

## THE UNIVERSITY OF WARWICK

### Minutes of the Meeting of the Steering Committee held on 16 May 2005

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

Apologies: Director of Personnel.

In Attendance: Academic Registrar, Acting Director of Finance, Director of Academic and Student Affairs, Director of Communication, Director of Estates, Registrar, University Secretary, Mrs H E Blunt, Ms N Snodgrass, for item 434/04-05 the Assistant Registrar (Space Management and Timetabling), for items 436/04-05 to 438/04-05 the Director of Research Support Services, for item 438/04-05 the Director of Warwick Ventures.

430/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 9 May 2005 be approved subject to:

- (a) The addition of the President of the Union of Students to the list of those members present at the meeting.
- (b) The amendment of minute 405/04-05 as follows: (amendment underlined, deletion struck through)

REPORTED: (by the University Secretary)

That the institutional response rate to the National Student Survey at the Universities of Cambridge and Birmingham had been 16% and 51% respectively as compared with Warwick's overall response rate of just under ~~50%~~ 40%.

431/04-05 National Student Survey

REPORTED: (by the President of the Union of Students)

That the Education Officer of the Union of Students was in the process of collating information on the overall response rate to the National Student Survey at a number of institutions whose Students' Unions had raised objections to the NSS, including the University of Oxford and the University of Bristol.

432/04-05 DfES Ministerial Team

RESOLVED:

That biographical information on the new Minister of State for Lifelong Learning, Further and Higher Education and other members of the new DfES Ministerial Team be circulated to members of the Steering Committee.

433/04-05 Warwick in Asia

RECEIVED:

- (a) Oral reports from the Academic Registrar and the Director of Estates on the visit by members of University staff to Singapore during the week commencing 9 May, including their positive engagement with the Economic Development Board of Singapore (EDB) and their surveys of potential sites for the proposed new campus.
- (b) An oral report from the Vice-Chancellor on his recent meeting with the Director of Services of EDB and the progress of the Singapore feasibility study and noting that an interim report on the market analysis phase of the study was currently under preparation by the PA Consulting Group.

RESOLVED:

That the issues relating to censorship in Singapore raised in the article published in the Financial Times on 14 May be reviewed and raised with the EDB at an appropriate time.

434/04-05 SRIF3 and Project Capital 4 (minute 390/04-05 refers)

CONSIDERED:

Proposals for the utilisation of the University's SRIF3 and Project Capital 4 funding allocations (SC.271/04-05) together with an oral report from the Deputy Vice-Chancellor.

RESOLVED:

- (a) That the following proposals be supported as key priorities for inclusion in the list of SRIF3 bid proposals to be submitted to the HEFCE, subject to further examination of the NMR Centre bid proposal with a view to reducing the estimated costs of this project:

- Systems Biology (Systems Biology and Bioinformatics)
- WMS (Clinical Sciences Equipment, Clinical Trials Research Infrastructure)
- WHRI (Consolidation and Refurbishment of Laboratory and Glass House Space and Facilities)
- Millburn House (NMR Centre)
- IT Services (IT Infrastructure Improvements)
- SRIF2 Carry Forward (Engineering Refurbishment Project)

- (b) That the remaining SRIF3 projects shortlisted by the SRIF3 and Project Capital 4 Advisory Group be reviewed by the Group prior to submission of final proposals to the HEFCE, in particular the bid from the Warwick Manufacturing Group for the establishment of the Warwick Digital Laboratory.
- (c) That, should the proposal from the Warwick Manufacturing Group be not carried forward, that the Committee support the inclusion of the Mathematics and Statistics Building extension on the final SRIF3 project shortlist.
- (d) That the decision to remove the Transnational Resources Centre from the list of Project Capital 4 bid proposals be reviewed by the SRIF3 and Project Capital 4 Advisory Group in the light of points raised at the meeting.
- (e) That final approval of bid proposals be dependent upon the provision of evidence from departments of bids supporting demonstrable future growth in research activity and outputs and that these agreed outputs be monitored by the Academic Resourcing Committee.
- (f) That the Deputy Vice-Chancellor be authorised to approve the final draft of the University's SRIF3 and Project Capital 4 bid submission on behalf of the Steering Committee prior to submission to the HEFCE by the deadline of 30 May 2005 taking into account the points raised by the Committee.

Faculty Issues(a) Faculty of Arts

## RECEIVED:

An oral report from the Chair of the Board of the Faculty of Arts on the following issues:

- (i) The successful recent meetings of the Faculty of Arts Advisory Board and the consideration being given by the Chair of the Board and the Chair of the Faculty to increase the number of external members of this body.
- (ii) Modern languages provision within the University in the context of the National Languages Strategy noting that a report on this issue would shortly be coming forward for consideration by the Steering Committee.
- (iii) Accommodation constraints within the Faculty of Arts with particular reference to accommodation for postdoctoral staff involved in transnational and interdisciplinary research.
- (iv) Increasing awareness within the Faculty of the importance of multidisciplinary and interdisciplinary research initiatives involving Arts disciplines.

## RESOLVED:

That Professor Jones commission an examination by Research Support Services of grants recently awarded by the Mellon Foundation with the objective of identifying potential criteria for the success of future bid proposals submitted by departments within the Faculty of Arts.

(b) Faculty of Social Studies

## RECEIVED:

An oral report from the Chair of the Board of the Faculty of Social Studies on the following issues:

- (i) The operation of the Faculty of Social Studies Advisory Board and arrangements for its next scheduled meeting.
- (ii) The progress of preparations for the planned refurbishment of the Social Studies Building during the 2005 and 2006 summer vacations.
- (iii) The Research Day that would shortly be held within the Faculty of Social Studies.

(c) Faculty of Science

## RECEIVED:

An oral report from the Chair of the Board of the Faculty of Science on the following:

- (i) Issues relating to research within the Faculty, including the submission of SRIF3 bids, the need to take greater advantage of potential funding opportunities and the increasing trend in the number of large collaborative grants secured by departments within the Faculty.
- (ii) The particular significance of Full Economic Costing (FEC) of research for disciplines in the experimental sciences and the need for close monitoring of the impact of FEC in this area.

- (iii) Issues relating to the Faculty's external relations, particularly in regard to the level of publicity given to research grants and initiatives within the Faculty.
- (iv) Difficulties currently being experienced in the operation of the Faculty Advisory Board.

RESOLVED:

That the Chair of the Faculty of Science discuss the operation of the Faculty of Science Advisory Board with the Vice-Chancellor with a view to resolving the difficulties currently being experienced.

(d) Faculty of Medicine

RECEIVED:

An oral report from the Dean of the Leicester Warwick Medical Schools on the following:

- (i) The progress of chair-level appointments in the Warwick Medical School.
- (ii) Continuing space constraints on the Gibbet Hill campus in the context of the ongoing expansion of the WMS.
- (iii) Confirmation from the HEFCE and the Department of Health of the overseas student number quota for the WMS noting that this would comprise 13 overseas students per annum based on the current total student cohort.
- (iv) Anticipated difficulties with clinical student placements in the context of the allocation of additional medical student numbers, bids for which would be submitted during the autumn.
- (v) The commencement of the process of accreditation of WMS courses by the General Medical Council in October 2005.

436/04-05

Research Update

CONSIDERED:

A paper on current issues relating to the oversight and implementation of the University's research strategy and the progress of selected research projects within the University (SC.275/04-05) together with an oral report from Professor Jones.

RESOLVED:

- (a) That a University Research Committee with the following membership be established to provide support and advice to the Pro-Vice-Chancellor (Research) in the oversight and implementation of the University's research strategy:

Pro-Vice-Chancellor for Research (Chair)  
 Chair of the Arts Faculty Research Committee  
 Chair of the Science Faculty Research Committee  
 Chair of the Social Studies Faculty Research Committee  
 Chair of the Engineering School Research Committee  
 Chair of the Business School Research Committee  
 Chair of the Medical School Research Committee  
 Chair of the WHRI Research Committee  
 The Director of Research Support Services

- (b) That the Chair of the Research Committee provide a report to the Steering Committee on a termly basis.
- (c) That a review of the operation of the Research Committee be conducted after one year of operation.

- 437/04-05 RCUK: Dissemination and Access to Research Outputs
- CONSIDERED:
- The University's draft response to the Research Councils UK (RCUK) consultation on the RCUK position statement on publication of and access to UK research outputs (SC.276/04-05).
- RESOLVED:
- That the draft institutional response to the RCUK Consultation be approved for submission to RCUK subject to revision by the Director of Research Support Services, in consultation with Professor Dyson, along the lines discussed at the meeting.
- 438/04-05 2005 HE Business and Community Interaction Survey (minute 357/04-05 refers)
- CONSIDERED:
- Part B of the University's draft response to the 2005 Higher Education Business and Community Interaction Survey (HE-BCIS) and analyses of the University's 2004 HE-BCIS return (SC.274/04-05) together with an oral report from the Director of Warwick Ventures.
- RESOLVED:
- That Part B of the University's draft response to the 2005 HE-BCIS be approved for submission to the HEFCE by the deadline of 25 May subject to revisions in the light of discussion at the meeting, in particular the necessity of identifying contributions through volunteer activities including those activities organised by Warwick Volunteers.
- 439/04-05 Leitch Review of Skills (minute 378/04-05 refers)
- CONSIDERED:
- The University's draft response to the Leitch Review of Skills (SC.278/04-05) together with an oral report from Professor Whitby.
- RESOLVED:
- That the draft institutional response to the Leitch Review of Skills be approved for submission to the Leitch Review team by the deadline of 20 May 2005 subject to amendments along the lines discussed at the meeting.
- 440/04-05 Cross-Border Student Flows and Tuition Fee Levels: Scottish Executive Consultation (minute 413/04-05 refers)
- RECEIVED:
- A paper from the Scottish Executive on HE tuition fee levels "Cross Border Student Flows: Higher Education Tuition Fee Levels" and a copy of an email from the Executive Secretary of the AUA (SC.266/04-05) together with an oral report from the Registrar.
- 441/04-05 RAE 2008 (minute 419/04-05 refers)
- RECEIVED:
- A copy of a circular from the HEFCE on the appointment of sub-panel members for the Research Assessment Exercise 2008 (SC.273/04-05) together with an oral report from the Deputy Vice-Chancellor noting that the consultation on the draft criteria and working methods for main and sub-panels would be held from 16 July to 19 September 2005.

REPORTED: (by the Director of Student and Academic Affairs)

That academic departments within the University would shortly be notified of the consultation period on draft criteria and working methods for the RAE 2008 panels to ensure the availability of relevant departmental contacts during the consultation process.

442/04-05 Steering Committee Schedule

RECEIVED:

The proposed schedule of meetings of the Steering Committee for the 2005 summer vacation and the academic year 2005/06 (SC.277/04-05).

443/04-05 Pro-Vice-Chancellors

REPORTED: (by the Vice-Chancellor)

That the portfolios of the four Pro-Vice-Chancellors for the 2005/06 academic year would be as follows:

Professor J Jones – Research  
Professor M Whitby – Teaching and Learning  
Professor R Lindley – International Issues (including Equal Opportunities)  
Professor S Bassnett – Campus and the Community