

## THE UNIVERSITY OF WARWICK

### Minutes of the Meeting of the Steering Committee held on 14 November 2005

Present: Vice-Chancellor (Chair)  
Professor S Bassnett  
Professor L Bridges  
Professor A Caesar  
Professor J Jones  
Professor M Luntley  
Professor S B Palmer  
Professor M Smith  
Professor H Thomas

Apologies: Professor Y Carter, Professor I Lauder, Professor R Lindley, Ms K Stark, Professor M Whitby, Academic Registrar, Director of Personnel, University Secretary.

In Attendance: Acting Director of Finance, Director of Academic and Student Affairs, Director of Communication, Director of Estates, Registrar, Mrs H E Blunt, Ms N Snodgrass, for items 131/05-06 and 132/05-06 the University Librarian and the Director of IT Services, for item 136/05-06 the Senior Assistant Registrar (Teaching Quality), for items 137/05-06 and 138/05-06 the Director of Operations and Planning.

129/05-06 Minutes

RESOLVED:

That the minutes of the meeting held on 7 November 2005 be approved.

130/05-06 Campus Life (minute 116/05-06 refers)

REPORTED:

(by the Chair of the Board of Graduate Studies)

(a) That the social facility at Lakeside and the replacement nursery facility would be housed in separate buildings and that completion of one facility would therefore not be dependent upon completion of the other.

(by the Director of Academic and Student Affairs)

(b) That a revised and updated financial plan for the replacement nursery facility was currently under preparation.

RESOLVED:

That it was the view of the Committee that both the replacement nursery and the social facility at Lakeside were projects of considerable importance for the University and should be taken forward in parallel as a matter of priority.

131/05-06 Library Update and Strategic Issues

CONSIDERED:

A report providing an update on local and national developments relating to Library issues, including Library service enhancements and developments, the progress of the Library refurbishment, developments in access to research outputs and scholarly communication, increased support for student information needs and a proposal for re-investment in the Eighteenth Century Collection OnLine (ECCO) (SC.84/05-06) together with an oral report from the University Librarian.

RESOLVED:

- (a) That the proposal for the re-investment of the original purchase cost of ECCO into a substitute package of resources in the ECCO portfolio be approved as set out in paper SC.84/05-06.
- (b) That outline design plans for the refurbishment of the University Library be included for information in the next Library update to be brought forward for consideration by the Steering Committee.
- (c) That the results and recommendations arising from the analysis of 2004/05 student reading lists currently being conducted by the Research and Innovation Unit (RIU) of the University Library be referred to the Board of Graduate Studies and the Academic Quality and Standards Committee and brought forward for consideration by the Steering Committee in due course.

132/05-06

IT Update

RECEIVED:

A report providing an update on current developments and issues relating to IT within the University, including the email replacement project, the outcome of surveys of customer satisfaction with central IT Services, the residential network and the staff-student computer purchase scheme (SC.86/05-06) together with an oral report from the Director of IT Services.

REPORTED: (by the Director of IT Services)

- (a) That the quotas to be applied on the amount of email storage available to staff and students within Squirrelmail and Microsoft Outlook would be introduced alongside a separate email archival system.
- (b) That migration of all staff and students to the new email systems was expected to be complete before the end of 2006.
- (c) That an Information Security Working Group chaired by the Chair of the Faculty of Social Studies had been established with the remit of overseeing and promoting information security awareness and understanding within the University.

133/05-06

Part-Time Student Support Package 2006/07

CONSIDERED:

UUK Information Note I/05/151 on the announcement by the DfES of an enhanced support package for part-time students to be introduced from 2006/07 (SC.88/05-06).

RESOLVED:

That the University continue to monitor the progress of changes to the arrangements for funding of part-time students in the context of the current HEFCE review of the teaching funding method, as an indicator of likely future changes to the wider teaching funding methodology.

134/05-06

Foundation Degree Review Survey Report

RECEIVED:

The report from the Quality Assurance Agency on the outcome of the survey commissioned by the HEFCE to follow up on the review of Foundation Degrees undertaken in 2002/03 (SC.87/05-06).

135/05-06

Campus Development Plan

CONSIDERED:

An oral report from the Director of Estates on the formal planning process for the Campus Development Plan.

REPORTED: (by the Director of Estates)

- (a) That it was anticipated that the University's planning application for its Campus Development Plan would go to Public Inquiry.
- (b) That the University would be required to demonstrate exceptional circumstances to justify development within the Green Belt, noting that possible expansion opportunities elsewhere in the region, potentially in collaboration with the University of Birmingham or with Advantage West Midlands, would need to be addressed.
- (c) That the University would be pursuing the removal of University land from the Green Belt through the Regional Spatial Strategy.

RESOLVED:

That a robust statement on the needs case for the development of University land within the Green Belt be prepared along the lines discussed at the meeting for inclusion within the University's formal planning application documents.

136/05-06

Degree Classifications and Credit Proposals (minute 60/05-06 refers)

CONSIDERED:

The draft University responses to the two consultations launched by the Measuring and Recording Student Achievement Steering Group on the future of the degree classification system and the development of a national credit framework for England (SC.85/05-06).

REPORTED: (by the Registrar)

That the issue of the bureaucratic burden associated with the implementation of a sector-wide system of degree classifications or national credit arrangements as proposed in the consultation documents from the Measuring and Recording Student Achievement Steering Group had been raised with the Higher Education Regulation Review Group.

RESOLVED:

- (a) That the draft institutional response to the consultation document on the development of a national credit framework, 'Proposals for National Credit Arrangements for the use of Academic Credit in Higher Education in England', be approved for submission to UUK by the deadline of 18 November 2005 as set out in paper SC.85/05-06.
- (b) That the draft institutional response to the consultation document on the future of the degree classification framework in England, 'UK Honours Degree: Provision of Information' be approved for submission to UUK by the deadline of 18 November 2005 subject to minor amendments along the lines discussed at the meeting.

137/05-06 University League Tables 2005

CONSIDERED:

An analysis of the University's performances in the University League Tables recently published by *The Sunday Times*, *The Times Higher Education Supplement* and Shanghai Jiao Tong University (SC.83/05-06) together with an oral report from the Director of Operations and Planning.

RESOLVED:

- (a) That the Academic Office identify those performance indicators of key importance to the University, including staff-student ratios and data from the DLHE survey, with a view to providing independent analysis of the University's league table rankings and maximising the University's performance within these selected performance indicators.
- (a) That the Director of Communication and the Director of Academic and Student Affairs take forward the development of proposals for potential collaborations with international media partners in the area of University League Table rankings and bring forward a report for consideration by the Steering Committee in due course.

138/05-06 Additional Student Numbers

RECEIVED:

A copy of a letter from the HEFCE providing confirmation of the University's allocation of 126 full-time equivalent additional student numbers (ASNs) for the academic years 2006/07 and 2007/08 and requesting the submission of further information for teaching funding purposes (SC.89/05-06) together with an oral report from the Director of Operations and Planning.

REPORTED: (by the Director of Operations and Planning)

- (a) That the University's 126 ASNs had been allocated to Business and Management, MSc courses within Warwick HRI and the MSc in Implant Dentistry.
- (b) That it was expected that notification of the outcome of the University's bid for approximately £30k in development funding for WHRI courses would be received within the next two weeks.

139/05-06 Warwick Undergraduate Aid Programme: Work-Study Opportunities

RESOLVED:

That the Director of Academic and Student Affairs prepare a report on detailed arrangements for the implementation and operation of the work-study element of the Warwick Undergraduate Aid Programme for consideration by the Steering Committee early in the Spring Term 2005/06.