

## THE UNIVERSITY OF WARWICK

### Minutes of the Meeting of the Steering Committee held on 22 September 2003

Present: Vice-Chancellor  
Professor Dyson  
Professor Easton  
Professor Jones  
Mr R Jones  
Professor Lauder  
Professor McCrae  
Professor Palmer  
Professor Thomas  
Professor Whitby

Apologies: Professor Bassnett, Professor Mullender, Ms A Goodall.

In Attendance: Registrar, Academic Registrar, Finance Director, Administrative Secretary, Director of Communication, Miss E Clewlow, for item 596/02-03 Ms R Wooldridge Smith, for item 598/02-03 Ms F Emery, for items 599-600/02-03 and 603/02-03 Ms N Owen, for item 603/02-03 Dr J Ainley and for item 604/02-03 Ms K Gray.

592/02-03 Minutes

RESOLVED:

That the minutes of the meeting held on 15 September 2003 be approved.

593/02-03 CHeSS (minute 552/02-03 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That Professor Dyson had met with the Director of CHeSS to articulate clearly the need for the production of an academic plan and its role in determining the future of the Centre.

RESOLVED:

That the Deputy Vice-Chancellor and a member of the Registrar's staff take steps to ensure the implementation of the transfer of CHeSS from the Warwick Business School to the Warwick Medical School.

594/02-03 Centre for Bioinformatics (minute 583/02-03 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That Advantage West Midlands had requested the submission by the University of a revised proposal for the creation of a Centre for Bioinformatics having indicated that there would be a substantial reduction in the funding likely to be available to support such a proposal.

RESOLVED:

That the Chair of the Board of the Faculty of Science undertake further investigation of the position now being taken by Advantage West Midlands and the continued viability of the University's proposal for the creation of a Centre for Bioinformatics.

595/02-03 National Grid House (minute 576/02-03 refers)

RESOLVED:

That the Director of Student and Ancillary Services be asked to explore the feasibility of reducing the number of departments to be located in National Grid House bearing in mind the need to provide adequate space for future expansion while ensuring effective delivery of services to the University community and visitors.

596/02-03 Institutional Audit: Self-Evaluation

CONSIDERED:

The draft University Self-Evaluation Document for the QAA Institutional Audit on 1-5 March 2004 (SC.295/02-03) together with an oral report from the Senior Assistant Registrar (Teaching Quality).

RESOLVED:

- (a) That the University Self-Evaluation Document for the QAA Institutional Audit be approved in principle as set out in paper SC.295/02-03 subject to revisions as discussed during the meeting.
- (b) That relevant sections of the Self-Evaluation Document be circulated to interested members of University staff and a brief summary published on Insite to invite further feedback and, if appropriate, revision prior to submission to the QAA.

597/02-03 Lord Butterworth

RECEIVED:

An oral report from the Administrative Secretary on the arrangements for the University memorial service in honour of Lord Butterworth to be held on the morning of Friday 7 November in the Warwick Arts Centre.

598/02-03 HEFCE Framework for Improving Standards in Research Degree Programmes

CONSIDERED:

A draft University response to the formal HEFCE consultation on Improving Standards in Postgraduate Research Degree Programmes (SC.297/02-03) together with an oral report from the Chair of the Board of Graduate Studies.

RESOLVED:

That the University response to the formal HEFCE consultation on Improving Standards in Postgraduate Research Degree Programmes be approved as set out in paper SC.297/02-03 for submission to the HEFCE with an accompanying letter expressing the Committee's broader concerns regarding the potential impact of the proposals upon academic autonomy and the process by which it was proposed that postgraduate research degree programme standards would be monitored.

599/02-03 Report of the Undergraduate Curriculum Review Group

## CONSIDERED:

The final report of the Undergraduate Curriculum Review Group (SC.298/02-03) together with an oral report from Professor Jones.

## REPORTED:

That the Assistant Registrar (Undergraduate Admissions) had been appointed as a member of a Group representing the views of the Higher Education sector in relation to the proposed changes to the 14-19 curriculum.

## RESOLVED:

- (a) That the final report of the Undergraduate Curriculum Review Group be brought forward for further consideration by the Committee at its meeting on 12 October and that in the meantime members of the Committee be invited to submit comments on the report to Professor Jones or the Senior Assistant Registrar (Planning).
- (b) That the report be brought forward for consideration at the second meeting of Heads of Departments and Research Centres to take place before Christmas 2003.

600/02-03 NHSU National Call for Partners

## CONSIDERED:

A draft University bid to become the single high level partner of the National Health Service University (SC.300/02-03) together with an oral report from the Senior Assistant Registrar (Planning).

## RESOLVED:

That the University bid to become the single high level partner of the National Health Service University be approved in principle as set out in paper SC.300/02-03 subject to revision along the lines discussed at the meeting and on the understanding that the University would be the lead partner in the bid while acknowledging the breadth of the contribution to be made by the universities of Leicester and Coventry in their capacity as co-partners.

601/02-03 Institute of Education Review Implementation Group

## REPORTED: (by the Administrative Secretary)

That the Group for the implementation of the Review Report on the Institute of Education would consist of the following:

Acting Director of the Institute of Education (Chair)  
 Professor C Aubrey, Institute of Education  
 Professor J Campbell, Institute of Education  
 Professor R G Dyson, Warwick Business School  
 Professor M Luntley  
 Professor A Mullender, representing the Estimates and Grants Committee.

602/02-03 DTI/OST Consultation on Sustainability of Research

## CONSIDERED:

A draft University response to the DTI/OST consultation on the Sustainability of University Research and reform of part of the Dual Support System (SC.303/02-03).

## RESOLVED:

That the University response to the DTI/OST consultation on the Sustainability of University Research and reform of part of the Dual Support System be approved for submission to the DTI as set out in paper SC.303/02-03.

603/02-03 Future of the BA(QTS)

## CONSIDERED:

A proposal from the Institute of Education for the discontinuation of the four year BA(QTS) programme (SC.301/02-03) together with an oral report from the Deputy Director of the Institute of Education.

## RESOLVED:

Subject to formal agreement from the TTA and HEFCE to the permanent transfer of student numbers currently allocated to the BA(QTS):

- (a) that the four year BA(QTS) degree be discontinued with effect from the 2003/04 entry, and intake numbers transferred to the Primary and Early Years PGCE with effect from the academic year 2004/2005.
- (b) that the reallocation of any permanent additional HEFCE student numbers equivalent to three years of the BA(QTS) student population be considered in the context of the broader University Recruitment and Admissions Strategy it being understood that the Implementation Group of the Institute of Education would have an opportunity to bring forward proposals for the allocation of these student places to new degree programmes offered by the Institute.
- (c) that the Institute of Education Review Implementation Group consider as a matter of urgency the impact on the Institute of the discontinuation of the BA(QTS) programme.

604/02-03 Project Capital Funding

## CONSIDERED:

Proposals for the utilisation of the University's institutional allocation of HEFCE Project Capital Funding (SC.302/02-03) together with an oral report from the Assistant Registrar (Accommodation and Timetabling).

## RESOLVED:

That the proposals for the utilisation of the University's institutional allocation of HEFCE Project Capital Funding be approved in principle as set out in paper SC.302/02-03 subject to the reduction of the level of the University's contribution along the lines discussed at the meeting and on the understanding that further work would be undertaken to refine the detail of the proposals.

605/02-03 2003 University League Tables

CONSIDERED:

An analysis of the University's ranking in the newspaper league tables of universities (SC.299/02-03).

RESOLVED:

That further investigation be undertaken by the Senior Assistant Registrar (Planning) of the steps that might be taken to enable the University to present performance data to its best advantage.

606/02-03 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 1 October 2003 be as set out in the papers circulated for the meeting of the Senate.
- (b) That guidelines be drawn up outlining the type of awards and distinctions that should normally be included in reports to the Senate and the Council.