

UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 22 March 2004

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

Apologies: Professor Jones, Acting Registrar, Director of Personnel Services.

In Attendance: University Secretary, Finance Director, Academic Registrar, Miss E Clewlow, for item 332/03-04 Senior Assistant Registrar (Teaching Quality), for item 334/03-04 Head of Internal Audit, for item 335/03-04 Director of the International Office and Senior International Liaison Officer.

328/03-04 Minutes

RESOLVED:

That the minutes of the meeting held on 15 March 2004 be approved.

329/03-04 Horticulture Research International

REPORTED: (by the Vice-Chancellor)

That the Change of Control document for Horticulture Research International had been signed on 19 March in anticipation of the formal handover taking place on 1 April following the completion of detailed work on personal employment issues and land transfers.

330/03-04 Higher Education Bill

REPORTED: (by the Vice-Chancellor)

That the Council, at its meeting on 19 March, resolved, that should the Higher Education Bill be passed:

- (i) That the University introduce student tuition fees from 2006 at the level of £3000 for all undergraduate honours degree programmes.
- (ii) That, while the precise allocation of tuition fee income accruing to the University would require the development of detailed priorities, the principles upon which that income would be invested would be determined by the objective of improving the University experience for student through:
 - (A) A package of measures for widening participation and student support.
 - (B) Investment in infrastructure, such as teaching laboratories and library provision.
 - (C) Investment in staff with the intention of improving staff-student ratios and continuing to attract and retain high calibre academic staff.

RESOLVED:

That consideration would need to be given in the near future to the level of tuition fees payable by 2+2, Foundation Degree, part-time and mature students.

331/03-04

Car Parking

REPORTED: (by the Deputy Vice-Chancellor)

That on 19 March a number of University staff had experienced difficulty in parking as a result of a notable increase in demand for parking spaces on central campus.

RESOLVED:

That the Acting Registrar be asked to clarify the particular factors which had contributed to the increased pressure upon parking facilities on 19 March and to ensure that on future occasions, appropriate re-direction was provided to vacant parking spaces in areas such as University House.

332/03-04

Institutional Audit

CONSIDERED:

The letter from the QAA setting out the main findings of the Institutional Audit (SC.173/03-04) together with an oral report from the Senior Assistant Registrar (Teaching Quality).

RESOLVED:

- (a) That the QAA's finding of 'broad confidence' in the soundness of the University's current and likely future management of quality and standards be noted.
- (b) That the Committee record its thanks to all University staff and students who had contributed to the Audit process and, in particular, to the Senior Assistant Registrar (Teaching Quality) and her team for their contribution towards this positive outcome.

333/03-04

Tuition Fees

CONSIDERED:

Supplementary information on proposals for tuition fees for undergraduate, postgraduate and certificate and diploma programmes for the academic year 2004/2005 and the five year planning cycle 2004-2009 (SC.177/03-04).

RECOMMENDED: (to the Finance and General Purposes Committee)

- (a) That Overseas fees for Band 1 and Band 2 courses for undergraduate and postgraduate students in 2004/2005 be increased by c.5%, in accordance with the level of internal inflation of University costs, to the following levels:
 - Band 1: £8400
 - Band 2: £10900
- (b) That, subject to further consultation with the Graduate School, Home/EU research fees for government supported, part-time postgraduate students be increased to £950 in 2004/2005 with a view to increasing part-time research fees to the level of 50% of full-time fees in incremental stages over future years; existing students to receive reassurances that subsequent incremental increases to part-time fees would be at a level not more than 5% per annum.

- (c) That Home/EU taught fees for full-time and part-time, government supported postgraduate courses be increased by 5%, to reflect the level of internal inflation of University costs.
- (d) That the non-standard fee levels set out in Appendix 1 of paper SC.177/03-04 be approved in principle subject to further discussion between the Academic Office and the Finance Office on the application of a revised rate of internal inflation.

RESOLVED:

- (a) That the Academic Office undertake further investigation of the projected relative fee levels for undergraduate and taught postgraduate programmes by 2006.
- (b) That a Working Group, the proposed constitution of which would be brought forward for consideration by the Steering Committee at its meeting on 19 April, be established to give systematic consideration to the University's approach to setting fees for future years and to evaluate the implications and risks associated with significant changes in fee structures to report back to the Committee in June.

334/03-04 Risk Management

CONSIDERED:

Proposed revisions to the University's risk management processes (SC.165/03-04) together with an oral report from the Head of Internal Audit.

RESOLVED:

That the revisions to the University's risk management processes be approved as set out in paper SC.165/03-04 subject to amendment:

- (a) To ensure that institutional level expertise on identification of risks was deployed appropriately to prevent the process of risk identification resulting in duplication of effort at departmental level.
- (b) To involve committees other than the Steering Committee in identifying risks relevant to their area of functional responsibility, in particular the Estimates and Grants Committee and the Academic Quality and Standards Committee.

335/03-04 AC21 International Forum

CONSIDERED:

Revised costings for the proposed third International Forum of AC21 together with expressions of interest from academic departments regarding satellite for a (SC.174/03-04).

RESOLVED:

That the University host the third International Forum of AC21 in 2006 on the basis of the outline costings and expressions of academic interest received, subject to the receipt of a firm commitment of a contribution to funding the event from Advantage West Midlands.