

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 29 November 2010

- Present: Vice-Chancellor,
Deputy Vice-Chancellor,
Professor S Bruzzi,
Professor A Caesar,
Professor R Higgott,
Professor C Hughes,
Professor T Jones,
Professor J Labbe (except for item 190/10-11),
Professor P Winstanley (until item 188/10-11),
Mr D Stevens.
- Apologies: Professor K Lamberts, Professor M Taylor, Director of Development, Communications and Strategy.
- In Attendance: Registrar, Deputy Registrar, Academic Registrar, Finance Director (except for item 188/10-11), Director of HR (except for item 187/10-11), Director of Estates, Head of Governance Support Services, Executive Officer (VC's Office), Administrative Officer (Governance), Business Engagement Officer (RSS) (for item 181/10-11), University Librarian (for item 184/10-11), Senior Assistant Registrar (Space Management & Timetabling) (for item 185/10-11), Head of HR (Warwick Medical School) (for item 186/10-11), Director of Institute of Advanced Study (for item 187/10-11), Administrator (Institute of Advanced Study) (for item 187/10-11), Co-Directors of Institute for Advanced Teaching and Learning (for item 188/10-11).

177/10-11 Minutes

RESOLVED:

That the minutes of the meeting held on 22 November 2010 be approved, subject to the following addition:

167/10-11

(...)

- (e) That the final meeting of the consultation committee for staff affected by the implementation of the School of Life Sciences would take place on 15 December 2010.

(...)

178/10-11 European Commission 'Youth on the Move' Initiative and Consultation on EU Mobility Programmes (minute 39/10-11 refers)

REPORTED: (by the Vice-Chancellor)

That the University had decided not to respond to the European Commission's consultation on the next-generation EU mobility programmes.

179/10-11 West Midlands Regional Observatory (minute 157/10-11 refers)

REPORTED: (by the Vice-Chancellor)

That Marketing Birmingham had been identified as the preferred bidder to acquire the West Midlands Regional Observatory assets and that the University had been invited to join the steering committee should the bid be successful.

180/10-11 UUK Independent Review into Intellectual Property (minute 169/10-11 refers)

REPORTED: (by the Registrar)

That the University had not contributed to the UUK's call for evidence into intellectual property.

181/10-11 Technology Innovation Centres (minute 87/10-11 refers)

CONSIDERED:

The draft response document to the Science and Technology Committee inquiry examining the Fraunhofer model as a model for Technology Innovation Centres (TICs) in the UK, together with an oral report (SC.134/10-11).

REPORTED: (by the Academic Registrar)

(a) That the establishment of Technology Innovation Centres presented opportunities for the University, including WMG.

(by the Business Engagement Officer (RSS))

(b) That, in his opinion, Warwick's specialisms and expertise would provide a useful basis to build upon if TICs were to be established.

(by the Deputy-Vice-Chancellor)

(c) That the response needed a greater emphasis on the contribution that Warwick could make and the innovative approaches that might be explored in discussion with the Committee.

(by the Dean of Warwick Medical School)

(d) That NIHR Biomedical Research Centres were good examples of technological advancement between institutions, industry and the NHS, that could be used within the response.

RESOLVED:

(a) That the response would be revised to explicitly clarify the University's view of the Fraunhofer model, and to include reference to the Science City project and Quantum Technologies bid as examples of the University's approach and experience in this area of activity.

(b) That the authors of the response would be identified as the Deputy-Vice-Chancellor, the Academic Registrar and Professor T Jones.

(c) That the Director of Administration (Academic) of the Warwick Manufacturing Group would review the response before submission on 2 December 2010.

182/10-11

Pay negotiations

REPORTED: (by the Registrar)

That the GMB had now rejected the national pay offer, in addition to UCU, Unite and EIS.

183/10-11

Student protests

REPORTED: (by the Vice-Chancellor)

- (a) That the University was a place for rational discussion where peaceful protest could take place, however the University must prioritise the safety of the public and staff.

(by the Deputy Registrar)

- (b) That student protests took place on campus on Wednesday 24 November and Thursday 25 November as follows:
- (i) That, on Wednesday, several students and staff marched to protest at University House, where access to the building was denied to the protestors in order to maintain the study and work environment.
 - (ii) That the march moved away from University House, and some protestors occupied the Arts Centre Conference room (ACCR) from approximately 12:45 on Wednesday.
 - (iii) That protesters who occupied the ACCR were allowed at all times to leave the ACCR to have access to food, drink and sanitation, and while negotiations were ongoing to relocate the protest, students were allowed to re-enter the lecture room if they had left to visit the toilet or other facilities.
 - (iv) That she and the President of the Students' Union attempted to arrange for the protestors to occupy an alternative location.
 - (v) That some protestors left the ACCR at the request of the Arts Centre Duty Manager at the time of the evening lock down of the Arts Centre.
 - (vi) That all protestors left the Arts Centre Lecture room by approximately 8.45am on Thursday.

(by the Registrar)

- (c) That an offer was made for representatives from the protesting group to meet with the Vice-Chancellor, but this was declined.

(by the President of the Students' Union)

- (d) That the Students' Union was mandated to support direct action, and that a "teach-in" was planned in the Copper Rooms on 30 November 2010 between 11am and 4pm.

184/10-11

Library update – Publications database

RECEIVED:

A report from the University Librarian, updating the Committee on the University's Publications Database, together with an oral report (SC.124/10-11).

REPORTED: (by the University Librarian)

- (a) That EPrints software would be used for the Publication database, with implementation in its initial format expected by March 2011.
- (b) That EPrints software was considered a low risk option for swift implementation where existing expertise was already in place.
- (c) That a Project Board, chaired by Professor K Lamberts, would meet for the first time on 15 December 2010 to address policy issues with feedback to the Steering Committee expected in late January 2011.

(by the Deputy-Vice-Chancellor)

- (d) That robust systems for staff to input accurate and complete research data were required to support open access and improved citations.

185/10-11

Capital Development and Space Management

RECEIVED:

A report from the Director of Estates and Senior Assistant Registrar (Space Management & Timetabling), providing information on recent capital and space developments, together with an oral report (SC.135/10-11).

REPORTED: (by the Director of Estates)

- (a) That current capital developments, including the construction of "Bluebell" Residences, were progressing on time and within budget.

(by the Senior Assistant Registrar (Space Management & Timetabling))

- (b) That the WBS business case for the reinstatement of the Phase 3b building project would be given further consideration at the meeting of CPARG in March 2011.
- (c) That CPARG would further consider the space requirements of the School of Life Sciences.

(by the Deputy-Vice-Chancellor)

- (d) That consideration of the School of Life Sciences capital development needs would be undertaken by the Sub-Group of the Life Sciences' Strategy Group, chaired by Professor T Jones, with feedback expected in the Spring term.
- (e) That the vacation of Coventry House by NHSI was being managed sensitively, noting the strategic importance of the location of Coventry House to the University.

(by the Pro Vice-Chancellor for Research (Arts and Social Science))

- (f) That, given the significant developments in strategic direction and academic activity undergone in WBS, reconsideration of the prioritization of the Phase 3b project was important.

186/10-11

Equality and Diversity update

RECEIVED:

A report from the Director of HR, providing an update on Equality and Diversity, together with an oral report (SC.120/10-11).

REPORTED: (by the Director of HR)

- (a) That the University had previously made a submission to the Government consultation on the implications of the Single Equality Act 2010, which referenced concerns regarding the additional reporting requirement that would result from the requirement for transparent equality and diversity information.
- (b) That the single equality action plan would be considered and then monitored during implementation through the Equality and Diversity committee.
- (c) That the University's guidance and processes for interviewing were good and appropriate, but there remained a need to focus on oral communications within interviews.
- (d) That there was uncertainty over the continuation of the Equality Impact Assessment duty, and an alternative format may be proposed with short notice prior to implementation.

(by the Head of HR, Warwick Medical School)

- (e) That pre-employment health questionnaires would be unlawful, with the exception of specific reasons such as the suitable arrangements to enable interview attendance.

(by the Registrar)

- (f) That, while there were arguments to suggest universities were not public bodies for this purpose, there were concerns over the University's commercial activities also being subject to these duties.

(by the Dean of the Warwick Medical School)

- (g) That the GMC were considering development of a statement of attitudes and behaviors for assessment for applicants to the MBChB and, together with Fitness to Practice considerations, this needed to be monitored in relation to the legislative requirements of the Single Equality Act.

187/10-11

IAS 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.132/10-11).

REPORTED: (by the Director of IAS)

- (a) That three Junior Research Fellowships were budgeted for this year, to assist with the evaluation of the scheme's effectiveness.
- (b) That expansion of the Junior Research Fellowship scheme raised issues over the future capacity of Cryfield Grange accommodation.
- (c) That the Capacity Building Scheme had resulted in numerous successful bids.
- (d) That there was potential for the movement of smaller projects from the portfolio of IAS to RSS.

(by the Administrator, IAS)

- (e) That current estimates indicated a shortage of shared office space in Milburn House by 2015.

(by the Director of Estates)

- (f) That the pathway from Cryfield Grange to campus would be improved before summer 2011, with funding provided by Sustrans and the University.

(by the Pro Vice-Chancellor for Research (Arts and Social Science))

- (g) That consideration should be given to whether any existing funding programmes could be reduced or closed to prioritise funding and activity elsewhere in IAS programmes.

188/10-11

IATL update

RECEIVED:

A report from the Co-Directors of Institute for Advanced Teaching and Learning (IATL), providing an update on IATL, together with an oral report (SC.127/10-11).

REPORTED: (by Professor C Rutter)

- (a) That there were 35 applicants for IATL funding, with £70,000 allocated from a budget of £133,000.
- (b) That appointment of the substantive Director would be concluded by August, followed by other key staff.
- (c) That each project is required to submit a feedback report, to aid understanding about how to extend information across the University.

(by Dr P Taylor)

- (d) That analysis of impact was underway, along with discussions with the Library about connecting with the WIT database.

189/10-11

UKBA Home Secretary Announcement - Migration limits

CONSIDERED:

Communication from the UKBA regarding the Home Secretary's announcement of measures to manage the level of migration from outside the EU (SC.141/10-11).

REPORTED: (by the Registrar)

- (a) That the Russell Group had indicated concerns to the UKBA, particularly regarding student and staff recruitment and the issuing of visas.

(by the Director of HR)

- (b) That Certificates of Sponsorship would be distributed monthly, but there was uncertainty over whether they could be rolled over to the next month if unused.
- (c) That once allocations for Certificates of Sponsorship were used, there was no guarantee of the provision of further Certificates, with applications taking between one and six months to be confirmed.
- (d) That the intention was to continue to prioritise current Certificates of Sponsorship for use for new staff.

(by Chair of Board of Graduate Studies)

- (e) That the potential for fluidity in arrangements on the part of the UKBA remained unclear, particularly with regards to the process for immigration checking of external examiners.

RESOLVED:

That a follow up letter be would be sent by the Registrar to Jeremy Oppenheim, National Lead for Temporary Migration at the UK Border Agency, to highlight the issues in recent statements which were seen to run contradictory to the discussion at the meeting with him in October.

190/10-11 "The Importance of Teaching" white paper

RECEIVED:

The White Paper on "The Importance of Teaching" from the Department for Education (SC.137/10-11).

REPORTED: (by the Vice-Chancellor)

- (a) That there were far reaching implications resulting from the White Paper, with changes to teacher training models proposed.

(by the Deputy Registrar)

- (b) That the reference to "University Teaching Schools" may provide opportunities for engagement with some of the University's Trust School partners.
- (c) That the Student Recruitment and Admissions Office should consider the potential impact of the introduction of the English Baccalaureate on entry requirements for University degree courses.

191/10-11 Teach First bid

RECEIVED:

The Teach First ITT Funding Guidance and proforma for provision from the TDA (SC.121/10-11).

192/10-11 OFSTED Annual Report

RECEIVED:

The Annual Report of Her Majesty's Chief Inspector of Education, Children's Services and Skills 2009/10 (SC.140/10-11).

193/10-11 CBI/NUS employability guide

RECEIVED:

A note from UUK inviting members to submit case studies on employability for a forthcoming CBI-NUS report (SC.122/10-11).

REPORTED: (by the Registrar)

That the University was compiling a response with the Students' Union, to be submitted by Friday 3 December 2010.

194/10-11 Changes to QAA's Causes for Concern Scheme

RECEIVED:

A note from QAA highlighting changes to the "Causes for Concern" scheme (SC.136/10-11).

195/10-11 "Taken for a ride" bus campaign

REPORTED: (by the President of the Student's Union)

That the Students' Union was launching the "Taken for a ride" bus campaign to lobby for improved transport services.

196/10-11 University and Development: global co-operation

RECEIVED:

A note highlighting a new policy briefing from Universities UK on "University and Development: global cooperation" (SC.123/10-11).

197/10-11 UCAS provisional end of cycle report 2009/2010

RECEIVED:

A note from Universities UK, with the UCAS provisional end of cycle report 2009/2010 (SC.133/10-11).

JFB/KP/steersshare/minutes/201011/Nov10/29Nov10