reference to the overall ranking of nominees, but also informed by the need to respond to ARC decisions about internal strategic studentship allocations.
- (d) That the Postgraduate Taught Experience Survey had closed with a response rate of 35.7%, noting that this was higher than both the national and Russell Group averages.

(by the Academic Registrar)

- (e) That in addition to developing a University-wide approach to transferrable skills training, the proposed BGS working group would also need to engage with a similar project under the "Simplify, Collaborate, Deliver" programme, led by Senior Officers, to ensure that best practice across the University was joined up.

RESOLVED:

That the Graduate School Update be noted.

251/13-14 Strategy and Risk Summer Term Update

CONSIDERED:

The Summer term institutional risk register update (SC.148/13-14).

REPORTED: (by the Head of Institutional Governance Services)

That following consideration by the Operational Risk Management Group, the Academic Resourcing Committee and comments from risk owners and mitigating action managers, the risk register had been updated for the Summer term and was being presented to the Steering Committee for its consideration and comment on the items raised in paper SC.148/13-14.

RESOLVED:

That the Summer term institutional risk register be approved as set out in paper SC.148/13-14.

252/13-14 Annual Report on Equality and Diversity

RECEIVED:

A paper providing an update on progress with key equality and diversity (E&D) activities during 2013-14 (SC.150/13-14).

REPORTED: (by the Director of Human Resources)

- (a) That, subject to the achievement of Athena Bronze status for the Department of Computer Science, all STEMM departments at Warwick would have an Athena accreditation.
- (b) That the outcomes of the equality impact assessment completed prior to the submission of the University's Research Excellence Framework Code of Practice, had highlighted a number of matters which would be given further consideration, both from a wider equality aspect and in preparation for the next Research Exercise.
- (c) That there had been significant staff uptake of E&D e-learning modules and increased participation in face to face E&D sessions and networks.
- (d) That the report provided a summary of key E&D activities.

(by the Registrar and Chief Operating Officer)

- (e) That it would be important to clearly demonstrate the University's planned future strategic objectives in terms of E&D.

(by the Dean of the Warwick Business School)

- (f) That WBS had submitted for a Bronze Gender Equality Charter Mark (GEM) award in the pilot of the scheme for Arts and Social Science Faculties.

(by Professor P Thomas)

- (g) That, notwithstanding the need to continue with the focus on the University Strategic E&D objectives, the emphasis also being placed by the Funding Councils on delivery by institutions of their E&D agenda highlighted that the next steps in the University's Athena work would be crucial.

RESOLVED:

That the annual report on Equality and Diversity be noted.

253/13-14 HEFCE Agreement on Institutional Designation

RECEIVED:

A paper outlining the final version of the HEFCE agreement on institutional designation (SC.152/13-14).

REPORTED: (by the Group Finance Director)

- (a) That the purpose of the agreement was: to make a more explicit link between institutional accountability requirements and the automatic qualification for student support of students at HEFCE-funded institutions; and to set out a process for addressing non-compliance.
- (b) That the terms of the agreement were drawn from those in the HEFCE memorandum of assurance and accountability (previously known as the financial memorandum).

(by the Registrar and Chief Operating Officer)

- (c) That the HEFCE memorandum of assurance and accountability was due to be published on 1 July 2014 and would come into effect from August 2014.

254/13-14 Senate Business

RESOLVED:

That the items of business for the meeting of the Senate to be held on 2 July 2014 be approved as set out in the papers circulated for consideration by Senate Steering.

255/13-14 Appointment to Senate Committees

REPORTED: (by the Deputy Registrar)

That the Chair of the Faculty of Social Sciences had taken Chair's Action on behalf of the Board of Faculty to appoint Dr Clare Lyonette to the membership of the Graduate Studies Committee, as the representative from the Institute of Employment Research.

256/13-14 QAA Consultation on the Updated and Revised Version of the UK Frameworks for Higher Education Qualifications

CONSIDERED:

The draft response from the University to the QAA consultation on the UK Frameworks for Higher Education Qualifications (SC.153/13-14).

RESOLVED:

That the draft response from the University to the QAA consultation on the UK Frameworks for Higher Education Qualifications be approved as set out in Annex A of paper SC.153/13-14.

257/13-14 HESA Consultation: Review of the 2015/16 Finance Statistics Return

RECEIVED:

The draft response from the University to the HESA Finance Statistics Return 2015/16 consultation (SC.154//13-14).

RESOLVED:

That the draft response from the University to the HESA Finance Statistics Return 2015/16 consultation be approved as set out in Appendix 1 of paper SC.154/13-14.

258/13-14 Response to UCAS Review of International Admissions

RECEIVED:

The University's response to the International Admissions Review as reviewed and approved for submission by the deadline of 17 June 2014 by the Registrar and Chief Operating Officer, the Academic Registrar and the Pro-Vice-Chancellor (Postgraduate and Transnational Education) (SC.156/13-14).

RESOLVED:

That the University's response to the International Admissions Review, as set out in paper SC.156/13-14, be noted.

259/13-14 Open Days

RESOLVED:

That the thanks of the Steering Committee be extended to all staff and students for their support in organising and participating in the Open Days held on 20 and 21 June 2014.

260/13-14 Key Information Set Audit

REPORTED: (by the Registrar and Chief Operating Officer)

That a reply had been received from HEFCE following the University's response to the audit report of the University's Key Information Set, noting that, subject to the provision by the University of further evidence, the level of assessment by the HEFCE may be reviewed.

261/13-14 Student Opportunity Allocation: Institutional Data Returns and Funding for Hardship

RECEIVED:

A communication from HEFCE outlining changes to institutions' submission of widening participation strategies (SC.155/13-14)

JH/SB/Steer Share\Minutes and Reports\2013-2014\2014-06-23\Steering minutes 23-06-2014 Open Unconfirmed