

UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 17 May 2004

Present: Vice-Chancellor (in the Chair)
Professor Dyson
Professor Easton
Professor Jones
Mr R Jones
Professor Lauder
Professor Luntley
Professor McCrae
Professor McFarlane
Professor Palmer
Professor Thomas
Professor Whitby

Apologies: Professor Carter.

In Attendance: Acting Registrar, University Secretary, Finance Director, Academic Registrar, Ms A Goodall, Miss E Clewlow, for items 396-397/03-04 Senior Assistant Registrar (Teaching Quality), for item 400/03-04 Director of Research Support Services and the Research Development Manager (Biological Sciences).

392/03-04 Minutes

RESOLVED:

That the minutes of the meeting held on 10 May 2004 be approved.

393/03-04 University League Tables

CONSIDERED:

The Times' list of the top 99 UK Universities (SC.213/03-04, tabled at the meeting) noting that the University was ranked 5th overall in The Times Good University Guide.

RESOLVED:

That the Academic Registrar bring forward a paper analysing the issues relating to staff-student ratios which contribute to the University's ranking in league tables for consideration by the Steering Committee at a future meeting.

394/03-04 London Office (minute 379/03-04 refers)

REPORTED: (by the Vice-Chancellor)

That the Director of Communication and the Estates Officer were continuing to review potential future locations for the University's office in London as an alternative to the current venue in Tufton Street and would bring forward a proposal to the next meeting of the Steering Committee.

395/03-04 Centres for Excellence in Teaching and Learning (minute 386/03-04 refers)

REPORTED: (by Professor Whitby)

That, following the receipt of further guidance from the HEFCE on the number of bids for Centres for Excellence in Teaching and Learning permitted per institution, the University had withdrawn one of its four bids, the bid to establish the InSOL Centre: Integrating speakers of other languages.

396/03-04 Item for Strategic Discussion: Teaching Quality

RECEIVED:

An update on the following areas of strategic development relating to teaching quality (SC.203/03-04) together with oral reports from Professor Whitby and the Senior Assistant Registrar (Teaching Quality):

e-Learning Strategy
TQI Dataset
Personal Development Planning.

397/03-04 Institutional Audit Draft Report

CONSIDERED:

The QAA's draft report on the Institutional Audit of the University together with a briefing on the points raised in the report to which the University might wish to respond formally (SC.204/03-04) and an oral report from Professor Whitby on the progress that had already been made to address the recommendations contained within the Audit Report.

RESOLVED:

- (a) That a formal University response to the QAA's draft report on the Institutional Audit of the University be drafted along the lines discussed at the meeting and brought forward for consideration at the Committee's next meeting prior to submission to the QAA.
- (b) That further discussion be undertaken on the future development of assessment conventions across the University.
- (c) That steps be taken to utilise existing University structures, such as Faculty Advisory Boards and Quinquennial Review Panels, be used as a source of external advice at a broad level in the development and planning of new academic programmes.

398/03-04 Undergraduate and Postgraduate Admissions

RECEIVED:

University data on home and overseas undergraduate and postgraduate applications by course for entry in October 2004 as at the end of April 2004 (SC.208/03-04) together with an oral report from the Academic Registrar.

399/03-04 Warwick HRI – Financial Plan

CONSIDERED:

The Warwick HRI Financial Plan 2004/2005 – 2007/2008 (SC.206/03-04).

RESOLVED:

- (a) That the Warwick HRI Financial Plan 2004/2005 – 2007/2008 be approved as set out in paper SC.206/03-04.
- (b) That the Director of Warwick HRI be invited to attend future meetings of the Committee when quarterly financial reports from Warwick HRI were being considered.

400/03-04 Centres for Integrative Systems Biology

CONSIDERED:

A proposal that the University submit a bid to the BBSRC for funding for a Centre for Integrative Systems Biology (SC.209/03-04) together with an oral report from the Director of Research Support Services.

RESOLVED:

That a draft University bid for funding for a Centre for Integrative Systems Biology be prepared and circulated by email to members of the Steering Committee for their comments prior to submission to the BBSRC by 4 June.

401/03-04 Meetings of the Steering Committee: Summer 2004

CONSIDERED:

The proposed schedule of Steering Committee meetings during the summer vacation 2004 (SC.210/03-04)

RESOLVED:

That the schedule of Steering Committee meetings during the summer vacation 2004 be revised along the lines of discussion at the meeting prior to circulation to members of the Committee.

402/03-04 Procedure for the Re-Admission of Students

CONSIDERED:

A proposal for an interim procedure to consider the re-admission of a student with a criminal conviction (SC.205/03-04).

RESOLVED: (on behalf of the Senate)

That the student's case and request for readmission to the University be referred for consideration by the Committee on the Admission of Students to Courses of Study following the procedure set out in paper SC.205/03-04.

403/03-04 Financial Plan 2004-2008

RECEIVED:

A report from the Financial Plan Sub-Committee of the Finance and General Purposes Committee (SC.207/03-04) together with extracts from the five year plans for the following University activities as background information to consideration by the Committee of the University's Financial Plan at the end of May:

Library
Commercial and Related Activities Group
National Academy for Gifted and Talented Youth.