

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 28 January 2013

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

Apologies: Vice-Chancellor, Professor A Caesar, Professor S Swain, Professor L Young.

In Attendance: Registrar, Academic Registrar, Deputy Registrar (until 10.50am), Group Finance Director, Director of Development and External Affairs (until 10.45am), Director of Estates, Executive Officer (Vice-Chancellor's Office), Director of Delivery Assurance, Administrative Officer (Governance), Deputy Academic Registrar.

205 /12-13 Minutes

RESOLVED:

That the minutes of the meeting held on 14 January 2013 be approved subject to the following amendment (deletion ~~struck through~~):

188/12-13 (...)

REPORTED:

(...)

- (f) That a member of academic staff would be seconded to be role of Exchange Director, ~~as had been the case for previous exchange consortia.~~

206/12-13 Winter Degree Congregations, 22-24 January 2013

REPORTED: (by the Deputy-Vice-Chancellor)

That thanks were expressed to all staff who made the January degree congregations a great success in spite of the challenging weather conditions, and that congratulations be extended to all new Warwick graduates who received their degrees.

207/12-13 HR Excellence in Research Award

REPORTED: (by the Deputy-Vice Chancellor)

- (a) That Warwick was one of eleven UK universities to have gained the HR Excellence in Research Award from the European Commission.
- (b) That the Award demonstrated the university's commitment to improving the working conditions and career development for research staff, which will in turn improve the quantity, quality and impact of research for the benefit of UK society and the economy.

- (c) That congratulations were extended to all Warwick staff who had been instrumental to this achievement.

208/12-13 HELOA Innovation and Best Practice Award

REPORTED: (by the Deputy-Vice-Chancellor)

That the University had won this award for the Thinking About University interactive site, developed by SARO for young people in years five to thirteen.

209/12-13 STARS of Warwick Awards

REPORTED: (by the Deputy-Vice-Chancellor)

- (a) That nominations had opened for the STARS of Warwick Awards.
- (b) That the Awards were run by students, nominated by students and decided by students.
- (c) That examples of categories included: Best Teaching Style, Best Personal Tutor, Most Responsive to Student Feedback and Most Inspiring Academic.

210/12-13 One World Week

REPORTED: (by the Deputy-Vice-Chancellor)

- (a) That One World Week, the world's largest student-run international event, was taking place from 28 January until 2 February 2013.
- (b) That previous events had been extremely successful, and this year the campus was hosting a series of debates and discussions, parades and performances, sporting tournaments and events and cultural exhibitions and workshops.

211/12-13 WMG Professorial Chairs

REPORTED: (by the Deputy-Vice-Chancellor)

That TATA Steel had confirmed funding for two new Professorial Chairs at WMG.

212/12-13 Global MBA Ranking 2013

REPORTED: (by the Dean of Warwick Business School)

That the Warwick MBA had retained its place in the top thirty of the Financial Times Global MBA Ranking 2013, following its jump of thirty-one places in the previous academic year.

213/12-13 Report from the Education Working Steering Group

CONSIDERED:

A report from the Education Steering Group outlining recommendations for the future of the discipline of Education at the University of Warwick (SC.131/12-13 Restricted).

REPORTED: (by the Pro-Vice-Chancellor for Research (Arts and Social Sciences) and Fundraising)

- (a) That the Education Steering Group recommended the establishment of a trans-disciplinary unit under the proposed title of the 'Centre of Education Studies', to enable strong interdisciplinary research and teaching connections to be made

across campus, and to position the University as a centre for distinctive interests and strengths in educational research.

(by the Registrar)

- (b) That the Education Steering Group also recommended that work be undertaken to establish a business case for a professional education unit with the capacity to encompass a broad range of person-centred professions and the ability to effectively adapt to external policy changes.
- (c) That the Education Steering Group further recommended that the University continue to meet its current commitment to deliver initial teacher education for 2013-14.
- (d) That as the recommendations, if approved, would consequently lead to the disestablishment of the Warwick Institute of Education, further consultation with its key stakeholders would be carried out in order to fully scope the impact of the proposals.

(by the Deputy-Vice-Chancellor)

- (e) That phase three of the proposed development of educational research and teaching provision would be focused on exploring possibilities of extending the model to other University departments in which research connected to education and pedagogy had been carried out.

(by the Dean of Warwick Business School)

- (f) That Warwick Business School was keen to be involved in phase two of the development plan, noting the increasing popularity of Business Studies at A Level and of the School's interest in providing professional management training.

(by the Registrar and Chief Operating Officer)

- (g) That if the existing Centre for Lifelong Learning was developed to have a greater focus on Continuing Professional Development, it would need to be made clear that this was not its sole purpose and that its current provision of part-time and short programmes would not be adversely impacted.
- (h) That there was currently no suggestion that the University's medical education provision be moved from Warwick Medical School to the proposed professional education unit, although there was scope for it to absorb support activities such as recruitment and admissions.
- (i) That the faculty boards would be asked to consider the academic rationale of the proposals, noting that no commitments had been made by the Education Steering Group on behalf of individual departments.

RESOLVED:

- (a) That the vision for the 'Centre of Education Studies' and the proposal to establish a broader platform for professional education in the service sector, as set out in paper SC.131/12-13 (Restricted), be referred to Faculty Boards for consultation prior to consideration by the Senate at its meeting in March 2013, subject to the clarifications recommended by the Committee.
- (b) That the recommendation of the Education Steering Group that the University enter a phase of detailed review and formal consultation with staff and students within the Institute of Education be supported as set out in paper SC.131/12-13 (Restricted).

- (c) That the Registrar and Chief Operating Officer be authorised to assemble an Implementation Group to complete a full impact assessment of the proposals outlined in paper SC.131/12-13 (Restricted).

214/12-13 Council Effectiveness Review

CONSIDERED:

A paper outlining decisions taken by the Council during the Council Effectiveness Review in 2012, concerning its overall size and constitution (SC.139/12-13).

REPORTED: (by the Registrar and Chief Operating Officer)

- (a) That the Council had resolved that its future overall composition be reduced from thirty-three members to twenty-five, to enable more effective discussion.
- (b) That the Effectiveness Review Report considered by the Council noted that the Council had struggled to achieve a lay majority at meetings during the past five years, and that such a majority was recommended by HEFCE guidelines as being necessary to demonstrate effective governance.
- (c) That following its consideration of the Effectiveness Review Report, the Council had resolved that its lay membership be reduced from seventeen to fourteen, to give an overall lay majority of three, noting that this would ensure that the University could always demonstrate a lay majority for all key Council discussions and enable a broad base of lay expertise to be achieved.
- (d) That the Council had further resolved to reduce the number of academic members to six, and that the University Executive and the Senate should determine how these members should be split between Pro-Vice-Chancellor members and Senate representatives.
- (e) That a formula for quoracy would be established to ensure that Council meetings could proceed in the event of a reduced lay majority.
- (f) That the Nominations Committee would review Council membership on a regular basis to monitor attendance and the breadth of contribution.

RECOMMENDED: (to the Senate)

- (a) That paper SC.139/12-13 be considered at its meeting on 6 February 2013.
- (b) That the future academic representation on the Council be constituted as two Pro-Vice-Chancellors with the remaining academic members being elected by the Senate.

215/12-13 Widening Participation Strategic Statements: Changes for 2013-14 and longer term plans for integration with OFFA Access Agreements

RECEIVED:

A letter from the Chief Executive of HEFCE outlining changes to the submission of Widening Participation Strategic Statements and OFFA Access Agreements in 2013/14 (SC.129/12-13).

REPORTED: (by the Academic Registrar)

That in the current academic year the University would still be required to submit its Widening Participation Strategic Statement in parallel with its OFFA Access Agreement, but that in 2014 the exercises would be combined into a single return.

216/12-13 National Scholarship Programme 2014-15

RECEIVED:

A paper from HEFCE providing provisional allocations for the 2014-15 National Scholarship Programme (NSP) (SC.130/12-13).

REPORTED: (by the Academic Registrar)

That HEFCE would be changing the way that funds were allocated to institutions in 2013/14 to better align distribution with the NSP eligibility criteria.

[NOTE: following the meeting, the Academic Registrar confirmed that the new methodology would result in a reduced number of scholarships being allocated to Warwick].

217/12-13 HEFCE Grant Letter

RECEIVED:

A paper from the Director of Management Information and Planning providing a briefing on the key policy announcements made by the Secretary of State for Business Innovation and Skills and the Minister of State for Universities and Science in the annual grant letter to HEFCE (SC.133/12-13).

REPORTED: (by the Registrar and Chief Operating Officer)

That the letter indicated that the margin in which institutions could overshoot their allocated student number control before the imposition of financial penalties, would be set at three per cent, however, as the allocation of controlled student numbers had not yet been confirmed, it was currently not possible to predict the likely impact on the University.

218/12-13 University Librarian

REPORTED: (by the Registrar and Chief Operating Officer)

That Mr Robin Green had been appointed to the post of University Librarian with effect from 1 February 2013, and that the congratulations of the Committee would be extended to Mr Green.

219/12-13 Membership of Senate Committees

REPORTED: (by the Deputy-Vice-Chancellor)

- (a) The appointment of Professor Saul Jacka to serve on the Academic Quality and Standards Committee as a member of Senate from the Faculty of Science.
- (b) The appointment of Dr A Cristea to serve on the Board of Graduate Studies as the second representative from the Board of the Faculty of Science.
- (c) The appointment of the following colleagues to serve on the Research Governance and Ethics Committee:
 - (i) Professor Rebecca Earle, as a representative from the Faculty of Arts
 - (ii) Professor Jane Barlow, as a representative from the Faculty of Medicine
 - (iii) Professor Alison Rodger, as a representative from the Faculty of Science.

220/12-13

Senate Business

REPORTED: (by the Registrar and Chief Operating Officer)

That the changes to the constitution of the MBChB Boards of Examiners referred to in paper S.21/12-13 should be set out fully in the paper to ensure clarity.

RESOLVED:

That the comments and recommendations of the Steering Committee on the items of business for the meeting of the Senate to be held on 6 February 2013 be approved as set out in the papers circulated for the meeting of the Senate, subject to clarifications as agreed in the meeting.

221/12-13

Freedom of Information Act 2000 – Updated Guidance

RECEIVED:

A revised Definitions Document for higher education institutions (HEIs) from the Information Commissioner, providing guidance and examples of the kinds of information that the Information Commissioner would expect to see contained within the HEI's publication scheme, plus a report on the Government Response to the Justice Committee Report: Post legislative scrutiny of the Freedom of Information Act 2000 (Fol), published in November 2012 (SC.135/12-13).

KS/CS/Steering/Minutes/2012-2013/28-01-2013