

## THE UNIVERSITY OF WARWICK

### Minutes of the Meeting of the Senate Steering Committee held on 20 June 2005

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

Apologies: Professor Y Carter, Professor H Thomas, Professor S B Palmer, Academic Registrar.

In Attendance: Acting Director of Finance, Director of Academic and Student Affairs, Director of Estates, Director of Personnel, Registrar, University Secretary, Mrs H E Blunt, Ms N Snodgrass, for item 500/04-05 the Assistant Director of Personnel (Policy and Projects), for item 501/04-05 the Research Development Manager.

495/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 13 June 2005 be approved.

496/04-05 HEFCE Review of Funding Methodology (minute 482/04-05 refers)

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

That the University would be submitting an institutional response to UUK on HEFCE document 2005/21 'Review of the funding method for teaching: Aims of the new method and progress of the review' indicating the University's view that the HEFCE approach to funding methodology should have an overall focus on teaching quality.

497/04-05 Queen's Birthday Honours 2005 (minute 487/04-05 refers)

REPORTED: (by the Vice-Chancellor)

(a) That the following had been awarded honours in the Queen's Birthday Honours List:

David Arculus, Chair of the Better Regulation Task Force (Knighthood, for public service)

Professor Roderick Floud, President of London Metropolitan University and former President of Universities UK (Knighthood, for services to higher education)

Dr David Li, O.B.E., Chairman and Chief Executive of the Bank of East Asia and honorary graduate of the University (Knighthood, for services to education in the UK)

Janice Shiner, Director General of Lifelong Learning, Department for Education and Skills (CB)

(b) That Sir Gus O'Donnell had been appointed as Head of the Civil Service.

498/04-05 Millburn House

RECEIVED:

An oral report from the Vice-Chancellor on the proposal to increase the available space in Millburn House by 30%, noting that the projected costs of the extension would be in the region of £3.25m and that it was expected that the additional space would contribute significantly towards the alleviation of accommodation pressures within the University in the short to medium term, particularly in the Humanities building.

RESOLVED:

That the Committee support in principle the proposed extension of Millburn House.

499/04-05 Westwood Restaurant and Raffles Coffee Bar

CONSIDERED:

A copy of the announcement made by the Registrar and published on Insite on Friday 17 June regarding the proposed closures of Westwood Restaurant and Raffles Coffee Bar (SC.321/04-05, tabled at the meeting) together with an oral report from the Registrar.

REPORTED: (by the Registrar)

That a series of consultation meetings with the affected campus community would be taking place over the next four to five week period.

500/04-05 Fixed-Term Contracts

CONSIDERED:

- (a) A report on the outcome of the pilot review conducted in the Spring Term 2004/05 of the use and operation of fixed-term contracts across the University (SC.315/04-05).
- (b) A draft Code of Practice for the use of fixed-term contracts within the University (SC.316/04-05).

REPORTED: (by the Assistant Director of Personnel {Policy and Projects})

That a total of 19 members of staff in the pilot review group had been transferred onto indefinite contracts as a result of the review.

REPORTED: (by the Director of Personnel)

That negotiations with the Trades Unions on the draft Code of Practice were currently underway and that a meeting with Chairs of departments to discuss the Code of Practice would shortly be held.

RESOLVED:

- (a) That the Committee support in principle the draft University Code of Practice on the use of fixed-term contracts within the University as set out in paper SC.316/04-05 subject to amendments and clarifications in the light of discussion at the meeting.
- (b) That the draft Code of Practice be referred to the Finance and General Purposes Committee for consideration at its first meeting in the Autumn Term 2005/06.

501/04-05 EPSRC Science and Innovation Awards: Round 2

CONSIDERED:

Draft expressions of interest for Round 2 of the EPSRC Science and Innovation Award Scheme (SC.314/04-05) together with oral reports from Professor Jones and the Research Development Manager.

REPORTED: (by the Vice-Chancellor)

That the Advantage West Midlands Innovation and Technology Council had identified advanced material processing as one of five key technology areas in the West Midlands Region.

RESOLVED:

- (a) That the Committee support the submission of the following expressions of interest for Round 2 of the EPSRC Science and Innovation Award Scheme:

Mathematics/Computer Science Interface (Departments of Mathematics and Computer Science, Warwick Business School)  
Advanced Composites (Warwick Manufacturing Group, Departments of Chemistry and Physics)

- (b) That an approach be made to Advantage West Midlands to seek its support for the Advanced Composites bid from the Warwick Manufacturing Group and the Departments of Chemistry and Physics.
- (c) That the Vice-Chancellor approve the final expressions of interest for Round 2 of the EPSRC Science and Innovation Award Scheme prior to submission of the expressions of interest to the EPSRC by the deadline of 30 June 2005.

502/04-05 Bologna Process Ministerial Summit

RECEIVED:

Europe Note E/05/08 from the UK HE Europe Unit on the Bologna Process and the priorities for future action identified by European ministers for higher education at the Bologna Process Ministerial Summit held in Bergen from 19 to 20 May 2005 (SC.317/04-05).

503/04-05 Initial Student Visas (minute 398/04-05 refers)

CONSIDERED:

UUK Information Note I/05/82 on the decision taken by UKVisas to increase fees levied for initial visas obtained overseas, including initial student visas (SC.318/04-05).

REPORTED: (by the Registrar)

That Lin Homer, currently Chief Executive at Birmingham City Council, had been appointed Director General of the Immigration and Nationality Directorate at the Home Office.

RESOLVED:

- (a) That a further approach be made to UKVisas indicating the University's serious concerns about the implementation of increased fees for initial overseas student visas.
- (b) That a copy of the letter on the impact of visa fee increases on tourism written by the Chairman of VisitBritain, the Director-General of CBI and Sir Richard Branson and published in the Financial Times on Monday 20 June, be circulated for information to members of the Committee.

504/04-05 Second Leverhulme Symposium

CONSIDERED:

A copy of a letter from the Leverhulme Trust providing notification of the second Leverhulme Symposium to be held in 2007 and inviting the submission of outline proposals for the theme and organisation of the symposium (SC.319/04-05).

RESOLVED:

That Professor Jones and Professor Whitby investigate the possibility of submitting outline proposals for the Second Leverhulme Symposium, including the possibility of a proposal being developed in collaboration with the University of Birmingham and potentially building on planning preparations for the 2006 AC21 International Forum, for report to the Committee by the end of July.

505/04-05 Membership of the Senate: Committee of the Assembly

REPORTED: (by the University Secretary)

(a) That, in accordance with Regulation 2.3, a notice had appeared in CommUnicate seeking to fill the vacancy in the appointees of the Assembly on the Senate occasioned by the expiry of the current term of office of Professor A Phizacklea and the appointment of Professor S Bassnett as a Pro-Vice-Chancellor.

(b) That no nominations had been received by the closing date of 14 June.

RESOLVED:

That, in accordance with Regulation 2.3, a Committee of the Assembly be convened comprising the following to identify candidates for appointment for approval by the Vice-Chancellor:

Professor M Whitby (Chair)  
Dr C Humphreys  
Dr H Nesi

506/04-05 Senate Business

That the comments and recommendations of the Steering Committee on items of business for the meeting of the Senate to be held on 29 June 2005 be as set out in the papers circulated for the meeting of the Senate.

507/04-05 Universiteit Maastricht (minute 483/04-05 refers)

RECEIVED:

An oral report from the Vice-Chancellor on his recent meeting with the Associate Dean (Teaching) of the Warwick Medical School to discuss proposed collaborations between the University of Maastricht and the Warwick Medical School.

RESOLVED:

That the Committee support the proposed collaborations between the Warwick Medical School and the University of Maastricht.