

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 1 November 2004

Present: Vice-Chancellor (Chair)
Professor L Bridges
Professor A Caesar
Professor R Dyson
Professor A Easton
Professor J Jones
Mr S Lucas
Professor M Luntley
Professor S Palmer
Professor M Whitby

Apologies: Professor Y Carter, Professor H Thomas.

In Attendance: Academic Registrar, Director of Academic and Student Affairs, Director of Communication, Director of Personnel, Finance Director, Registrar, University Secretary, for item 71/04-05 Acting Senior Assistant Registrar (Planning), Ms N Snodgrass.

67/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 25 October 2004 be approved, subject to the amendment of minute 62/04-05 as follows: (deletion struck through)

RESOLVED:

That a Capital Projects Appraisal Group be established with the following membership and terms of reference:

Membership

Professor J Jones (Chair)
A Chair of a Faculty Board
A senior member of academic staff from a different Faculty ~~Board~~, appointed by the Steering Committee
Finance Director
Estates Director

68/04-05 EPSRC Science and Innovation Awards (minute 55/04-05 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That the bid from the Department of Statistics had been selected for submission to the EPSRC on the strength of its academic case as well as its tactical advantage over competitors in the field.

69/04-05 CETL Bids (minute 54/04-05 refers)

REPORTED: (by Professor Whitby)

That the final University bids for Stage Two of the Centres for Excellence in Teaching and Learning (CETL) initiative had been submitted to the HEFCE by the deadline of 29 October and that the outcome of the bids would be announced at the end of January 2005.

70/04-05 Guidance Letter from the Secretary of State to the Director of Fair Access

CONSIDERED:

A formal letter of guidance from the Secretary of State to the Director of Fair Access (SC.43/04-05).

REPORTED: (by the Vice-Chancellor)

That John Rushforth, Director of Widening Participation at HEFCE, had been appointed as the Deputy Director of the Office for Fair Access (OFFA).

RESOLVED:

- (a) That the Head of Student Finance bring forward proposals for the development of a University undergraduate student bursary scheme, in line with the University's widening participation agenda and its obligations under the HE Act, for consideration by the Steering Committee at the end of November.
- (b) That it be noted that the proportion of funding which the University had determined should be allocated to bursaries and outreach activities would be in the region of 30% of the total additional fee income accruing from 'top-up' fees from 2006.
- (c) That the Deputy Director of Student Recruitment and Admissions bring forward the draft University Access Agreement, due for submission to OFFA in January 2005, for consideration by the Steering Committee as soon as practicable.

71/04-05 Student Admissions and Fees 2004/05

RECEIVED:

The final report from the Academic Office on the projected student population against budget plan for undergraduate and postgraduate home/EU and overseas students for 2004/05 (SC.46/04-05).

72/04-05 14-19 Reform Working Group Final Report: Summary for HEIs (minute 59/04-05 refers)

RECEIVED:

The summary of the Tomlinson Report published specifically for Higher Education Institutions (SC.44/04-05).

73/04-05 National Student Survey

CONSIDERED:

A report on the issues surrounding the implementation and operation of the National Student Survey (NSS) together with a letter from the Students' Union to the HEFCE detailing the objections of the Students' Union to the NSS and the consultation process conducted by the HEFCE (SC.39/04-05).

RECEIVED:

An oral report from the President of the Students' Union on the co-operation of Students' Unions in other institutions, including the University of Liverpool, in communicating to the HEFCE similar objections to the NSS and the HEFCE's consultation process.

RESOLVED:

- (a) That the Steering Committee be kept informed by the Students' Union of any response received from the HEFCE to their concerns about the NSS.
- (b) That, for the present, the University comply with the requirement of the HEFCE to provide contact details for all relevant students in the University by the end of November 2004.

74/04-05

WMG: Proposal for a New Collaborative Partnership and Procedural Document for New Collaborative Ventures

CONSIDERED:

A report from the Senior Assistant Registrar (Teaching Quality) (SC.40/04-05) and an oral report from the Pro-Vice-Chancellor (Quality) on the following:

- (a) a proposed University procedure for the approval of collaborative partnership proposals to facilitate full academic and financial planning processes for such ventures.
- (b) a proposal from the Warwick Manufacturing Group for a new collaborative venture with the Universiti Tenku Abdul Rahman (UTAR).

RESOLVED:

- (a) That consideration of the WMG's proposed new collaboration with UTAR be deferred to a future meeting of the Steering Committee pending provision of the following additional information by the WMG in conjunction with the Senior Assistant Registrar (Teaching Quality) and the Finance Director:
 - (i) more detailed information on the proposed partner UTAR including its academic strengths.
 - (ii) any in principle issues the proposed partnership might raise for the University more widely, including any potential impact upon the Warwick in Asia initiative.
- (b) That the proposed University procedure for the approval of collaborative partnership proposals (SC.40/04-05) be welcomed and revised for consideration at a future meeting to take account of the following points:
 - (i) That the Senior Assistant Registrar (Teaching Quality) have overall responsibility for co-ordinating and overseeing the implementation of the proposed University collaborative venture procedure.
 - (ii) That the academic department putting forward the collaboration proposal be normally invited to attend the meeting of the Steering Committee at which the proposal would be considered.
 - (iii) That provision be made within the procedure for proposals deemed to be uncontroversial to be considered by the Vice-Chancellor on behalf of the Steering Committee.

75/04-05

WMG Exit Strategy from South Africa

CONSIDERED:

A proposal from the Academic Quality and Standards Committee for an exit strategy for the Warwick Manufacturing Group from its collaboration with da Vinci (formerly Warwick Institute, SA) (SC.49/04-05).

RESOLVED:

That the remaining students enrolled on Warwick courses delivered in South Africa in conjunction with da Vinci be permitted to continue their studies in accordance with the current approved University Course Regulations for the programme in question, which required students to complete and pass nine modules, with no requirement to travel to the UK to complete any further modules.

76/04-05 Proposed Amendment to ITT Inspection

CONSIDERED:

The response from the Institute of Education to the OFSTED/TTA consultation on changes to the arrangements for the inspection of Initial Teacher Training (SC.41/04-05).

RESOLVED:

That the response from the Institute of Education be approved and submitted to OFSTED/TTA by the deadline of 8 November 2004.

77/04-05 Leadership Foundation for Higher Education

RECEIVED:

- (a) The 2003/04 Annual Report of the Leadership Foundation for Higher Education (LFHE) (SC.42/04-05).
- (b) The LFHE's official prospectus for the Leadership Foundation Fellowships Programme, calling for applications from individuals leading change management projects in UK HEIs (SC.47/04-05).

RESOLVED:

That any suggestions for nominations for the Leadership Foundation Fellowships Programme be forwarded to the University Secretary before the next meeting of the Steering Committee on 8 November.

78/04-05 Committee Membership

RESOLVED:

- (a) That Professor R Critoph be appointed to the membership of the Building Committee in place of Professor A Oswald.
- (b) That Professor A Caesar and Professor R Lindley be appointed to the membership of the Capital Projects Appraisal Group.

79/04-05 Capital Developments

RECEIVED:

An oral report from the Vice-Chancellor on the University's future capital development.

RESOLVED:

That the Assistant Registrar (Space Management and Timetabling) be requested to undertake an assessment of the University's projected future requirements for office and teaching space in the light of approved and potential capital developments or relocation of existing departments, taking into account fitness for purpose issues, with a view to bringing forward an initial report to the Steering Committee by the end of the Autumn term.

80/04-05 RAE Panel Secretaries

REPORTED: (by the Deputy Vice-Chancellor)

That Dr G Carden and Ms N Owen had been appointed as RAE 2008 Panel Secretaries to, as yet, unconfirmed RAE Panels.

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