

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Senate Steering Committee held on 5 June 2006

Present: Vice-Chancellor (Chair)  
Professor S Bassnett  
Professor L Bridges  
Professor A Caesar  
Professor Y Carter  
Professor J Jones  
Professor R Lindley  
Professor M Luntley  
Professor S B Palmer  
Professor H Thomas  
Professor M Whitby

Apologies: Professor M Smith.

In Attendance: Academic Registrar, Deputy Registrar, Director of Communication, Director of Estates, Director of Finance, Director of Personnel (from item 536/05-06), Registrar, University Secretary, Mrs H E Blunt, Ms Y Salter Wright, Ms N Snodgrass, for items 534/05-06 and 535/05-06 the Director of IT Services and the University Librarian, for item 537/05-06 the Senior International Liaison Officer (South Asia), for item 538/05-06 the Head of Student Finance.

526/05-06 Minutes

RESOLVED:

That the minutes of the meeting held on 22 May 2006 be approved.

527/05-06 Warwick Awards for Teaching Excellence (minute 519/05-06 refers)

CONSIDERED:

An oral report from the Pro-Vice-Chancellor (Teaching and Learning) on the proposed award by the WATE assessment panel of the Butterworth Memorial Award for 2005/06 to Dr Z Newby of the Department of Classics and Ancient History.

RESOLVED:

That the Steering Committee support and endorse the award of the 2005/06 Butterworth Memorial Award to Dr Z Newby.

528/05-06 HEIF3 (minute 517/05-06 refers)

REPORTED: (by the Registrar)

That the University had received feedback from the HEFCE on the HEIF3 assessment panel's consideration of the University's Bioventures proposal indicating that the Bioventures bid had been highly-ranked and that further clarification of the marking criteria used by the panel was currently being sought.

529/05-06 Leadership Foundation Fellowships Programme (minute 397/05-06 refers)

REPORTED: (by the Registrar)

That the University had received notification from the Leadership Foundation for Higher Education that the application submitted by the Academic Registrar for funding under the

Leadership Foundation Fellowships Programme had been successful and that an official announcement of all successful applicants was expected in September.

RESOLVED:

That the Steering Committee record its congratulations to the Academic Registrar on the successful outcome of his application to the Leadership Foundation.

530/05-06 HR Framework Agreement

REPORTED: (by the Vice-Chancellor)

(a) That the national AUT had indicated its support for the revised proposals put forward for the restructuring of the University's pay and grading arrangements as a component of its implementation of the HR Framework Agreement.

(b) That acceptance of the proposals by the local trades unions had not yet been secured.

531/05-06 AUT Industrial Action

REPORTED: (by the Vice-Chancellor)

That a letter had been forwarded to all members of academic staff providing an update on the University's arrangements for the conduct of examinations and assessments in the context of the ongoing AUT industrial action and requesting staff to indicate their intentions in regard to the execution of their contractual marking and assessment responsibilities.

532/05-06 The Times University League Tables 2006 (minute 503/05-06 refers)

CONSIDERED:

The 2006 University League Tables published by *The Times* on 5 June 2006 (SC.347/05-06, tabled at the meeting) together with oral reports from the Vice-Chancellor and the Deputy Registrar noting that institutions which had not reached the required reporting threshold in their response rates to the National Student Survey had received a nil score for this league table indicator.

RESOLVED:

That the Deputy Registrar and the Director of the Careers Service undertake further investigation into the graduate prospects indicator used in the compilation of league tables with a view to bringing forward a report to the Steering Committee at a future meeting.

533/05-06 Campus Life

CONSIDERED:

A report on significant developments in the following areas relating to Campus Life (SC.334/05-06) together with an oral report from the Pro-Vice-Chancellor (Campus and the Community):

- (a) Senior Tutor, Counselling and Disability Annual Reports 2004/05
- (b) Student Advice and Welfare Service Annual Report 2004/05
- (c) Leadership Foundation Project
- (d) Islamic Prayer Hall
- (e) Student Mental Health Co-Ordinator
- (f) Head of Residential Life
- (g) Warwick World Cup '06

RESOLVED:

- (a) That the Steering Committee record its gratitude to the Senior Tutor and the Senior Warden on their longstanding and valuable contributions to the work of the University and its best wishes for their forthcoming retirements.
- (b) That, in the light of the issues raised at the meeting concerning the role and remit of the Senior Tutor, Counselling and Disability Services, the Deputy Registrar and the Chair of the Board of Graduate Studies, in consultation with the Pro-Vice-Chancellor (Campus and the Community), take steps to develop a revised job description for the post of Senior Tutor.

534/05-06

IT Update

CONSIDERED:

A report providing an update on current developments and issues relating to IT within the University, including the email replacement project, a proposed University Password Policy, ongoing work to improve information security within the University and issues surrounding the management of electronic publishing throughout the University (SC.342/05-06) together with oral reports from the Director of IT Services and the Chair of the Faculty of Social Studies.

RESOLVED:

That the Director of IT Services undertake the following in the light of the issues raised in discussion at the meeting:

- (a) A review of the proposed 10MB limit on the size of email attachments under the new Microsoft Exchange system;
- (b) A review of the proposed University Password Policy in the context of the feasibility of introducing regular and mandatory password resets and a password scoring facility, with a view to bringing forward a revised and updated policy for consideration by the Steering Committee as part of the Report from the Information Policy and Strategy Committee to the Senate which would be considered at the meeting of the Senate Steering Committee on 19 June;
- (c) The development of a policy for the publication of electronic material within systems provided for the execution of official University business which provided read access to all such content by appropriately authorised staff;
- (d) A review of the space requirements identified in paper SC.342/05-06 for the IT infrastructure bid submitted as part of the University's overall bid to Advantage West Midlands for funding under the Science Cities initiative.

535/05-06

Library Update

RECEIVED:

A report providing an update on local and national developments relating to Library issues, including the Library refurbishment project, the periodicals review survey and reading list audit recently conducted by the Library, the Electronic Theses Online Service (EThOS) project, Library opening hours and the Learning and BioMed Grids (SC.336/05-06) together with an oral report from the University Librarian.

Faculty Issues(a) Faculty of Arts

## RECEIVED:

A report on current developments and issues of note within the Faculty of Arts, including the recent visit of the AHRC, Faculty research income, the Faculty Research Committee and the redevelopment of the Raffles coffee bar (SC.344/05-06) together with an oral report from the Chair of the Faculty of Arts.

REPORTED: (by the Chair of the Faculty of Arts)

That issues relating to the Faculty's submission of research bids to the AHRC would be discussed at the Faculty Away Day to be held on 3 November 2006.

(b) Faculty of Medicine

## RECEIVED:

A report on current developments and issues of note within the Faculty of Medicine, including the future development of the Gibbet Hill campus, recent research centre applications, visits of funding bodies to the University, senior academic appointments and the progress of the MSc in Implant Dentistry in Singapore and Dubai (SC.343/05-06) together with an oral report from the Dean of the Warwick Medical School.

REPORTED: (by the Dean of the Warwick Medical School)

- (i) That the GMC had indicated the desirability of a formal service-level agreement between the Warwick Medical School and the Leicester Medical School for the continued use by the WMS of the anatomy facilities at Leicester following the anticipated award by the GMC of independent degree-awarding powers to the WMS.
- (ii) That students currently enrolled on joint degree courses with the Leicester Warwick Medical Schools would be permitted to elect to receive single-status degrees.
- (iii) That the expression of interest submitted by University Hospitals Coventry and Warwickshire NHS Trust for a Specialist centre for Biomedical Research had been unsuccessful.

(c) Faculty of Science

## RECEIVED:

A report on current developments and issues of note within the Faculty of Science, including the election of Professor P Woodruff as a Fellow of the Royal Society, issues raised within the Faculty in regard to the specifications and limitations of the new email system, integrated M-level qualifications, the operation of the Faculty Advisory Board and Faculty research income (SC.345/05-06).

REPORTED: (by the Pro-Vice-Chancellor {Research})

That the development of direct short-term secondment activity between the University and industry would be facilitated by funding made available through the University's HEIF3 formula funding allocation and that it was anticipated that this would be undertaken by the end of the calendar year.

(d) Faculty of Social Studies

CONSIDERED:

A report on current developments and issues of concern within the Faculty of Social Studies, including the successful progress of the second phase of refurbishment of the Social Studies Building, discussions in regard to an international strategy for the Faculty and the University more widely and issues relating to the effectiveness of the Faculty Advisory Board (SC.346/05-06) together with an oral report from the Chair of the Faculty of Social Studies.

REPORTED: (by the Pro-Vice-Chancellor {International Affairs and Equal Opportunities})

That the first issue of the Warwick International Newsletter would be published in the coming week.

RESOLVED:

That it was the view of the Committee that the Chair of the Faculty of Social Studies should continue to pursue the appointment of new external members on the Social Studies Faculty Advisory Board, noting that consideration would be given to how the Board could increase its effectiveness at the next meeting of the Strategy Committee.

537/05-06 Science and Innovation Investment Framework 2004-2014 (minute 516/05-06 refers)

CONSIDERED:

The University's submission to UUK in response to the consultation document "Science and Innovation Investment Framework 2004-14: Next Steps" to inform the UUK response to this document (SC.335/05-06).

RESOLVED:

That the Deputy Vice-Chancellor and the Registrar develop the University's response to the Science and Innovation Investment Framework consultation document for submission to the Office of Science and Technology for consideration by the Steering Committee at its next meeting on 12 June 2006.

538/05-06 UK-India Education and Research Initiative

CONSIDERED:

A paper prepared by the Academic Registrar on the call for bids for the UK-India Education and Research Initiative (UKIERI) together with UUK Information Note I/06/56, a summary of the information from the UKIERI website on research collaboration and a paper from the Chair of the Board of Graduate Studies providing background information on the initiative and a report on the outcome of the UKIERI conferences held in New Delhi in March (SC.338/05-06).

REPORTED:

(by the Academic Registrar and the Senior International Liaison Officer {South Asia})

That a number of departments had expressed interest in bidding for funding under UKIERI and that the International Office was currently conducting significant discussions with the Warwick Manufacturing Group on the potential submission of a bid from the WMG.

RESOLVED:

That the Steering Committee support and endorse the submission by the University of a major bid for funding under UKIERI.

539/05-06 Instalment Arrangements for Student Fees

CONSIDERED:

Proposed changes to the instalment profiles by which student fees are collected for the academic year 2006/07 onwards (SC.339/05-06) together with an oral report from the Head of Student Finance.

RESOLVED:

That the proposed changes to fee collection arrangements for all self-funded students from the start of the academic year 2006/07 be approved as set out in paper SC.339/05-06.

540/05-06 The 'Single Conversation': Pilot Study and Sector-Wide Implementation

RECEIVED:

A copy of a letter from the HEFCE providing further information on preparations for the proposed sector-wide implementation of the new 'single conversation' accountability process in 2007 and the institutions participating in the pilot study to be conducted in 2006 (SC.340/05-06).

541/05-06 Assessment of Institutional Risk

RECEIVED:

A copy of a letter from the HEFCE providing notification that the University had not been assessed to be at higher risk in the HEFCE's institutional risk assessments (SC.341/05-06).

542/05-06 Senate Business

RESOLVED:

- (a) That the Report from the Board of the Faculty of Social Studies be revised in line with (i) and (ii) below and deferred to the meeting of the Senate to be held on 28 June 2006:
- (i) That the draft Constitution for the proposed new Research Centre for Rights, Equality and Diversity be amended in the light of discussion at the meeting.
  - (ii) That the proposed changes to Ordinance 9 on the Board of the Institute of Education be not recommended for approval and that the Chair of the Faculty and the University Secretary discuss with the Director of the Institute of Education the implications of removing the Board of the Institute of Education from the University Ordinances in order to align it with similar advisory boards within the University, with a view to bringing forward revised proposals to a future meeting of the Senate.
- (b) That the remaining comments and recommendations of the Steering Committee on items of business for the meeting of the Senate to be held on 14 June 2006 be as set out in the papers circulated for the meeting of the Senate.