

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 22 August 2005

Present: Deputy Vice-Chancellor (Chair)
Professor S Bassnett
Professor L Bridges
Professor Y Carter
Professor M Luntley
Professor H Thomas

Apologies: Vice-Chancellor, Professor A Caesar, Professor A Easton, Professor J Jones, Professor R Lindley, Ms K Stark, Professor M Whitby, Acting Director of Finance, Director of Academic and Student Affairs.

In Attendance: Academic Registrar, Director of Estates, Director of Personnel, Registrar, University Secretary, Ms N Snodgrass, for item 605/04-05 the Acting Head of Undergraduate Student Recruitment and Admissions, for item 606/04-05 the Director of Warwick Ventures, for item 608/04-05 the Assistant Registrar (Space Management and Timetabling), for item 614/04-05 the Senior Assistant Registrar (Teaching Quality), for item 617/04-05 the Research and Information Officer (Research Support Services).

The Deputy Vice-Chancellor welcomed Professor Susan Bassnett to her first meeting of the Steering Committee in her position as Pro-Vice-Chancellor.

604/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 25 July 2005 be approved subject to the addition of the Vice-Chancellor to the list of those members offering apologies for the meeting.

605/04-05 Undergraduate and Postgraduate Admissions

CONSIDERED:

University data on home and overseas undergraduate and postgraduate intake projections against budget plan as at mid-August 2005 (SC.404/04-05) together with oral reports from the Academic Registrar and the Acting Head of Undergraduate Student Recruitment and Admissions.

REPORTED: (by the Acting Head of Undergraduate Student Recruitment and Admissions)

- (a) That the confirmation and clearing process was still in its early stages and that the current position did not yet reflect final expected intake figures.
- (b) That the School of Engineering was now expected to meet its Home/EU undergraduate student intake target but that the Department of Computer Science was still projected to undershoot its target significantly.

606/04-05 Higher Education Innovation Fund Round 3: Funding Proposals

CONSIDERED:

UUK Information Note I/05/106 on the publication of the joint HEFCE/Office of Science and Technology (OST) consultation document 2005/36 on proposals for a third round of funding under the Higher Education Innovation Fund (HEIF3) together with a copy of the HEFCE/OST consultation document and a summary note from the Director of Warwick Ventures (SC.387/04-05).

REPORTED: (by the Registrar)

That the University had been invited to contribute to the Confederation of British Industry's response to the HEFCE/OST consultation.

RESOLVED:

- (a) That the Director of Warwick Ventures, in consultation with Research Support Services, take forward the preparation of a draft University response to the HEFCE/OST consultation for consideration by the Steering Committee at its meeting on 19 September.
- (b) That the draft University response to the HEFCE/OST consultation incorporate a statement on the role of the Regional Development Agencies in the context of collaboration between higher education and the wider business and industry communities.

607/04-05 10-Year Science and Innovation Framework: Annual Report 2005

RECEIVED:

UUK Information Note I/05/99 on the 2005 Annual Report on the implementation of the 2004-2014 Science and Innovation Framework (SC.392/04-05).

608/04-05 RAE 2008: Consultation on Main and Sub-Panel Assessment Criteria

RECEIVED:

A copy of a memo from the Director of Academic and Student Affairs to all Chairs of Departments on the RAE 2008 consultation on main and sub-panel draft assessment criteria and working methods (SC.393/04-05).

REPORTED:

(by the Assistant Registrar {Space Management and Timetabling})

- (a) That the University's RAE Steering Group had to date received 17 out of an expected 26 to 28 responses from Departments on the draft RAE 2008 assessment criteria.

(by the Deputy Vice-Chancellor)

- (b) That a timetable of key dates and deadlines in preparation for the RAE 2008 would shortly be distributed to all academic departments.

609/04-05 Accountability for Higher Education Institutions: Consultation

CONSIDERED:

HEFCE consultation document 2005/31 on the HEFCE's proposed new accountability process for higher education institutions (SC.394/04-05) together with an oral report from the Registrar.

RESOLVED:

That the Registrar arrange for the preparation of a draft University response to the HEFCE consultation for consideration by the Steering Committee prior to submission to the HEFCE by the deadline of 30 November 2005.

610/04-05 Comprehensive Spending Review

RECEIVED:

UUK Information Note I/05/95 on the Treasury announcement of a Comprehensive Spending Review to be undertaken in 2007 (SC.395/04-05).

611/04-05 Review of Higher Education Student Finance Delivery: Consultation

CONSIDERED:

UUK Information Note I/05/97 on the Department for Education and Skills (DfES) consultation on the DfES review of the delivery of higher education student finance in England (SC.396/04-05).

RESOLVED:

That the Director of Academic and Student Affairs and the Head of Student Finance prepare a response to the consultation for consideration by the Steering Committee prior to submission to the DfES by 5 October 2005.

612/04-05 International Issues / Immigration and Visa Applications

CONSIDERED:

- (a) A copy of an email from Universities UK together with UUK Information Note I/05/105 on the Home Office consultation 'Selective Admission: Making Migration Work for Britain' on proposals for a new points-based immigration system for managed migration routes to the UK (SC.391/04-05).
- (b) UUK Information Note I/05/110 providing an update on the work of the Joint Education Taskforce established by the Minister for Immigration and Citizenship to examine student immigration issues (SC.389/04-05).
- (c) UUK Information Note I/05/87 on the UUK student visa applications survey for July to September 2005 (SC.390/04-05).

REPORTED: (by the Academic Registrar)

That draft University responses to the Home Office consultation on proposals for a new points-based immigration system and the student visa applications survey were currently being prepared by the International Office and would be submitted for consideration by the Steering Committee at its meeting on 19 September prior to submission to UUK and to the Home Office.

RESOLVED:

That steps be taken to convey to the University's contacts in the Treasury the University's concerns regarding the Home Office proposals for a points-based immigration system.

613/04-05 National Teaching Fellowship Scheme

CONSIDERED:

A copy of a letter from the Higher Education Academy providing feedback from the National Teaching Fellowship Scheme (NTFS) Advisory Panel to nominees and institutions on the outcome of the 2005 round of the NTFS (SC.398/04-05).

RESOLVED:

- (a) That the Registrar convey to the Chief Executive of the Higher Education Academy the University's perspective on the feedback provided by the NTFS Advisory Panel.

- (b) That the Pro-Vice-Chancellor (Teaching and Learning) take forward initial preparations for the next round of the NTFS in 2006, including the identification of potential nominees and the development of the University's own objective criteria for successful nominations in line with the characteristics identified by the NTFS Advisory Panel.

614/04-05 Review of the Quality Assurance Framework: Phase One Outcomes

RECEIVED:

The report on the outcomes of Phase One of the joint HEFCE/Standing Conference of Principals (SCOP)/UUK Quality Assurance Framework Review (SC.397/04-05) together with an oral report from the Senior Assistant Registrar (Teaching Quality).

REPORTED: (by the Senior Assistant Registrar (Teaching Quality))

That the QAA was currently conducting a follow-up exercise to the University's 2004 Institutional Audit and that the University's draft response to the QAA would be brought forward for consideration by the Steering Committee at its next meeting on 12 September.

RESOLVED:

That the membership of the Universities UK Teaching Quality and Lifelong Learning Strategy Group be circulated for information to members of the Steering Committee.

615/04-05 HEFCE Strategic Plan 2006-11 (minute 580/04-05 refers)

RECEIVED:

HEFCE Circular letter number 19/2005 on the development of the 2006-11 HEFCE Strategic Plan (SC.399/04-05).

616/04-05 Revised Deposit Warwick Local Plan 1996-2011

CONSIDERED:

The University's representations to the Warwick District Council on the Revised Deposit Warwick Local Plan 1996 – 2011, a briefing note on the implications of the Plan and a map illustrating the proposed Major Development Site (MDS) Boundary against the potential development areas identified in the draft University Development Plan (SC.403/04-05) together with an oral report from the Director of Estates.

REPORTED: (by the Director of Estates)

That the Coventry City Council had proposed the removal of the University campus from the Green Belt.

RESOLVED:

- (a) That the University support any formal submission to the Warwick District Council of the Coventry City Council's proposal for the removal of all University land from the Green Belt.
- (b) That, notwithstanding resolution (a) above, consideration be given to investigation of the possibility of releasing University land outside the Green Belt in return for University development opportunities on Green Belt land currently controlled by Warwick District Council.
- (c) That the Dean of the Warwick Medical School be kept informed of developments in the Revised Deposit Warwick Local Plan relating to the proposed MDS boundary in the context of the proposed expansion of the Warwick Medical School.

617/04-05 Second Leverhulme Symposium (minute 589/04-05 refers)

CONSIDERED:

The draft outline proposal for the organisation and hosting by the University of the Second Leverhulme Symposium to be held in 2007 (SC.388/04-05).

RESOLVED:

- (a) That the draft outline proposal for the University to host the Second Leverhulme Symposium in 2007 be approved as set out in paper SC.388/04-05 for submission to the Leverhulme Trust by the deadline of 2 September 2005, on the understanding:
- (i) that the costs of the Symposium would be wholly borne by funding from the Trust.
 - (ii) that the availability of appropriate residential and conference facilities on campus for the Symposium had been established.
- (b) That, should the University's bid to host the Second Leverhulme Symposium be successful, consideration be given to representation on the organising committee by academic staff from all disciplines relevant to the proposed theme for the Symposium.

618/04-05 Consultation on Coventry Draft Community Involvement Statement: University Response

RECEIVED:

A briefing note on the implications of the Coventry Draft Statement of Community Involvement (SCI) together with the University's response to the draft SCI (SC.402/04-05).

619/04-05 White Paper on Skills: UUK Response

CONSIDERED:

UUK Information Note I/05/101 on UUK's response to the Government's White Paper on Skills 'Getting on in Business, Getting on at Work (SC.400/04-05).

RESOLVED:

That the University continue to monitor the engagement of Sector Skills Councils with higher education institutions in the UK in the context of the development of the interface between academic qualifications and the needs of industry.

620/04-05 Gateways to the Professions Consultation: UUK Response

RECEIVED:

UUK Information Note I/05/102 on UUK's response to the Gateways to the Professions consultation led by Sir Alan Langlands (SC.401/04-05).

621/04-05 ESRC Research Centres Competition 2005

REPORTED: (by Professor Luntley)

That the Centre for the Study of Globalisation and Regionalisation (CSGR) was currently preparing an outline bid for a third round of core funding under the 2005 ESRC Research Centres Competition and that this proposal would be submitted for consideration by the Steering Committee at its next meeting on 12 September.

RESOLVED:

That Professor Luntley review the CSGR ESRC Research Centres Competition proposal prior to submission of the proposal to the Steering Committee for consideration at its meeting on 12 September.

622/04-05 Warwick Teaching Certificate (minutes 251/04-05 and 450/04-05 refer)

RESOLVED:

That the Director of Personnel discuss with the Pro-Vice-Chancellor (Teaching and Learning) and the Deputy Director of the Centre for Academic Practice the issues raised at the meeting regarding the redevelopment of the Warwick Teaching Certificate with a view to bringing forward a further report on the Warwick Teaching Certificate for consideration by the Steering Committee in due course.

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