

## THE UNIVERSITY OF WARWICK

### Minutes of the Meeting of the Steering Committee held on 7 March 2005

Present: Vice-Chancellor (Chair)  
Professor A Caesar  
Professor R G Dyson  
Professor J Jones  
Professor I Lauder  
Mr S Lucas  
Professor M Luntley  
Professor H Thomas  
Professor M Whitby

Apologies: Professor Y Carter, Professor A Easton, Professor S B Palmer, Academic Registrar, Registrar.

In Attendance: Director of Academic and Student Affairs, Acting Director of Finance, Director of Personnel, University Secretary, Mrs H E Blunt, Ms N Snodgrass, for item 303/04-05 the Director of Development and Alumni Relations.

297/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 28 February 2005 be approved.

298/04-05 Warwick in Asia

RECEIVED:

An oral report from the Vice-Chancellor on recent developments relating to the Warwick in Asia initiative.

299/04-05 Vice-Chancellor's Business

RECEIVED:

An oral report from the Vice-Chancellor on the speech made by the Chancellor of the Exchequer on 21 February 2005 at the Academy of Social Science in Beijing, China.

RESOLVED:

That a copy of the speech by the Chancellor of the Exchequer be circulated for information to members of the Steering Committee.

300/04-05 Secondary PGCE OFSTED Results

CONSIDERED:

A summary report from the Director of the Institute of Education outlining the interim verbal feedback received by the Institute on the recent OFSTED inspections of the Institute's Secondary PGCE course, prior to official confirmation of the inspection outcome following the final inspection visit and national moderation by OFSTED in summer 2005 (SC.193/04-05, tabled at the meeting).

RESOLVED:

That the Steering Committee record its congratulations to members of staff in the Institute of Education on the outstanding OFSTED results achieved for the academic year 2004/05.

301/04-05 Warwick Business School Quarter-End Report

CONSIDERED:

The 2<sup>nd</sup> quarter statement from the Warwick Business School for the financial year 2004/05 (SC.190/04-05) together with an oral report from the Dean of the Warwick Business School.

RESOLVED:

- (a) That the 2<sup>nd</sup> quarter statement for the Warwick Business School Devolved Budget for the financial year 2004/05 be noted and approved as set out in paper SC.190/04-05.
- (b) That the Five year Plan for Warwick Business School, currently being prepared, take account of the demographic changes consequent upon the shift in recruitment from MBA to Executive programmes and the likely impact of this shift on staffing arrangements in the School.

302/04-05 HR Issues

CONSIDERED:

A paper on current HR issues within the University including updates on the implementation of the HR Framework Agreement, Warwick HRI, fixed term contracts and the annual cost of living increase (SC.189/04-05) together with an oral report from the Director of Personnel.

REPORTED: (by the Director of Personnel)

That the Universities and Colleges Employers Association (UCEA) would be launching a consultation exercise on the annual cost of living increase within the next two weeks, following notification of HEFCE recurrent funding for the academic year 2005/06.

REPORTED: (by the Pro-Vice-Chancellor {Teaching and Learning})

That the Vice-Chancellor of the University of Westminster had made a presentation on the annual cost of living negotiations at the recent Universities UK meeting.

RESOLVED:

- (a) That a letter be drafted to the Vice-Chancellor of the University of Westminster seeking his views on a two-year pay deal with UCEA in regard to annual cost of living negotiations.
- (b) That discussions on the future academic grade structure take place in the late spring and early summer, including consultation with the AUT and taking into account the views expressed at the meeting, with a view to proposals for a new or revised academic grade structure being brought forward for consideration and approval by the Senate and the Council at their meetings in the Summer term.

303/04-05 40<sup>th</sup> Anniversary Dinner

RECEIVED:

An oral report from the Director of Development and Alumni Relations on proposed arrangements for the University's 40<sup>th</sup> Anniversary Dinner to be held on 13 July 2005.

RESOLVED:

- (a) That the 40<sup>th</sup> Anniversary Dinner be badged specifically as a University 40<sup>th</sup> Anniversary event, separate from the Summer Degree Congregation celebrations, and that the Dinner be a black-tie event.

- (b) That responsibility for the organisation of the 40<sup>th</sup> Anniversary Dinner rest with the Development and Alumni Relations Office in consultation with the Vice-Chancellor's Office.

304/04-05 National Centre for Excellence in the Teaching of Mathematics

CONSIDERED:

The University's draft tender bid to the Department for Education and Skills to host the National Centre for Excellence in the Teaching of Mathematics (NCETM) (SC.191/04-05).

RESOLVED:

That the draft NCETM tender document be approved as set out in paper SC.191/04-05 for submission to the DfES by the deadline of 11 March 2005, on the understanding that there would be further revisions to the document prior to submission and subject to approval of the financial element of the bid by the Acting Director of Finance.

305/04-05 RAE 2008 Sub-Panel Membership

RECEIVED:

Notification of the appointment of University representatives to the membership of RAE 2008 sub-panels (SC.192/04-05).

306/04-05 Appointment of Representatives of the Senate to the Council

REPORTED: (by the University Secretary)

That one nomination had been received by the deadline of 4 March for appointment to the membership of the Council as a representative of the Senate, to fill the vacancy occasioned by the resignation of Professor C Davis, and that this nomination would be put forward for consideration by the Senate at its meeting on 9 March.

307/04-05 Senate Business

RESOLVED:

- (a) That, should the Senate be minded to approve the establishment of a Working Party on Academic Organisation Structure as proposed in paper S.26/04-05, the membership of this Working Party comprise the following, noting that the appointment of the Chair of the Working Party would be confirmed at a later date following consultation with the Deputy Vice-Chancellor:

Chairs of the Boards of the Faculties  
Professor A McFarlane  
Professor A Harris  
Professor S Bright  
Registrar  
Director of Personnel  
University Secretary

- (b) That the comments and recommendations of the Steering Committee on items of business for the meeting of the Senate to be held on 9 March 2005 be as set out in the papers circulated for the meeting of the Senate.

308/04-05 Universities UK Meetings

RECEIVED:

An oral report from the Pro-Vice-Chancellor (Teaching Quality) on the Universities UK meetings held on 3 and 4 March 2005 at which various topics were discussed, including post-qualification applications, the Bologna process, the RAE 2008, better regulation issues and 14 – 19 curriculum reform.

309/04-05 Institute of Race Relations

REPORTED: (by the Chair of the Graduate School)

That the Charity Commission had approved the transfer of all assets of the Institute of Race Relations to the University, should the University approve the acquisition of the IRR Library.

310/04-05 Warwick Medical School

REPORTED: (by the Dean of the Leicester Warwick Medical Schools)

- (a) That permission from the HEFCE and the Department of Health had been received for overseas student numbers in the Warwick Medical School to comprise a maximum of 7.5% of the total student cohort.
- (b) That approval from the Department of Health had been granted for the incorporation of senior academic general practitioners into the new consultant contract implemented for hospital-based consultants.

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08/03/05