

## THE UNIVERSITY OF WARWICK

### Minutes of the Meeting of the Steering Committee held on 1 September 2003

- Present: Vice-Chancellor  
Professor Bassnett  
Professor Dyson  
Professor Jones  
Professor Lauder  
Professor McCrae  
Professor Thomas  
Professor Whitby
- Apologies: Professor Easton, Mr R Jones, Professor Mullender, Professor Palmer, Administrative Secretary, Ms A Goodall.
- In Attendance: Registrar, Academic Registrar, Finance Director, Miss E Clewlow, for item 554/02-03  
Mr P Greatrix, for item 559/02-03 Mr K Sloan.

549/02-03 Minutes

RESOLVED:

That the minutes of the meeting held on 18 August 2003 be approved.

550/02-03 Review of Research Funding Method (minute 520/02-03 refers)

RECEIVED:

An oral report from the Registrar on the likely implications for the University and its performance in media League Tables of the revised methodology proposed by the HEFCE for the identification of '6\*' departments, on the basis of which Applied Mathematics, Statistics and Theatre Studies would be the University's '6\*' departments.

551/02-03 Golden Hellos (minute 535/02-03 refers)

REPORTED: (by the Registrar)

That the University had accepted its institutional allocation of funding from the HEFCE Staff Recruitment Incentives Scheme and that a paper by the Director of Personnel Services on its utilisation would be brought forward for consideration by the Committee at its next meeting.

552/02-03 CHeSS (minute 494/02-03 refers)

REPORTED: (by Professor Dyson)

That he was endeavouring to make contact with the Director of CHeSS to articulate the need for the production of an academic plan for the Centre for Health Service Studies and its role in determining the future of the Centre.

RESOLVED:

That the feasibility of establishing a code of practice for the maintenance of contact between the University and members of staff on study leave be explored.

553/02-03 Centre for Scientific Computing (minute 529/02-03 refers)

- (a) That the Group established to undertake a review of the Centre for Scientific Computing would consist of the following:

Professor J Jones (Chair)  
 Chair of the Board of the Faculty of Science  
 Chair of the School of Engineering  
 Dr I Nussey  
 Dr D Law (Secretary).

- (b) That the Review Group would seek to review the organisation and leadership of the Centre for Scientific Computing and examine the Centre's progress in relation to its existing academic plan with a view to bringing forward a report for consideration by the Steering Committee before Christmas 2003.

554/02-03 Working Group on Student Support and Guidance (minute 547/02-03 refers)

REPORTED:

That the Working Group on student support and guidance would consist of the following with terms of reference as set out in paper SC.272/02-03:

Professor Bassnett (Chair)  
 Dr K O'Brien  
 Dr P Taylor  
 Mr R Leng  
 Dr P O'Hare  
 Ms F Miles  
 Mr P Greatrix (Secretary).

RESOLVED:

That the Working Group bring forward by mid-October a preliminary analysis of the student support and guidance systems currently in place within academic departments to inform consideration by the Steering Committee of the means by which the future development and improvement of these systems might be best effected.

555/02-03 Remuneration Committee: 16 September

REPORTED: (by the Vice-Chancellor)

That submissions for consideration by the Remuneration Committee at its meeting on 16 September should be received by the Vice-Chancellor's Office by 10 September at the latest.

556/02-03 Meeting with Heads of Departments: 3 October

REPORTED: (by the Vice-Chancellor)

That, in the interests of promoting discussion and improving internal communications, he proposed to establish a half away day between members of the Steering Committee and Heads of Departments (defined as those responsible for teaching programmes as well as research) to take place on an annual or biannual basis, the first of which would take place on 3 October 2003.

557/02-03 Social Gathering for Committee Members

REPORTED: (by the Vice-Chancellor)

That he wished to invite members of the Steering Committee and their partners to a social gathering at Cryfield Farm House on the afternoon of 4 October 2003.

558/02-03 University Vehicles

## RESOLVED:

That the older of the University's cars be replaced with a leased Jaguar given the cost effectiveness of the preferential leasing arrangement currently on offer to the University through the agency of the Chancellor as Chief Operating Officer of the Ford Motor Company and former Chairman of Jaguar Cars Ltd and in view of the University's links with Jaguar as a local company.

559/02-03 Undergraduate Intakes

## CONSIDERED:

A report on the predicted intake figures for Home/EU and Overseas undergraduates for entry in September 2003 (SC.275/02-03) together with an oral report from the Director of Student Recruitment and Admissions.

## RESOLVED:

- (a) That the Steering Committee record its thanks to all staff who had contributed to the success of the student recruitment and admissions process.
- (b) That the reasons for the variance in levels of overseas recruitment between science disciplines be further investigated with a view to exploring the opportunities for increasing intakes into those subjects that currently admitted few students.

560/02-03 HEFCE Financial Memorandum

## RECEIVED:

Part 2 of the Financial Memorandum between the HEFCE and the University 2003-2004 (SC.270/02-03) together with an oral report from the Finance Director noting that the University would receive c.£195k more than originally provided for in the University Financial Plan as a result of additional funding for Widening Access and Improving Retention and for Golden Hellos.

561/02-03 Reviews of Research and Teaching Funding

## CONSIDERED:

- (a) HEFCE consultation document August 2003/38 'Review of Research Funding Method' (SC.269/02-03).
- (b) HEFCE consultation document August 2003/42 'Developing the Funding Method for Teaching from 2004-2005' (SC.276/02-03).

## REPORTED: (by the Vice-Chancellor)

That he intended to make a robust personal response to the HEFCE consultation on proposals for 'Improving Standards in Postgraduate Research Degree Programmes' noting in particular the potential impact of the proposals upon academic autonomy.

## RESOLVED:

- (a) That the University's draft response to the formal consultation document on 'Improving Standards in Postgraduate Research Degree Programmes' would be brought forward for consideration by the Committee at a future meeting before the deadline of 30 September.
- (b) That the Registrar identify a member of staff to examine in detail the proposals contained in the HEFCE consultation documents reviewing the funding methods for teaching and research.

- (c) That Professor Dyson establish a Group, the membership to be agreed outside the meeting, to consider the broader implications of the proposals contained in the HEFCE consultation documents reviewing the funding methods for teaching and research in order to bring forward the University's response to the consultation.

562/02-03 Exchange Agreement with City University of Hong Kong (minute 540/02-03 refers)

CONSIDERED:

Clarification from the Director of the International Office regarding the level of student interest in and the strategic importance of the proposed partnership agreement with the City University of Hong Kong (SC.273/02-03).

RESOLVED:

That the proposed partnership agreement between the Department of Politics and International Studies and the City University of Hong Kong be approved as set out in paper SC.260/02-03, it being noted that the partnership would be presented as one of a range of exchange arrangements in which the University was involved.

563/02-03 City of Coventry Ambassadors (minute 525/02-03 refers)

RECEIVED:

An oral report from the Registrar on the background to the City of Coventry Ambassadors Group.

RESOLVED:

That Professor Bassnett continue to keep the Committee informed of the activities of the City of Coventry Ambassadors Group.

564/02-03 Queen's Awards for Enterprise (minute 541/02-03 refers)

CONSIDERED:

Criteria for the Queen's Awards for Enterprise (SC.277/02-03).

RESOLVED:

That the Registrar establish and chair a Group, the membership of which would include the Dean of the Warwick Business School, to identify eligible projects and formulate applications for the Queen's Awards for Enterprise along the lines discussed at the meeting.

565/02-03 UK Science and Europe

RECEIVED:

UUK Information Note I/03/75 on the House of Commons Science and Technology Committee's report 'UK Science and Europe: Value for Money' (SC.271/02-03).

566/02-03 SRIF2 Funding

REPORTED: (by the Registrar)

That the University's bids to the HEFCE for the utilisation of the University's institutional allocation of Science Research and Infrastructure Funding had been approved.