

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 24 September 2007

Present: Vice-Chancellor (Chair)  
Professor S Bassnett  
Professor L Bridges  
Professor A Caesar  
Professor R Higgott  
Mr J Kirby  
Professor M Luntley  
Professor M Smith  
Professor H Thomas  
Professor M Whitby

Apologies: Professor Y Carter, Professor S B Palmer.

In Attendance: Professor K Lamberts, Academic Registrar, Director of Finance. Director of Estates, Director: Warwick International, Registrar, University Secretary, Vice-Chancellor's Executive Officer, Ms H Sinclair, for item 677/06-07 the Senior Assistant Registrar (Teaching Quality), for item 679/06-07 the Head of Student Admissions and Widening Participation, for item 680/06-07 the Head of Student Finance, for item 682/06-07 the Senior Assistant Registrar (RAE), for item 684/06-07 the Director for the Centre for Academic and Professorial Development.

The Steering Committee welcomed Professor Koen Lamberts to his first meeting of the Steering Committee as incoming Chair of the Board of the Faculty of Science.

673/06-07 Minutes

RESOLVED:

That the minutes of the meeting held on 10 September 2007 be approved subject to revision of minute 639/06-07(b) on the THES Analysis of Research Grant Applications and Awards to exclude a '%' symbol against the figure reported in the 'Success Rate' column for each Research Council.

674/06-07 Argent House (minute 638/06-07(c) refers)

RECEIVED:

An oral report from the Director of Estates on the progress of discussions on the potential purchase of Argent House on the University of Warwick Science Park.

RESOLVED:

That the Director of Estates be authorised to continue to negotiate the costs associated with the potential purchase of Argent House until a clear position had been reached on the final costings, in order that the relevant University bodies might consider whether the potential purchase of the property should be pursued further by the University.

675/06-07 University Strategy

RECEIVED:

Oral reports from the Vice-Chancellor on:

- (a) The launch of the University Strategy during the week commencing 10 September which had resulted in significant positive coverage in the local and national media.
- (b) The recent coverage in the media of significant donations to UK and US Universities and the need for the University to achieve similar success in securing such funding if the implementation of the University Strategy were to be successful.

676/06-07 Redundancy Appeals Committee: HRI (minute 630/06-07 refers)

REPORTED: (by the University Secretary)

That the Vice-Chancellor had taken action, on behalf of the Steering Committee, to appoint the Academic Registrar to replace the University Secretary as one of the three members of senior University staff appointed to the Redundancy Appeals Committee to consider the appeal against notification of redundancy from a legacy member of staff at Warwick HRI in accordance with the approved redundancy procedure for HRI legacy staff.

677/06-07 National Student Survey 2007 (minute 664/06-07 refers)

CONSIDERED:

A paper providing a detailed analysis of the results of the National Student Survey (NSS) and setting out proposals for the dissemination of the results to University departments and proposed actions for consideration by the Academic Quality and Standards Committee.

RESOLVED:

- (a) That, in the light of the issues highlighted in the University's performance in the NSS, improvements in the timeliness and clarity of feedback on assessment to students must be prioritised by academic departments.
- (b) That the Chairs of the Faculty Boards discuss proposed responses to the issues raised by the University's performance in the National Student Survey with Heads of Department within their respective Faculty.
- (c) That all academic departments be asked to convene extraordinary meetings of their Student Staff Liaison Committees in the first two weeks of term to discuss areas of concern and identify necessary actions.
- (d) That the Academic Quality and Standards Committee review the actions set out in paper SC.507/06-07 in response to the outcome of the National Student Survey and monitor and oversee initial responses at a departmental level.
- (e) That a summary of initial plans of action from across all Faculties be prepared by the Pro-Vice-Chancellor (Teaching and Learning and International Affairs) and brought forward as part of the

report on Teaching Quality, scheduled for consideration by the Steering Committee at its meeting on 5 November 2007.

- (f) That issues concerning the personal development of students be examined in partnership with the Union of Students.

678/06-07 Midlands Manufacturing Research Centre (minute 658/06-07 refers)

RECEIVED:

The University's response to the invitation from the Executive Vice-President of Rolls Royce Plc to become a collaborative partner in the development of the Midlands Manufacturing Research Centre (MMRC) (SC.503/06-07).

REPORTED:

(by the Pro-Vice-Chancellor {Research: Science and Medicine})

- (a) That he, the Vice-Chancellor and the Director of Administration (Academic) in WMG attended a productive meeting with Rolls Royce Plc on 19 September to discuss the potential participation of the University as a collaborative partner in the proposed MMRC.
- (b) That it was expected that further information would be received from Rolls Royce Plc in the coming week on the University's potential participation in the MMRC.

RESOLVED:

That the Steering Committee record its thanks to the Pro-Vice-Chancellor (Research: Science and Medicine) and the Director of Administration (Academic) in WMG for their work in assisting with the preparation of the University's proposals for participation in the MMRC.

679/06-07 Undergraduate and Postgraduate Admissions Update and Fees Forecast

CONSIDERED:

University data on home and overseas undergraduate and postgraduate intake projections against the University 5-year plan as at 19 September 2007 (SC.509/06-07).

REPORTED:

(by the Academic Registrar)

- (a) That it was anticipated that the overall shortfall in student numbers could be accommodated within the safety factors allocated in the Financial Plan although this would not be certain until recruitment numbers were finalised on 30 October 2007.

(by the Vice-Chancellor)

- (b) That the University Strategy included a commitment to increase significantly the number of postgraduate students registered at the University and, while it seemed likely that the projected shortfall in postgraduate student recruitment could be accommodated within the Financial Plan, steps would need to be taken to address issues relating to future postgraduate student recruitment as a matter of priority.

RESOLVED:

That the Academic Resourcing Committee examine the provision of additional support to those academic departments which exceeded significantly their undergraduate student number targets for entry in October 2007.

680/06-07 Warwick Undergraduate Aid Programme (WUAP)

CONSIDERED:

A paper setting out proposals for the redesign of the Warwick Undergraduate Aid Programme for the academic year 2007/08 and beyond to simplify the scheme, to amend the eligibility for the Individual Donor Scholarships and to discontinue the work study scheme (SC.513/06-07).

RESOLVED:

That the changes to the Undergraduate Aid Programme for the academic year 2007/08 and beyond be approved as set out in paper SC.513/06-07.

681/06-07 Funding for Equivalent or Lower Level Qualifications

RECEIVED:

A copy of a letter from the Department for Innovation, Universities and Skills (DIUS) to the HEFCE together with an email from UUK and a letter from the University to the HEFCE relating to Government proposals to reduce funding for students in possession of a first degree wishing to obtain equivalent or lower level qualifications (SC.499/06-07).

682/06-07 University League Tables

RECEIVED:

A paper providing analysis of the University's improvement in ranking in the *Shanghai Jiao Tong Academic Ranking of World Universities* by seventeen places, the University's rise from eighth to seventh place in the *Times Good University Guide* league table and the University's ranking at eighth place in the new *Good University Guide* league table (SC.512/06-07).

683/06-07 HESA Performance Indicators 2007

RECEIVED:

A paper providing an update on Performance Indicators based on data collected for the academic year 2005/06 published by the Higher Education Statistics Agency on 19 July 2007 covering participation rates, non-continuation rates, projected learning outcomes, students in receipt of Disabled Student's Allowance, graduate employment and research indicators (SC.504/06-07).

684/06-07 Response to Revised Research Careers Concordat

CONSIDERED:

The draft University response to the draft revised Concordat to support career development for researchers published by Research Councils UK (SC. 506/06-07).

RESOLVED:

That the University response to the draft revised Concordat to support career development for researchers be submitted to RCUK as set out in paper SC.506/06-07 prior to the deadline of 30 September, subject to minor revisions to be made by the Professional Development Adviser in the Centre for Academic and Professional Development along the lines discussed at the meeting.

685/06-07 EPSRC International Review of Materials Research

RECEIVED:

A copy of the University's response to the EPSRC International Review of Materials Science (SC.517/06-07).

686/06-07 British Academy Report on Peer Review

RECEIVED:

A copy of the Executive Summary and recommendations of the British Academy Report *Peer Review: The Challenges for the Humanities and Social Sciences* (SC.514/06-07).

REPORTED: (by the Pro-Vice-Chancellor (Research: Arts and Social Studies))

That the British Academy Report identified that Peer Review is not the only means by which research may be evaluated and he would be discussing with Heads of Departments in the Faculties of Arts and Social Studies what other means might be applied in Arts and Social Studies disciplines to evaluate the quality of research.

687/06-07 New National Researcher Development Scheme

RECEIVED:

A copy of UUK Information Note I/07/108 providing information on changes to be introduced by the Research Councils to broaden the 'UK GRAD' programme and provide an additional £15m for a new national researcher development programme to support the personal, professional and career development of researchers in the UK (SC.501/06-07).

688/06-07 UK Intellectual Property Office (UKIPO) Consultation on Knowledge Transfer and IP

CONSIDERED:

The draft University response to UUK on the UK Intellectual Property Office Consultation on Knowledge Transfer and Intellectual Property together with UUK Information Note I/07/100 inviting comments on the consultation by 27 September 2007 (SC.508/06-07).

RESOLVED:

That the University response on the UK Intellectual Property Office Consultation on Knowledge Transfer and Intellectual Property be submitted to UUK by 27 September 2007 as set out in paper SC.508/06-07.

- 689/06-07      Reform of JNCHES
- RECEIVED:
- A copy of the Universities and Colleges Employers Association (UCEA) circular 07:60, dated 26 July 2007, on the progress of reform of the Joint Negotiating Committee for Higher Education Staff (JNCHES) including the current draft of an agreement for the reform of JNCHES (SC.495/06-07).
- 690/06-07      UCEA Consultation: Pay Arrangements For Clinical Academics Below The Level Of Consultant
- CONSIDERED:
- The draft University response to the Universities and Colleges Employers Association (UCEA) consultation on pay arrangements for clinical academics below the level of consultant (SC. 511/06-07).
- RESOLVED:
- That the University response to the consultation on pay arrangements for clinical academics below the level of consultant be submitted to the Universities and Colleges Employers Association (UCEA) as set out in paper SC.506/06-07 before the deadline of 1 October 2007.
- 691/06-07      Russell Group/RSA Lecture Series
- RECEIVED:
- A copy of a letter from the Russell Group inviting suggestions for University speakers for a series of lectures to communicate the value of research to the policy community and the wider public (SC.500/06-07).
- RESOLVED:
- That nominations for University researchers to lead lectures to communicate the value of research to the policy community and the wider public be forwarded to the University Secretary for collation and submission to the Russell Group.
- 692/06-07      Senate Business
- That the comments and recommendations of the Steering Committee on the items of business to be considered at the meeting of the Senate to be held on 3 October 2007 be approved as set out in the papers circulated for the meeting of the Senate.
- 693/06-07      QAA Draft Report: Audit of Warwick Manufacturing Group's Collaborative Courses with Hong Kong Polytechnic (minute 663/06-07 refers)
- RECEIVED:
- The final University response to the QAA on its audit of Warwick Manufacturing Group collaborative courses with Hong Kong Polytechnic University setting out the key points of concern and contention as submitted to the QAA on 14 September 2007 (SC.497/06-07).

694/06-07 Bid to Host Centre Européen de Calcul Atomique et Moléculaire (CECAM)  
(minute 638/06-07 refers)

RECEIVED:

The final University bid submitted to the CECAM Council to host the Centre Européen de Calcul Atomique et Moléculaire (CECAM) at the University (SC.498/06-07).

695/06-07 Update on 14-19 Curriculum Developments: QCA Publishes the Complete First Five Diplomas

RECEIVED:

A copy of UUK I-note 1/07/106 providing information on the publication of the details of the first five Diploma qualifications to be offered by the Qualifications Curriculum Agency (SC.502/06-07).

696/06-07 Patterns of Higher Education Institutions in the UK: Seventh Report

A copy of UUK I-note 1/07/105 on the seventh report published by UUK in the series *Patterns of Higher Education Institutions in the UK* (SC.515/06-07).

697/06-07 Consultation on Coventry Strategy: "Core Options: The Strategy"

RECEIVED:

A copy of the University's response to the Coventry City Council consultation on Coventry's Future 'Core Strategy: The Options' (SC.516/06-07).

698/06-07 Vote of Thanks

REPORTED: (by the Vice-Chancellor)

That this would be the last meeting of the Steering Committee for Professor Michael Luntley.

RESOLVED:

That the Steering Committee record its formal thanks to Professor Luntley for his contribution to the Committee and the work of the University in his capacity as Chair of the Board of the Faculty of Social Studies.

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27/09/07