

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 15 January 2007

Present: Vice-Chancellor (Chair)
Professor L Bridges
Professor A Caesar
Mr B Duggan
Professor J Jones
Professor R Lindley (until item 242/06-07)
Professor M Luntley
Professor S B Palmer
Professor H Thomas
Professor M Whitby

Apologies: Professor Y Carter, Professor M Smith, Director of Communication.

In Attendance: Director of Estates, Director of the International Office, Director of Finance, Registrar, University Secretary, Ms N Snodgrass, for item 238/06-07 the Head of the Department of Computer Science and Mr E Harcourt, for item 239/06-07 the Director of Warwick HRI, for item 242/06-07 the Director of Development and Alumni Relations, for item 243/06-07 the Director of the Warwick Arts Centre, for item 244/06-07 the Interim Director of Information Technology Services.

234/06-07 Minutes

RESOLVED:

That the minutes of the meeting held on 8 January 2007 be approved subject to amendment to minute 216/06-07 as follows: (amendments underlined)

RECEIVED:

UUK Information Note I/06/134 on the publication of the final Report from the Measuring and Recording Student Achievement Group (the Burgess Group) on national arrangements for the use of academic credit in higher education in England together with a copy of the final Report from the Burgess Group (SC.140/06-07).

235/06-07 Appointment of ESRC Board and Committee Members 2007 (minute 186/06-07 refers)

REPORTED: (by the Pro-Vice-Chancellor {Research})

That Research Support Services were in the process of coordinating the preparation of nominations from the University for appointment to the part-time membership of ESRC Boards and Committees in 2007 and that a report on nominations would be brought forward for the next meeting of the Committee to be held on 22 January.

236/06-07 Vice-Chancellor's Academic Investment Scheme

RECEIVED:

Oral reports from the Vice-Chancellor and Deputy Vice-Chancellor on the progress of recruitment to posts supported under the Vice-Chancellor's Academic Investment Scheme, noting that a shared process between the Finance, Personnel and Academic Offices had been set up with a view to improving the tracking of progress of these posts and that steps would be taken to ensure that advertisements for all remaining vacancies would be

processed by the end of January other than in those cases where discussions with the Vice-Chancellor were ongoing.

237/06-07 Higher Education Funding 2007-08

CONSIDERED:

A copy of the annual grant letter from the Secretary of State for Education and Skills to the HEFCE setting out the funding to be made available for higher education for the financial year 2007-08 (SC.160/06-07) together with news releases from the HEFCE and Universities UK (tabled at the meeting).

RESOLVED:

- (a) That the Pro-Vice-Chancellor (Teaching and Learning) and the Senior Assistant Registrar (Teaching Quality) prepare a letter from the Vice-Chancellor to the Chief Executive of the HEFCE providing information on the University's response to the DfES focus on employer-led provision of UK HE set out in paragraph 6 of the HEFCE grant letter.
- (b) That the issue of employer demand-led funding be raised as a topic for discussion during the visit of the Chairman of the HEFCE to the University to be held on 19 January.

238/06-07 Computer Science Departmental Review (minute 181/06-07 refers)

CONSIDERED:

- (a) The Report of the Review of the Department of Computer Science held in November 2006 (SC.124/06-07).
- (b) A paper setting out the response of the Department of Computer Science to its Departmental Review Report (SC.153/06-07).

REPORTED: (by the Head of the Department of Computer Science)

That the Departmental Steering Committee had endorsed and agreed to implement the recommendations of the Review Panel as set out in paper SC.124/06-07 and that a meeting with all members of staff within the Department to discuss the Report would be held on 17 January.

RESOLVED:

- (a) That the recommendations set out in the Review Report be approved by the Steering Committee, in particular the recommendations of the Panel relating to research and undergraduate student number targets.
- (b) That a monitoring group be established as soon as practicable to work with the Department of Computer Science to take forward the recommendations contained in the Review Report, the proposed membership of this group to be approved by the Steering Committee.
- (c) That an external Advisory Board for the Department be established as soon as practicable, the constitution, membership and terms of reference for the Board to be developed in consultation with the University Secretary.
- (d) That responsibility for overseeing the implementation of the recommendations contained within the Review Report and the resolutions of the Steering Committee relating to the Report be delegated to the Academic Resourcing Committee and that the Head of the

Department of Computer Science be invited to attend the next meeting of the Committee for discussion of the Report.

239/06-07

WHRI Update

CONSIDERED:

A report providing an update on key recent developments at WHRI (SC.152/06-07).

RESOLVED:

That future progress updates from Warwick HRI be brought forward for consideration by the Steering Committee on a quarterly rather than six-weekly basis alongside the quarterly budget statements.

240/06-07

2007 Philip Leverhulme Prizes

CONSIDERED:

A copy of a letter from the Leverhulme Trust inviting nominations for the 2007 round of Philip Leverhulme Prizes (SC.159/06-07).

RESOLVED:

That the Pro-Vice-Chancellor (Research), with support from Research Support Services, coordinate the preparation of nominations from the University for the 2007 Philip Leverhulme Prizes for approval by the Vice-Chancellor prior to submission to the Leverhulme Trust by the closing date of 15 May 2007.

241/06-07

Institute for Advanced Study

CONSIDERED:

An outline proposal for the establishment of an Institute for Advanced Study at Warwick (SC.156/06-07) together with an oral report from the Pro-Vice-Chancellor (Research).

RESOLVED:

- (a) That the Steering Committee support in principle the proposal for the establishment of a Warwick Institute for Advanced Study and that paper SC.156/06-07 be referred to the University Research Committee for consideration at its next meeting to be held on 23 January.
- (b) That, taking into account the points raised in discussion at the meeting of the Steering Committee and at the meeting of the Research Committee to be held on 23 January, the Pro-Vice-Chancellor (Research), in consultation with the Director of Research Support Services, the Director of Finance and other appropriate colleagues, develop a detailed proposal for the establishment of the Institute for consideration by the Steering Committee at a meeting in the near future.

242/06-07

Development and Alumni Relations Update

CONSIDERED:

A report providing information on current developments and strategic issues relating to University development and alumni relations activities and the Report from the 2004-05 UK HE Survey of Gift Revenue and Costs (SC.155/06-07) together with an oral report from the Director of Development and Alumni Relations.

RESOLVED:

That the President and Chief Executive Officer of Grenzebach Glier & Associates be invited to visit the University to conduct a training session for all members and attendees of the Steering Committee on fundraising and development techniques.

243/06-07 Warwick Arts Centre: Future Plan 2006 – 2010

CONSIDERED:

The Future Plan for the Warwick Arts Centre for the period 2006 – 2010 (SC.157/06-07) together with an oral report from the Director of the Warwick Arts Centre.

RESOLVED:

That the Warwick Arts Centre Future Plan for the period 2006 – 2010 be welcomed and approved as set out in paper SC.157/06-07 and that the Director of the Warwick Arts Centre be congratulated on the comprehensive and forward-looking Plan.

244/06-07 ITS Update

CONSIDERED:

A presentation from the Interim Director of Information Technology Services providing an update on key issues relating to IT provision and management and major IT projects currently underway within the University, including the Email Replacement Project.

REPORTED:

(by the Interim Director of ITS)

(a) That information on the proposed date for the decommissioning of the GroupWise email system would shortly be disseminated to all members of staff.

(by the Registrar)

(b) That the Files.Warwick facility, which would permit all members of staff to send and receive attachments larger than the 10MB size limit currently in operation under the new Exchange system, was now fully operational.

RESOLVED:

(a) That the Steering Committee record its thanks to the Interim Director of ITS for his informative presentation, noting that detailed discussion of the issues raised in the presentation would be deferred to a future meeting of the Committee.

(b) That the Interim Director of ITS discuss with appropriate colleagues the issues raised in discussion at the meeting relating to the IT Service Desk and the University's approach to web architecture.

245/06-07 Additional Capital Funding for Learning and Teaching 2006-08 (minute 36/06-07 refers)

RECEIVED:

A copy of a letter from the HEFCE providing notification of the HEFCE's approval of the proposed allocation of the University's additional Learning and Teaching capital funding for the period 2006 – 2008 (SC.158/06-07).