

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 28 November 2011

- Present: Vice-Chancellor,  
Deputy Vice-Chancellor,  
Professor A Caesar,  
Professor M Finn,  
Professor C Hughes,  
Professor T Jones,  
Professor J Labbe,  
Professor K Lamberts,  
Professor S Swain,  
Professor P Thomas,  
Professor P Winstanley,  
Mr L Bøe (from item 146/11-12).
- Apologies: Professor S Croft, Professor M Taylor, Registrar.
- In Attendance: Deputy Registrar, Academic Registrar, Director of Finance and Financial Strategy, Director of HR, Director of Development, Communications and Strategy, Director of Estates, Head of Corporate Governance, Head of Governance Support Services, Administrative Officer (Governance), Director of the Institute of Advanced Study (for item 149/11-12), Director of the Institute of Advanced Teaching and Learning (for item 151/11-12).

144/11-12 Minutes

RESOLVED:

That the minutes of the meeting held on 14 November 2011 be approved.

145/11-12 Russell Group Response To BIS Technical Consultation (minute 58/11-12 refers)

RECEIVED:

The Russell Group's response to the BIS Technical Consultation "a new, fit-for purpose regulatory framework for the higher education sector" (SC.125/11-12).

146/11-12 HEFCE Consultation on Teaching Funding and Student Number Controls (minute 851/10-11 refers)

RECEIVED:

A summary of the responses to the HEFCE consultation on Teaching Funding and Student Number Controls from 2012/13, together with the decisions made by the HEFCE Board in response to the consultation (SC.126/11-12).

REPORTED: (by the Deputy Registrar)

- (a) That the proposals would be implemented largely as described in the HEFCE consultation document on Teaching Funding and Student Number Controls from 2012/13, to include an interim measure in 2012/13 to ensure that institutions would not see an overall reduction in London weighting, through targeted allocations.
- (b) That the second stage of the Teaching Funding Consultation would hold more significance for the University with regard to science, technology, engineering and maths (STEM) subjects and strategically important and vulnerable (SIV) subjects.

147/11-12 Key Performance Indicators and Risk Status Summary (minute 132/11-12 refers)

REPORTED: (by the Vice-Chancellor)

- (a) That the provisional University Key Performance Indicators (KPIs) Report and Risk Status Summary Report considered by the Committee on 14 November 2011 as paper SC.80/11-12, was revised subsequent to the meeting and was included in the circulation for the meeting of Council, to be held on Wednesday 30 November 2011.
- (b) That the revised University Key Performance Indicators (KPIs) Report and Risk Status Summary Report was available to members of Steering upon request.

148/11-12 New York "Urban Sciences" Campus

REPORTED: (by the Vice-Chancellor)

- (a) That the consortium bid, led by New York University (NYU) and including Carnegie Mellon University, University of Toronto, City University of New York (CUNY) and the Indian Institute of Technology (IIT) Mumbai, as well as Warwick and industry leaders such as IBM, Cisco and Siemens, to build a new applied sciences and engineering campus in New York, had been shortlisted.
- (b) That the consortium was likely to proceed with a partnership regardless of the outcome of the bid.

149/11-12 Institute of Advanced Study Update

RECEIVED:

A report from the Director of the Institute of Advanced Study (IAS), providing an update on activities, together with an oral report (SC.118/11-12).

REPORTED: (by the Director of IAS)

- (a) That the IAS intended to develop a Global Research Fellowship Scheme of two years' duration, with the longer-term objective to offer four-year fellowships that would permit scholars to pursue advanced projects with international partners.
- (b) That a new training scheme for the IAS Early Career Fellows, entitled Academic Careers and Employment (ACE), that integrated IAS more closely with the Research Exchange, was implemented in September 2011.
- (c) That the IAS was planning a Warwick World Book Festival that would enable focus on public engagement with a single high-quality event.
- (d) That there were plans to converge the Queen Mary University cultural festival with the Warwick World Book Festival, and that further thought would be given to bringing together other events, both internal and external to the University, under the same banner.
- (e) That IAS had begun dialogue with the Development and Alumni Relations Office (DARO) regarding the need for distinctive and leading fellowships to attract external sponsorship.
- (f) That bids for the Global Research Fellowship Scheme and the Warwick World Book Festival were to be submitted to the Academic Resourcing Committee.

(by the Chair of the Board of Graduate Studies)

- (g) That colleagues within the Department of English and Comparative Literary Studies were developing a postgraduate global literatures programme, and that they could provide useful input into the Warwick World Book Festival.

(by the Dean of Warwick Medical School)

- (h) That he and the Director of IAS would discuss specific fellowships, in relation to collaboration with the Liverpool School of Tropical Medicine.

150/11-12

Equality and Diversity Update

CONSIDERED:

A report from the Director of HR, providing an update on Equality and Diversity, together with an oral report (SC.109/11-12).

REPORTED: (by the Director of HR)

- (a) That the University's Single Equality Plan was being refreshed but met the requirements of the Equality Act 2010.
- (b) That the analysis of the Merit Pay results for 2011 indicated there were no major discrepancies in the scoring for any of the protected characteristics as defined under the Equality Act 2010 and that the disparity between the scoring of males and females had been reversed.
- (c) That Equality and Diversity training sessions for staff had been refreshed and would include those involved with selecting staff for REF submissions.
- (d) That Warwick Medical School were finalising their submission for the Athena SWAN Bronze award to be submitted by 30 November 2011 with the results expected in spring 2012.

(by the Pro Vice-Chancellor for Academic Resourcing)

- (e) That the Department of Psychology had received specific feedback following its unsuccessful submission for Silver Athena status, with the request that further evidence of the department's procedures be included in the documentation.

(by the Dean of the Warwick Medical School)

- (f) That the National Institute of Health Research (NIHR) had announced that, for the next funding round for large grant proposals, only Medical Schools holding an Athena Silver award would be eligible for funding; it being noted that no Athena Silver awards were currently held by Medical Schools.

RESOLVED:

That the University's Single Equality Plan be considered by the Steering Committee during December 2011.

151/11-12

Institute for Advanced Teaching and Learning Update

RECEIVED:

A report from the Director of the Institute for Advanced Teaching and Learning (IATL), providing an update on IATL, together with an oral report (SC.108/11-12).

REPORTED: (by the Director of IATL)

- (a) That IATL was developing a suite of interdisciplinary modules for undergraduates with staff from all faculties involved in the teaching, and that the proposed modules were discussed at the Board of Undergraduate Studies on 24 November 2011 and would subsequently be submitted to the Academic Quality and Standards Committee for approval.
- (b) That IATL was developing the theme of 'Internationalisation without Travel', together with colleagues in the International Office and the Centre for Applied Linguistics, and that a grant application would be submitted to the HEA in January 2012.
- (c) That CIF funding of £1million would be spent on refurbishment projects to create 'flagship' teaching spaces in the Rumphal building, with a possible extension of the project into Social Studies.
- (d) That, together with formal engagement with Chairs of Faculties through the IATL Steering Group, informal interaction with departmental heads was actively sought, particularly where engagement levels were historically low.
- (e) That "*Reinvention: a Journal of Undergraduate Research*" was established to provide undergraduate students with the opportunity to publish their research, but that consideration could be given to a postgraduate version should there be evidence of need.

152/11-12

Human Resources Update

CONSIDERED:

A report from the Director of HR, outlining the key activities within Human Resources, including the Learning and Development Centre (SC.122/11-12).

REPORTED: (by the Director of HR)

- (a) That an Equal Pay Review on grades 1a-8 and grade 9 had been completed, with outcomes reported to both the Equality and Diversity Committee and the Joint Consultative Committee earlier this term.
- (b) That GMB, UNISON and Unite had repeated their case for an increase in the employers' final pay increase offer of £150, and that Unite the Union had secured a mandate for ASOS but not direct strike action in its recent national ballot of its members for industrial action on pay; it being noted that ASOS for Unite members would take the form of working to contract with effect from 30 November 2011 for an indefinite time period.
- (c) That the University awaited further information from the USS Trustee Board which met on 18 November 2011, with respect to the USS Valuation effective 31 March 2011.
- (d) That an interim assessment of the funded position of the UPS Scheme as at 31 March 2011 had shown an improvement such that the deficit had reduced to some £6.9m, however recent projections since March 2011 showed that the position had again worsened due to the volatility of the markets such that the Scheme was estimated to be some 73% funded; it being noted that the University's deficit recovery plan remained in place and the Trustees were continuing with a focus on the scheme's investment strategy.
- (e) That, following the departure of Professor Seville from the University, the Dean of Warwick Business School, Professor Mark Taylor, had been appointed as a

University appointed Trustee Director, bringing considerable investment experience to the Trustee body to UPS.

- (f) That industrial action was being undertaken by members of UCU who were working to their contractual terms in the form of ASOS, with respect to their dispute with regard to the recent changes to the USS pension scheme.
- (g) That UCU had notified the University of its intention to extend its action to a one day strike to be held on 30 November 2011, to coincide with the national day of action being held by the public service Trade Unions regarding changes in the public service pension schemes, with a picket line expected at the University Gatehouse.
- (h) That a communication would shortly be sent to Heads of Departments and a further communication for staff posted on Insite regarding the national day of action being held by the public service Trade Unions and the action by UCU.
- (i) That, following the 2010/11 five year planning process, a bid had been submitted to the Strategic Investment Fund (SIF) for the continuation of the Learning and Development Centre's (LDC) support and coordination of the development programme for Early Career Researchers.
- (j) That, as part of the backfill arrangements for the Deputy Registrar, Jane Hodge had been appointed as Acting Chief Administrative Officer, Warwick Business School for a period of not less than six months commencing 21 November 2011.
- (k) That the University's sickness absence figures were not a cause for concern when compared to national benchmarks, noting that there may historically have been an element of underreporting of sickness absence within the academic community.

(by the Vice-Chancellor)

- (l) That REF2014 planning meetings with departments originally scheduled for February 2012 would now be undertaken in January 2012.

RESOLVED:

That the final analysis of the Equal Pay Review be considered by the Steering Committee during December 2011.

153/11-12

Migration Advisory Committee Call for Evidence – Tier 2

CONSIDERED:

A UUK policy briefing on the call for evidence by the Migration Advisory Committee on the level of the 2012/13 annual limit on Tier 2 and associated policies (SC.110/11-12).

REPORTED: (by the Director of HR)

- (a) That the consultation sought to explore whether the annual limit on Tier 2 (General) visas could be reduced in light of current under-subscription.

(by the Academic Registrar)

- (b) That consideration should be given within the University's consultation response to the list of excluded occupations given the potential impact on some allied health professionals within the Warwick Medical School.

RESOLVED:

That the University's response to the Migration Advisory Committee's call for evidence on the level of the 2012/13 annual limit on Tier 2 and associated policies, be considered by the Steering Committee prior to the submission deadline of 9 December 2011.

154/11-12

Academic Statistics Yearbook

RECEIVED:

The Academic Statistics Yearbook for 2011/12, with an oral report from the Academic Registrar (SC.121/11-12).

REPORTED: (by the Academic Registrar)

- (a) That the ratio of applications to entrants demonstrated the strength of interest in study at the University.
- (b) That while the student population had increased in size, the level of full-time equivalent (FTE) academic and research staff had remained relatively stable over the last few years.
- (c) That the University's academic staff FTE in Science was low in comparison to other Russell Group institutions, and while it had increased over time, this was at a slower rate than at many peer institutions.
- (d) That the University's research income continued to grow from 2008/09 to 2009/10, but levels were still lower than the Russell Group median.
- (e) That the University's count of incidences in subject fields in the ISI Highly Cited index was higher than the Russell Group median.
- (f) That, while the University's count of publications in the Web of Science remained relatively stable in 2010, the level of citations from these publications had increased, noting that the Russell Group's performance as a whole had also improved.
- (g) That the University's web presence ranking among leading UK universities had increased both in Europe and across the world.
- (h) That the Academic Statistics Yearbook for 2011/12 now featured a list of the University's "Highly Cited" staff in the ISI.
- (i) That further data was available within the Academic Statistics online.

(by the President of the Students' Union)

- (j) That it would be useful for the student data to include more information on gender and ethnicity distributions and on part-time students.

155/11-12

University Annual Monitoring and Corporate Planning Statements

CONSIDERED:

A report from the Head of Governance Support Services providing an update on the Annual Monitoring Statement (AMS), together with an oral report (SC.124/11-12).

REPORTED: (by the Head of Governance Support Services)

- (a) That the HEFCE asked all HEIs to provide assurance on the use of special initiative funding and to report any underspend for the period from 1 August 2010 to 31 July

2011, in addition to a request for information on the University's work to promote equality and diversity.

- (b) That the AMS had been compiled through contributions from a range of individuals for the relevant areas.

RESOLVED:

That the Annual Monitoring Statement as set out in paper SC.124/11-12 be approved for submission to the HEFCE by the 1 December 2011 deadline, subject to the revisions regarding the loss of EIA data and amendments relating to Science City.

156/11-12

Regulation 28 Governing University Intellectual Property Rights

CONSIDERED:

The proposed revision of University Regulation 28 Governing Intellectual Property Rights (SC.105/11-12).

REPORTED: (by the Pro-Vice-Chancellor for Knowledge Transfer, Business Engagement and Research (Science & Medicine))

- (a) That the proposed revisions to Regulation 28 Governing Intellectual Property Rights were intended to enable clearer resolution of conflicts, and particularly addressed variable rights by faculty/ subject and student ownership.
- (b) That the Intellectual Property Committee had approved the revised Regulation 28, following advice provided by Martineau.

(by the Academic Registrar)

- (c) That consideration should be given to the ownership of intellectual property generated by honorary staff, or clinical staff working with the University's facilities.

RESOLVED:

That the proposed revision of University Regulation 28 Governing Intellectual Property Rights, as set out in SC.105/11-12, be taken to the next meeting of the Research Committee on 8 December 2011 for discussion, prior to it being considered for approval by the Senate and the Council in the Spring Term of 2012.

157/11-12

Appointments to Committees of the Senate

RESOLVED:

- (a) Board of Graduate Studies

That the recommendation that Mr Sean Ruston serve on the Board of Graduate Studies as one of up to two co-opted students, be approved on behalf of the Senate.

- (b) Research Committee

That the recommendation that Mr Matteo Bartoli (a first year postgraduate research student from Warwick Business School) serve as the postgraduate research student representative nominated by the Students' Union be approved on behalf of the Senate.

158/11-12 General Social Care Council Student Registration Consultation

RECEIVED:

A letter from the Head of Social Work Education at the General Social Care Council regarding a public consultation with stakeholders about the Health Professions Council approach to the issues across all of the professions it regulates (SC.113/11-12).

159/11-12 HEFCE Student Number Controls for 2012/13 (minute 62/11-12 refers)

RECEIVED:

A news item from HEFCE, announcing that 202 bids had been received for a total of 35,811 student places from a "margin" of up to 20,000 under the new student number control system for 2012-13 (SC.114/11-12).

160/11-12 Review of the Charities Act 2006

RECEIVED:

An email from HEFCE announcing an independent review of the working of the Charities Act 2006, together with the review's terms of reference (SC.115/11-12).

161/11-12 Government Consultation on Employment-related Settlement and Tier 5 (minute 833/10-11 refers)

RECEIVED:

A UCEA update on the findings and recommendations of the Government Consultation on Employment-related Settlement and Tier 5 (SC.116/11-12).

NO/KP/steersshare/minutes/201112/Nov11/28 Nov11