

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 12 March 2007

Present: Vice-Chancellor (Chair)
Professor S Bassnett
Professor L Bridges
Professor A Caesar
Professor Y Carter (until item 405/06-07)
Mr B Duggan
Professor J Jones (from item 401/06-07)
Professor R Lindley (from item 401/06-07)
Professor M Luntley
Professor S B Palmer (until item 406/06-07)
Professor M Smith
Professor M Whitby

Apologies: Professor H Thomas, Director of Finance, Director of Communication.

In Attendance: Academic Registrar, Director of Estates, Registrar, University Secretary, Ms N Snodgrass, for item 402/06-07 the Senior Assistant Registrar (Governance), for items 403/06-07 and 404/06-07 the Director of Research Support Services, for item 405/06-07 the Director of Warwick HRI, for item 406/06-07 the Director of the Centre for Lifelong Learning.

396/06-07 Minutes

RESOLVED:

That the minutes of the meeting held on 5 March 2007 be approved.

397/06-07 Recurrent Funding 2007/08: Membership of Working Group (minute 382/06-07 refers)

REPORTED: (by the Registrar)

That the proposed membership of the working group to be established to consider and recommend means by which the level of grant received by the University through the new Business Research element of QR funding might be increased would shortly be finalised and would be brought forward for consideration by the Steering Committee at its next meeting.

398/06-07 National Student Survey (minute 376/06-07 refers)

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

That the University's institutional response rate to the 2007 National Student Survey had now increased to 28.05% against the 40% target and that steps were continuing to be taken to encourage all eligible students to participate in the Survey.

399/06-07 Delivery Partnership: Improving the Higher Education Applications Process (minute 383/06-07 refers)

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

That a consultation would shortly be launched by UUK on the proposed introduction of the 'gathered field' concept as part of the proposals for improvements to the higher education applications process.

400/06-07 General Secretary of UCU

REPORTED: (by the Vice-Chancellor)

That Ms Sally Hunt had been elected as the first General Secretary of the University and College Union (UCU) with a 52% majority vote and a turnout of 13.95%.

401/06-07 University Strategy

CONSIDERED:

The draft University Strategy document to be considered by the Senate at its meeting to be held on 14 March 2007 (S.23/06-07) together with an oral report from the Vice-Chancellor.

RESOLVED:

That the Steering Committee support and welcome the draft University Strategy document and that the draft Strategy be recommended to the Senate for approval.

402/06-07 Risk Status Summary

CONSIDERED:

The revised University Risk Status Summary Report as at February 2007 for significant University risks identified for the academic year 2006/07 (SC.257/06-07) together with an oral report from the Senior Assistant Registrar (Governance).

RESOLVED:

- (a) That the risk status for each of the University risks set out in the Risk Status Summary Report be approved subject to amendment of the risk status for F3 to reflect a higher risk profile, it being noted that the assessment of risk status represented residual risk following the implementation of appropriate management measures.
- (b) That the list of key University risks identified in the Risk Status Summary Report be submitted to the Council for consideration at its meeting to be held on 21 March 2007 and that this report incorporate information, where feasible within the time frame available, on the management measures being taken to mitigate each key University risk.
- (c) That a re-evaluation of the risk status definitions set out in paper SC.257/06-07 be undertaken with a view to achieving a more fine-grained methodology for the assessment of risk status for implementation with effect from the academic year 2007/08.
- (d) That consideration be given to the incorporation of trend analysis within future Risk Status Summary Reports to be brought forward for consideration by the Steering Committee and the Council.

403/06-07 Research and Innovation Update

CONSIDERED:

An update on current and projected future developments relating to the University's research and innovation activities (SC.258/06-07) together with an oral report from the Director of Research Support Services.

RESOLVED:

- (a) That future updates on the University's research and innovation activities include reports on the progress of University research grant and contract expenditure and the implications of project expenditure profiles for individual academic Departments as well as the University more widely.
- (b) That future policy items to be brought forward for discussion by the Steering Committee have an increased focus on issues of a key strategic nature.

404/06-07 Reform of Higher Education Research Assessment and Funding

RECEIVED:

HEFCE Circular letter number 06/2007 on plans for the future framework for the assessment and funding of research in higher education (SC.261/06-07).

405/06-07 WHRI Update

RECEIVED:

A report on recent developments at Warwick HRI, including the progress of transfer of WHRI staff to University terms and conditions, the outcome of the recent Glasshouse Review, and developments relating to teaching and research (SC.260/06-07) together with an oral report from the Director of Warwick HRI.

406/06-07 Essential Skills Professional Development Resource Centre

CONSIDERED:

A proposal for the acquisition by the University of the Essential Skills Professional Development Resource Centre of the Learning and Skills Council (SC.268/06-07) together with oral reports from the Registrar and the Director of the Centre for Lifelong Learning.

RESOLVED:

That the proposal for the acquisition by the University of the Essential Skills Professional Development Resource Centre (ESPDRC) and the incorporation of the ESPDRC into the Centre for Lifelong Learning be approved as set out in paper SC.268/06-07.

Note: The Vice-Chancellor declared a potential conflict of interest in respect of this item due to his membership of the Board of the CSWP and left the meeting. Discussion of this item was chaired by the Deputy Vice-Chancellor.

407/06-07 Review of Teaching Funding Method: Second HEFCE Consultation
(minute 283/06-07 refers)

CONSIDERED:

The University's draft response to the HEFCE's second consultation on proposed changes to its teaching funding methodology together with a copy of HEFCE document 2007/02 (SC.253/06-07).

RESOLVED:

That the draft institutional response to the HEFCE consultation on proposed changes to the teaching funding method be approved subject to minor amendments along the lines discussed at the meeting for submission to the HEFCE by the deadline of 5 April 2007.

408/06-07 Additional Student Numbers 2008-09

CONSIDERED:

Circular letter numbers 03/2007 and 04/2007 from the HEFCE on the allocation of funds for additional student numbers (ASNs) for the academic year 2008-09, including ASNs to be co-funded by employers, together with an update on HEFCE approaches to employer engagement following the publication of the final Report of the Leitch Review of Skills (SC.262/06-07 and SC.263/06-07).

RESOLVED:

That it was the view of the Committee that the University should not bid for ASNs in line with the provisions outlined in HEFCE circular letters 03/2007 and 04/2007 but that alternative opportunities for ASN funding should be explored with the HEFCE.

409/06-07 Wolfson Foundation CURL Library Programme (minute 379/06-07 refers)

CONSIDERED:

A paper prepared by the University Librarian on the financial elements of the draft full proposal to the Wolfson Foundation for funding under the second round of the Wolfson CURL Library Programme to support the development within the Library of a flagship postgraduate research support facility (SC.267/06-07) together with an oral report from the Chair of the Board of Graduate Studies.

RESOLVED:

That the Steering Committee approve the modified matched funding outlined in section 2(c) of paper SC.267/06-07 as the approach to be adopted in the University's proposal for funding under the Wolfson Foundation CURL Library Programme and that the final proposal be signed off by the Vice-Chancellor prior to submission to the Wolfson Foundation by the deadline of 16 March 2007.

410/06-07 Senate Business

RESOLVED:

That the comments and recommendations of the Steering Committee on the items of business to be considered at the meeting of the Senate to be held on 14 March 2007 be as set out in the papers circulated for the meeting of the Senate.

411/06-07 Meetings of the Steering Committee

REPORTED: (by the University Secretary)

- (a) That the training session for all members and attendees of the Steering Committee on fundraising and development techniques, to be conducted by the President and Chief Executive Officer of Grenzbach Glier & Associates, would be held on 19 March 2007 in place of the meeting of the Steering Committee (minute 276/06-07 refers).
- (b) That it was anticipated that the 'if-required' meeting of the Steering Committee to be held on 26 March 2007 would take place as planned.

412/06-07 Recurrent Grants for 2007/08

RECEIVED:

UUK Information Note 1/07/28 providing a summary of the main points of the document recently published by the HEFCE on the outcome of the recurrent grant allocation to the HE sector for 2007-08 together with a copy of HEFCE document 2007/06 (SC.265/06-07)

413/06-07 WMS Quarter-End Report

RECEIVED:

The 2nd quarter statement from the Warwick Medical School for the financial year 2006/07 (SC.259/06-07).

414/06-07 ARC Quarter-End Report

RECEIVED:

The 2nd quarter statement for non-devolved departmental budgets under the remit of the Academic Resourcing Committee for the financial year 2006/07 (SC.255/06-07).

415/06-07 New International Postgraduate Research Student Vetting Scheme

RECEIVED:

UUK Information Note 1/07/26 on the forthcoming introduction of the Academic Technology Approval Scheme, a new vetting scheme for international postgraduate research students to replace the Voluntary Vetting Scheme, together with a copy of a letter from the Foreign and Commonwealth Office on the new scheme (SC.264/06-07).

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