

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 7 November 2005

Present: Deputy Vice-Chancellor (Chair)
Professor S Bassnett
Professor L Bridges
Professor A Caesar
Professor J Jones
Professor I Lauder
Professor R Lindley
Professor M Luntley
Professor M Smith
Professor H Thomas
Professor M Whitby

Apologies: Vice-Chancellor, Director of Estates.

In Attendance: Academic Registrar, Acting Director of Finance, Director of Communication, Director of Personnel, Registrar, University Secretary, Mrs H E Blunt, Ms N Snodgrass, for item 117/05-06 the Senior Assistant Registrar (Teaching Quality), for item 119/05-06 the International Liaison Officer (India, Nepal and Bhutan).

112/05-06 Minutes

RESOLVED:

That the minutes of the meeting held on 31 October 2005 be approved subject to amendment to minute 99/05-06 as follows: (deletions struck through)

RESOLVED:

That the Pro-Vice-Chancellor responsible for International Affairs review the University's membership of the European Consortium of Innovative Universities (ECIU) notwithstanding the University's existing commitment to host the ECIU Executive Board meeting in November 2005 ~~and a significant ECIU event in 2006.~~

113/05-06 International Issues (minute 99/05-06 refers)

RESOLVED:

That a decision on whether to retain the University's membership of the European Consortium of Innovative Universities (ECIU) be taken by the Pro-Vice-Chancellor responsible for International Affairs in the light of the outcome of the ECIU Executive Board meeting to be held at the University on 18 November 2005.

114/05-06 Post-Qualification Applications Consultation (minute 98/05-06 refers)

RESOLVED:

That the final draft of the University's response to the DfES consultation paper 'Improving the Higher Education Applications Process' be brought forward for consideration by the Steering Committee on 21 November 2005 prior to submission of the University response to the DfES by the deadline of 5 December 2005.

115/05-06 Links with China and Japan

CONSIDERED:

An oral report from the Deputy Vice-Chancellor on his recent visit to China, Taiwan and Japan.

RESOLVED:

- (a) That the Deputy Vice-Chancellor and the Pro-Vice-Chancellor (Research) discuss with the Vice-President responsible for International Affairs at Waseda University potential opportunities for collaboration between the two universities in the areas of nanotechnology and computer science.
- (b) That the Head of the School of Theatre, Performance and Cultural Policy Studies contact the Vice-President responsible for International Affairs at Waseda University to discuss potential opportunities for collaboration between the two universities in the area of performance studies.
- (c) That the Pro-Vice-Chancellor (Research) investigate the status of the Research Support Services database on publications by academic members of staff with a view to undertaking an analysis of the number of publications that have been translated into Chinese.

116/05-06

Campus Life

CONSIDERED:

A report on significant developments in the following areas relating to Campus Life (SC.70/05-06):

- (a) Allocation of residential accommodation for the academic year 2005/06
- (b) Social Facilities at Lakeside
- (c) Islamic Prayer Hall
- (d) Student Mental Health Co-Ordinator.

RESOLVED:

That the following issues be raised at the meeting of the Campus Life Committee to be held on 9 November 2005:

- (a) The need to ensure that the incorporation of plans for an expanded nursery into the overall plan for social facilities at Lakeside do not adversely affect the schedule for completion of these facilities.
- (b) Steps which might be taken to facilitate the integration of international staff into the University community in line with the arrangements currently in place for international students.

117/05-06

Teaching Quality

CONSIDERED:

A report from the Senior Assistant Registrar (Teaching Quality) on strategic developments in matters related to Teaching Quality (SC.70/05-06).

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

That the Aldwych Group had requested the adaptation of the National Student Survey (NSS) questionnaire to include an 'expectation' rating alongside the quality rating but that it was unlikely that this proposal, if approved, would be implemented in time for the 2006 NSS.

RESOLVED:

- (a) That the University continue to monitor the progress of implementation of the European Higher Education Area Qualifications Framework in order to assess the potential impact of the credit range assigned to second-cycle qualifications within the Framework on the status of one-year UK Masters degrees.
- (b) That the proposals for a revised University Learning and Teaching Strategy and e-Learning Strategy as set out in paper SC.70/05-06 be approved.
- (c) That the development of a new University Learning and Teaching Strategy be raised as an item for discussion at the next meeting of the Board of Graduate Studies and that the Senior Assistant Registrar (Teaching Quality) be invited to attend this meeting.
- (d) That any suggestions for potential new QAA auditors be forwarded to the Pro-Vice-Chancellor (Teaching and Learning) and the Senior Assistant Registrar (Teaching Quality).
- (e) That steps be taken to identify potential sources of funding for the provision of teaching and administration support for any new academic staff wishing to undergo QAA auditor training.

118/05-06

Faculty Issues

(a) Faculty of Science

RECEIVED:

An oral report from the Chair of the Faculty of Science on the following issues:

- (i) The progress and development of the Faculty of Science Advisory Board and the Centre for Scientific Computing.
- (ii) Concerns in regard to the migration of staff from Novell GroupWise to Microsoft Outlook and the need for migration to be as seamless as practicable.

(b) Faculty of Arts

RECEIVED:

An oral report from the Chair of the Faculty of Arts on the following issues:

- (i) Current discussions within the Faculty of Arts on the ongoing development of an alternative plan for academic development in Singapore.
- (ii) Arrangements for the relocation of departments within the Faculty to Millburn House and the need to maintain cohesion of the Faculty following the change to a split-site location.
- (iii) The provision of services and facilities in Raffles Coffee Bar.
- (iv) The provision and maintenance of audio-visual equipment within the Faculty, in particular for the Department of Film and Television Studies.
- (v) The format of and desirability of increasing the breadth of representation at Faculty of Arts Lunches.
- (vi) The successful recent meeting of the Faculty of Arts Advisory Board and arrangements for its next scheduled meeting.

REPORTED: (by the Deputy Vice-Chancellor)

That the Academic Resourcing Committee had recently approved the appointment of additional administrative staff in a number of departments within the Faculty of Arts.

(c) Faculty of Medicine

RECEIVED:

An oral report from the Chair of the Faculty of Medicine on the following issues:

- (i) The quality assurance of basic medical education (QABME) review of the Warwick Medical School to be carried out by the General Medical Council during 2005/06 noting that the first visit of the GMC would take place in January 2006.
- (ii) The development of a Warwick Medical School Quality Enhancement Group.
- (iii) The proposed internal restructuring of the Warwick Medical School.
- (iv) Collaboration with the Council of Heads of Medical Schools and Barts and The London, Queen Mary's School of Medicine and Dentistry on the development of an Assessment Centre and standardised admissions tests for prospective medical students.
- (v) Continuing space constraints on the Gibbet Hill campus in the context of the ongoing expansion of the WMS.
- (vi) The development of design plans for the Gibbet Hill Learning Grid.

RESOLVED:

- (i) That the issues of principle raised at the meeting in regard to the process of approval for the proposed partnership between the University of Warwick, Global Implant Training (GIFT) and the Institute for Dental Advancement (IDEA) for the delivery of the Warwick MSc in Implant Dentistry in Singapore be conveyed by the Chair of the Faculty of Medicine to relevant members of staff in the Warwick Medical School.
- (ii) That the financial plan currently under preparation for the proposed partnership between the University, GIFT and IDEA be referred to the Academic Activities Sub-Committee of the Academic Resourcing Committee for consideration.

(d) Faculty of Social Studies

RECEIVED:

An oral report from the Chair of the Faculty of Social Studies on the following issues:

- (i) Issues relating to research within the Faculty, including the success of the Faculty Research Away Day held in July, the reconfiguration of the Faculty Research Committee, the development of bids for funding under the Research Councils UK Academic Fellowship Scheme.
- (ii) The development of an international strategy for the Faculty of Social Studies.
- (iii) The operation of the Faculty of Social Studies Advisory Board noting that nominations for new members of the Board were currently under consideration.
- (iv) The refurbishment of the Social Studies Building and the requirement for flexible 'soft' space to accommodate future expansion requirements.

119/05-06 UK-India Education and Research Initiative

CONSIDERED:

A report from the Academic Registrar on the establishment of a £10m fund for a UK-India Education and Research Initiative together with a copy of UUK Information Note I/05/148 (SC.74/05-06).

REPORTED: (by the Academic Registrar)

That bidding rules for funding under the UK-India Education and Research Initiative were expected to be published in January 2006.

RESOLVED:

That the Pro-Vice-Chancellors for Research and International Affairs, with support from Research Support Services and the International Office, take forward discussions with academic departments on the UK-India Education and Research Initiative with a view to the development of potential bids for funding in anticipation of the announcement of bidding details in January 2006.

120/05-06 International Student Enrolment Survey 2005/06

CONSIDERED:

The draft institutional response to UUK Information Note I/05/144 on the UUK International Student Enrolment Survey 2005/06 (SC.73/05-06).

RESOLVED:

- (a) That the draft institutional response to the UUK International Student Enrolment Survey be approved for submission to UUK by the deadline of 18 November subject to amendment along the lines discussed at the meeting.
- (b) That the Academic Registrar prepare a detailed breakdown by different categories of students of the figures for international and EU student populations by country as set out in Table 3 of paper SC.73/05-06 for inclusion in the next International Issues update to be brought forward for consideration by the Steering Committee.

121/05-06 Academic Staff Unions' 2006 Pay Claim

CONSIDERED:

Update 05/82 from the Universities and Colleges Employers Association (UCEA) on the academic staff unions' pay claim for 2006 and inviting HEIs in England to provide background information to UCEA to inform a full UCEA response (SC.80/05-06).

RESOLVED:

That the Director of Personnel prepare the University's response to UCEA Update 05/82 for submission to UCEA by the deadline of 17 November 2005.

122/05-06 Department of Health Consultation on NHS Research Strategy: UUK Response

RECEIVED:

UUK Information Note I/05/150 on UUK's response to the Department of Health consultation 'Best Research for Best Health: a New National Health Research Strategy' (SC.78/05-06).

123/05-06

Widening Participation Funding for Part-Time Students

RECEIVED:

A copy of an email from the HEFCE on the allocation of an additional £40m in overall widening participation funding for the academic years 2006/07 and 2007/08 (SC.79/05-06).

cec\ns\shared\steer-share\Mins 05-06\stg07-11-05
11/11/05