

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 17 January 2005

Present: Vice-Chancellor (Chair)
Professor L Bridges
Professor A Caesar
Professor R G Dyson (for item 208/04-05 onwards)
Professor A Easton
Professor J Jones
Professor I Lauder
Mr S Lucas
Professor M Luntley
Professor S B Palmer
Professor H Thomas

Apologies: Professor M Whitby

In Attendance: Academic Registrar, Director of Academic and Student Affairs, Director of Communication, Director of Finance, Director of Personnel, Registrar, University Secretary, Mrs H E Blunt, Ms N Snodgrass, for item 203/04-05 Mr E Harcourt, for item 204/04-05 the Chair of the Department of Statistics and the Research Development Manager (Chemistry, Mathematics, Psychology & Statistics), for items 211/04-05 and 212/04-05 the Senior Assistant Registrar (Teaching Quality).

201/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 10 January 2005 be approved.

202/04-05 NHSU / NHSILSI

REPORTED: (by the Vice-Chancellor and the Registrar)

- (a) That a productive meeting had been held with Sir Ian Carruthers, Chair of the transitional group established to oversee the progress of the merger of the NHSU into the NHS Institute for Learning, Skills and Innovation (NHSILSI), on 12 January 2005.
- (b) That NHSILSI continued to express interest in occupying space in Senate House and Sir Ian had confirmed that NHSILSI would reach a definitive decision on the matter in advance of the University's deadline of 28 February 2005.
- (c) That, should NHSILSI determine that it wished to occupy space in Senate House, it would additionally provide the University with an outline strategy and clear rationale for its future engagement with the University for consideration by the appropriate University bodies before the end of February 2005.

203/04-05 Warwick in Asia

RECEIVED:

Oral reports from the Academic Registrar, Director of Finance and the Dean of the Warwick Business School on the progress of discussions with the Economic and Development Board of Singapore (EDB) held during their visit to Singapore between 10 and 14 January 2005.

204/04-05 EPSRC Science and Innovation Awards: Statistics Bid

CONSIDERED:

The draft bid from the Department of Statistics for the EPSRC Science and Innovation Award Scheme (SC.123/04-05) together with an oral report from the Chair of the Department of Statistics.

RESOLVED:

- (a) That the draft bid from the Department of Statistics be approved subject to revisions in the light of discussion at the meeting.
- (b) That the Deputy Vice-Chancellor be authorised to approve the revised draft of the Statistics bid on behalf of the Steering Committee prior to submission of the final bid to the EPSRC by the deadline of 25 January 2005.

205/04-05 Administrative and Service Departments Annual Review (ASDAR)

RECEIVED:

A report on a new annual review process to be introduced by the Registrar for administrative and service departments (ASDAR) together with an oral report from the Registrar (SC.130/04-05).

RESOLVED:

That the new ASDAR process be welcomed and that consideration be given by the Registrar to the incorporation within the process of the opportunity for Chairs of academic departments to contribute feedback at an earlier stage in the review process.

206/04-05 Sustainable Development in HE: HEFCE Consultation

CONSIDERED:

HEFCE Consultation document 2005/01 on the strategy and action plan developed by the HEFCE to support UK HEIs in their contribution to sustainable development in higher education together with a press release from the HEFCE (SC.128/04-05).

RESOLVED:

That Professor Jones, the Registrar and the Director of Student and Academic Affairs prepare an institutional response to the HEFCE consultation exercise for consideration by the Steering Committee prior to submission to the HEFCE by the deadline of 11 April 2005.

207/04-05 Naming of the Clinical Sciences Building Rear Wing

CONSIDERED:

A proposal that the rear three floors of the Clinical Sciences Building (CSB) at the Walsgrave Hospital, currently referred to as CSB Rear or Research Wing, be named the Clinical Sciences Research Institute as proposed in paper (SC.129/04-05).

RESOLVED:

- (a) That the Clinical Science Building Rear Wing at the Walsgrave Hospital be named the Clinical Sciences Research Institute as proposed in paper SC.129/04-05.

- (b) That the Estates Office be asked to undertake a review of the existing University policy on external signage on buildings with a view to improving external signage particularly for those departments located within the Social Studies Building.

208/04-05 Graduate Issues

RECEIVED:

An initial discussion paper prepared by the Chair of the Board of Graduate Studies on the future of postgraduate studies and the Warwick Graduate School, which would be the subject of further debate within the University in the coming months, together with HEFCE issues paper 2005/02 on entry and completion rates for PhD research degrees (SC.131/04-05 {Parts 1 and 2}).

209/04-05 Regional Issues

CONSIDERED:

The first Quarterly Digest of Regional Issues produced by the University's Regional Affairs Group (SC.124/04-05) together with an oral report from Professor Dyson.

RESOLVED:

- (a) That a review of the University's membership of the CBI, including the membership fee currently paid by the University, be undertaken by Professor Dyson in consultation with the Deputy Vice-Chancellor and the Director of Communication.
- (b) That the Committee support the commissioning of a survey on the University's economic impact on the region and that Professor Dyson take forward discussions on how this might be implemented with a view to a report being submitted to the Steering Committee in due course.
- (c) That steps be taken to explore the opportunities to engage with and contribute to debate on sustainability issues at a regional level through, for example, AWM and GOWM.
- (d) That consideration be given to the inclusion in future regional issues updates of information on the University's links with non-governmental organisations and the voluntary sector.

210/04-05 RAE 2008: Sub-Panel Chairs

RECEIVED:

A copy of a press release and circular from the HEFCE on the appointment of the sub-panel Chairs for the RAE 2008 (SC.127/04-05) together with a full listing of the 67 Chairs (SC.127/04-05 {part}, tabled at the meeting).

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

That the Guidance to Panels document, intended to assist both panel members and institutions in understanding the key principles of the RAE 2008 and explaining the workings of some of the major reforms associated with RAE 2008, would be circulated to academic departments within the University shortly.

211/04-05 Transfer of Exeter Chemistry Students

CONSIDERED:

A proposal setting out proposed arrangements for the admission to the University of any students who might seek to transfer from the Department of Chemistry at the University of Exeter in order to complete their course of study following the decision to close the University of Exeter Department of Chemistry (SC.125/04-05).

RESOLVED:

That, subject to clarification of the position in regard to a number of minor issues raised at the meeting, the arrangements for the transfer of chemistry students from the University of Exeter to the University of Warwick be approved as set out in paper SC.125/04-05.

212/04-05 Warwick Manufacturing Group: GEM Contract (minute 576/03-04 refers)

CONSIDERED:

An addendum to the Warwick Manufacturing Group's (WVG) Memorandum of Agreement (MOA) with Global EduTech Management (GEM) setting out the steps to be taken in regard to maintaining the academic quality and standards of the educational provision offered through the proposed collaboration which had not been addressed in the original MOA (SC.132/04-05).

RESOLVED:

That the addendum to the MOA between the University and GEM be approved as set out in paper SC.132/04-05 as the full and complete arrangements for the operation of the relationship between the University and GEM.

213/04-05 Membership of the Academic Staff Development and Appraisal Committee

RESOLVED: (on behalf of the Senate)

That Professor E Peile be appointed as the representative of the Faculty of Medicine on the Academic Staff Development and Appraisal Committee in place of Dr P O'Hare.

214/04-05 Higher Education Funding 2005-2008

RECEIVED:

UUK Circular I/04/142 on the annual grant letter from the Secretary of State for Education and Skills to the HEFCE setting out funding and student numbers for higher education for the period 2005-06 to 2007-08 and Spending Review 2004 outcomes (SC.126/04-05).