

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 29 October 2007

Present: Vice-Chancellor (Chair)
Deputy Vice-Chancellor
Professor S Bassnett
Professor L Bridges (from item 81/07-08)
Professor A Caesar
Professor Y Carter
Professor R Higgott
Professor K Lamberts
Professor M Smith
Professor H Thomas

Apologies: Professor R Lindley, Professor M Whitby, Registrar.

In Attendance: Academic Registrar, Director of Estates, Director of Finance, University Secretary, Vice-Chancellor's Executive Officer, Ms H Sinclair, for items 76/07-08 to 80/07-08 the Director: Warwick International, for item 79/07-08 the Senior Assistant Registrar (Planning) and Head of Student Admissions & Widening Participation, for items 80/07-08 and 81/07-08 the Director of Campus Affairs and the Senior Assistant Registrar (Space Management and Timetabling), for item 83/07-08 the Director of Development and Alumni Relations, for item 84/07-08 the Director of Warwick HRI.

76/07-08 Minutes

RESOLVED:

That the minutes of the meeting held on 22 October 2007 be approved subject to the addition of the following clause to minute 58/07-08:

- (c) That Heads of Department be reminded of the relevance of the resources in the Modern Records Centre for a range of staff and student activities including the undergraduate Research Scholarship Scheme.

77/07-08 Changes to Visa Application System

RESOLVED:

That the Vice-Chancellor write to the Department for Innovation, Universities and Skills expressing concern about Home Office proposals for a points-based immigration system.

78/07-08 Russell Group: Access and Admissions

REPORTED: (by the Vice-Chancellor)

That he had been appointed as Spokesperson on Access and Admissions by the Russell Group.

79/07-08 Postgraduate and Undergraduate Enrolments: October 2007

CONSIDERED:

University data on home/EU and overseas undergraduate and postgraduate enrolments against the University 5-year plan as at 22 October 2007 (SC.52/07-08).

REPORTED:

(by the Vice-Chancellor)

- (a) That, for entry in October 2007, recruitment of Home/EU and Overseas students to undergraduate courses and to taught postgraduate courses was projected to be above target and that recruitment of Home/EU and Overseas students to taught postgraduate courses was projected to be slightly below target.
- (b) That the projected recruitment of students for entry in October 2007 based on enrolments and re-enrolments at 22 October 2007 represented an improvement on recruitment projections outlined in updates to the Steering Committee at previous points in the 2007/08 recruitment cycle.

(by the Academic Registrar)

- (c) That the Academic Office was seeking to establish whether the intervention strategies employed by the Academic Office with Academic Departments over the summer months had brought about the improvements in student admissions data for entry in October 2007.

RESOLVED:

That the Steering Committee record its formal thanks to all those University staff who had contributed to the admissions cycle for entry in October 2007.

80/07-08

Capital/Accommodation Update

CONSIDERED:

A paper providing an update on strategic matters relating to space management and capital development including current capital projects, SRIF and Teaching and Learning projects, academic allocation of space and use of space, postgraduate research space, storage space and strategic direction and decision making (SC.56/07-08).

REPORTED: (by the Director of Estates)

- (a) That discussions were ongoing on the development of a University 2* hotel and that it was expected that a firm decision on the proposed location of the hotel would be taken shortly once a full business plan had been drawn up for consideration.
- (b) That it was expected that work to relocate research teams in the Department of Chemistry would be completed by the end of the calendar year for the research team of Professor T Jones and by the end of the academic year 2007/08 for the research team of Professor P Sadler.

(by the Dean of the Warwick Medical School)

- (c) That the Warwick Medical School was preparing a bid to the Wellcome Trust for the award of capital funding for a Systems Biology building.

RESOLVED:

- (a) That every effort be made to ensure the completion of the nursery capital project before the start of the 2008/09 academic year.
- (b) That the Pro-Vice-Chancellor (Regional Engagement and Development and Fundraising) bring forward the capital proposal from the Warwick

Medical School to the Wellcome Trust on Systems Biology for consideration by the Steering Committee prior to submission before the deadline of 5 November 2007.

81/07-08

Campus Life Update

RECEIVED:

A paper providing an update on current developments and issues of concern relating to Campus Life including implementation of the University Strategy, the appointment of the University Senior Tutor, the appointment of a Muslim Chaplain, the relocation of the University Counselling Service and the international student barometer (SC.57/07-08).

REPORTED: (by the Director of Campus Affairs)

That it was expected that the University Senior Tutor would be appointed in the very near future.

82/07-08

Equality and Diversity Update

RECEIVED:

An paper providing an update on the progress of issues relating to Equality and Diversity including the University Equality Impact Assessment, the review of Equality and Diversity training, the review of the Disability Policy, the development and implementation of the Gender Reassignment Policy, the development of a single Equality Scheme and the appointment of the Director of Student Development (SC.58/07-08).

83/07-08

Development and Alumni Update

RECEIVED:

A paper providing an update on current developments in the Development and Alumni Relations Office including fundraising data, the telephone campaign, proposed follow up to the feasibility study carried out by Grezebach Glier Associates, Warwick Business School fundraising, alumni relations and the University response to the DfES consultation on a matched-funding scheme for voluntary giving to Higher Education (SC.59/07-08).

REPORTED: (by the Director of Development and Alumni Relations)

That the reported figure of £668,329 raised for the first quarter of 2007/08 represented a split of around 50% cash gifts and 50% cash pledges.

84/07-08

HRI QE Financial Report and Update

CONSIDERED:

A paper providing an update on current developments and issues of concern in Warwick HRI including the first intake of postgraduate students, the appointment of a NERC Advanced Fellow, progress on research grant income, the possibility of developing undergraduate modules, developments in buildings campus and infrastructure and the year end financial report for HRI (SC.55/07-08).

REPORTED: (by the Director of Warwick HRI)

That Warwick HRI had been awarded £4m of the £5m allocated by the Biotechnology and Biological Sciences Research Council (BBSRC) for a joint

research project with the Universities of Essex and Exeter on plant systems biology.

RESOLVED:

That the Committee record its congratulations to Warwick HRI for its successful bid to the BBSRC.

85/07-08 The Leverhulme Trust Research Programme Grants 2008

CONSIDERED:

A letter from the Leverhulme Trust inviting applications for the award of two Research Programme grants in 2008 under the following themes: networks, security and liberty, the management of cultural diversity and reality (SC.64/07-08).

86/07-08 Higher Education Engagement with Schools (minute 62/07-08 refers)

CONSIDERED:

The draft University response to UUK Information Note I/07/118 inviting responses from HEIs on their work with schools for collation by UUK and submission to the UK Government's National Council for Education Excellence (SC.54/07-08).

RESOLVED:

That the draft University Response to UUK on the University's collaboration with schools be submitted to UUK before the deadline of 31 October 2007, subject to the inclusion of additional information on the Medical School's engagement with schools.

87/07-08 Expansion of the Diploma Programme

RECEIVED:

A copy of the Department for Children, Schools and Families (DCSF) press release on the expansion of the diploma programme for 14-19 education to include additional diplomas in Science, Languages and the Humanities together with the DCSF policy document on the expansion of the diploma programme (SC.65/07-08).

88/07-08 UCEA Consultative Conference

RECEIVED:

A copy of a letter from UCEA dated 18 October 2007 including an update on progress on the planned reforms of collective negotiating arrangements and an invitation to a special consultative meeting of UCEA subscribers on 29 November 2007 (SC.61/07-08).

90/07-08 Academic Resourcing Committee QE Financial Report

CONSIDERED:

The Academic Resourcing Committee management accounts for the fourth quarter for 2006/07 (SC.36/07-08).

RESOLVED:

That the Vice-Chancellor write to the Director of the Institute of Education to express the Committee's concern at the significant shortfall in research income against budget.

91/07-08 Warwick Medical School QE Financial Report

RECEIVED:

The Warwick Medical School management accounts for the fourth quarter for 2006/07 (SC.62/07-08).

92/07-08 Warwick Business School QE Financial Report

RECEIVED:

The Warwick Business School management accounts for the fourth quarter for 2006/07 (SC.63/07-08).

93/07-08 Molecular Organisation and Assembly in Cells (MOAC) Doctoral Training Centre

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

That the Molecular Organisation and Assembly in Cells (MOAC) Doctoral Training Centre had been successful in securing a renewal of its EPSRC grant.

RESOLVED:

That the Steering Committee convey its formal congratulations to the Director of the Molecular Organisation and Assembly in Cells Doctoral Training Centre on securing the renewal of its EPSRC grant.