

UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 21 June 2004

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

Apologies: Professor Carter, Professor Jones, Professor Palmer, Registrar.

In Attendance: Finance Director, Academic Registrar, Director of Personnel Services, Director of Student and Ancillary Services, University Secretary, Miss E Clewlow, for item 452/03-04 Acting Director and Director of Operations of Warwick HRI, for item 453/03-04 Head of Internal Audit.

449/03-04 Minutes

RESOLVED:

That the minutes of the meeting held on 14 June 2004 be approved subject to the amendment of the list of those present to remove Professor Easton and to include his name in the list of those members offering their apologies for the meeting.

450/03-04 Governing Instruments Committee (minute 437/03-04 refers)

RECEIVED:

An oral report from the Vice-Chancellor on the progress of the work of the Governing Instruments Committee, noting that work was currently being undertaken to model in detail two potential governance structures, both of which would be brought forward for consideration by the Senate and the Council at their first meetings in the Autumn Term together with a recommendation from the Governing Instruments Committee on which model it proposed for adoption.

451/03-04 Warwick In Asia (minute 436/03-04 refers)

REPORTED: (by Professor Dyson)

That he would serve as the member of the Warwick Business School on the Group established to undertake the initial work regarding Warwick in Asia for the remainder of the Summer Term and the Summer Vacation.

452/03-04 Warwick HRI

CONSIDERED:

A progress report on Warwick HRI for the period 1 April to 21 June 2004 (SC.248/03-04) together with an oral report from the Acting Director of Warwick HRI focusing on the following areas:

An Interim Finance Report
Integration Issues
Grants and Interactions with Key Funding Bodies.

RESOLVED:

- (a) That the Warwick HRI Progress Report be noted.
- (b) That the Finance Office work with the Director of Operations for Warwick HRI to ensure that quarterly financial reports from Warwick HRI were presented in the standard format for academic departments with devolved budgets.

453/03-04 Risk Management

CONSIDERED:

The analysis of the University's significant risks for the academic year 2004/2005 (SC.249/03-04) together with an oral report from the Head of Internal Audit.

RESOLVED:

That the analysis of the University's significant risks for the academic year 2004/2005 be submitted for consideration by the University Council at its meeting on 2 July, subject to amendment of the document along the lines discussed during the meeting and, in particular:

- (a) The inclusion of management of the University's reputation in the list of significant risks.
- (b) The inclusion of commentary in the summary document on the need to distinguish between strategic and operational risks in order to ensure effective risk management.

454/03-04 International University in Shanghai

CONSIDERED:

An outline proposal from the Vice-Chancellor of the University of Waikato, New Zealand on the potential establishment of an international university in Shanghai (SC.253/03-04).

RESOLVED:

- (a) That the University signal its interest to the group of international universities currently engaged in discussions with the Chinese Government of its intent to participate in future discussions on the potential establishment of an international university in Shanghai.
- (b) That the Group established to undertake initial work on the Warwick in Asia Project be asked to undertake preliminary scoping of market issues relating to China alongside similar work being undertaken with regard to Singapore.

455/03-04 Leadership and Governance Fund

CONSIDERED:

An invitation from the HEFCE, 2004/26, to submit applications for funding from the Leadership, Governance and Management Fund (SC.251/03-04).

RESOLVED:

That the Director of Personnel Services work with the Departmental Governance Group to identify projects within the University's existing priorities which would be eligible for funding from the Leadership, Governance and Management Fund and prepare a draft application for consideration by the Steering Committee at a future meeting.

456/03-04 National Student Satisfaction Survey

CONSIDERED:

A draft University response to HEFCE consultation 04/22 on the National Student Survey (SC.245/03-04) together with an oral report from Professor Whitby.

RESOLVED:

That, subject to minor amendment, the University response to the consultation on the National Student Survey be approved for submission to the HEFCE as set out in paper SC.245/03-04.

457/03-04 Teaching Quality Enhancement Fund

CONSIDERED:

A preliminary draft of the University's application to the HEFCE for the release of funding from the Teaching Quality Enhancement Fund (SC.246/03-04).

RESOLVED:

That a detailed University application for the release of funding from the Teaching Quality Enhancement Fund be prepared on the basis of the priorities identified in paper SC.246/03-04 and brought forward for consideration by the Steering Committee in advance of the deadline for submission to the HEFCE of 16 July.

458/03-04 ESRC Consultation

CONSIDERED:

A draft University response to the Economic and Social Research Council's consultation to identify key challenges and priorities in the social sciences (SC.247/03-04) together with an oral report from the Chair of the Board of the Faculty of Social Studies.

RESOLVED:

That the University response to the consultation to identify key challenges and priorities in the social sciences be approved in principle as set out in paper SC.247/03-04 for submission to the ESRC by 25 June.

459/03-04 Chair of the Board of Graduate Studies

REPORTED:

That Professor Malcolm McCrae's term of office as Chair of the Board of Graduate Studies would expire on 30 September 2004.

RESOLVED:

That the Steering Committee record its thanks to Professor McCrae for his service to the University in the role of Chair of the Board of Graduate Studies over the last nine years.

RECOMMENDED:

That Professor Lee Bridges be appointed as Chair of the Board of Graduate Studies for a three year period from 1 October 2004 to 30 September 2007.

460/03-04 Senate Business

RESOLVED:

- (a) That the comments and recommendations of the Steering Committee on items of business for the meeting of the Senate to be held on 16 June 2004 be as set out in the papers circulated for the meeting of the Senate.

- (b) That the Director of IT Services be asked to bring forward the rationale upon which the University's current practice of providing software via 'managed desktops' rather than local installation was based.

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