

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 30 October 2006

Present: Vice-Chancellor (Chair)
Professor S Bassnett
Professor L Bridges
Professor A Caesar
Professor Y Carter
Mr B Duggan
Professor R Lindley
Professor M Luntley
Professor S B Palmer
Professor M Smith
Professor M Whitby

Apologies: Professor J Jones, Professor H Thomas, Registrar, Academic Registrar.

In Attendance: Director of Communication, Director of Estates, Director of Finance, Deputy Registrar, Registrar, University Secretary, Ms N Snodgrass, for item 55/06-07 the Senior Assistant Registrar (Planning) and the Head of Student Admissions and Widening Participation, for item 56/06-07 the Director of Academic and Student Affairs, for item 57/06-07 the Director of Development and Alumni Relations.

49/06-07 Minutes

RESOLVED:

That the minutes of the meeting held on 23 October 2006 be approved.

50/06-07 Review of the School of Engineering (minute 30/06-07 refers)

REPORTED: (by the University Secretary and the Deputy Registrar)

That the membership of the working group established to review the existing approved management structure for the School of Engineering was as follows:

Professor M Cooper
Professor J W Gardner
Professor J D S Jones
Professor M Smith

51/06-07 Proposed Centre of Excellence in Biopharmaceuticals (minute 662/05-06 refers)

REPORTED: (by the Vice-Chancellor)

That, following discussions between Research Support Services and relevant academic departments, the University had opted not to submit a response to the invitation from bioProcessUK to host the proposed establishment of the UK Centre of Excellence in Biopharmaceuticals.

52/06-07 Building Student Demand for STEM Subjects (minute 37/06-07 refers)

REPORTED: (by the Pro-Vice-Chancellor {Teaching and Learning})

That the University had been one of only three HEIs to have received funding from the Royal Society of Chemistry in the pilot stage of the "Chemistry for our Future" programme, noting that these three HEIs were now eligible to submit preferential bids to the Royal Society of Chemistry for further funding available through this initiative.

53/06-07 Assessment and Feedback

REPORTED: (by the Pro-Vice-Chancellor {Teaching and Learning})

That the analysis undertaken by the Teaching Quality Unit in 2005/06 on the University's results in the 2005 National Student Survey (NSS) had indicated that the University's overall performance had been below the 50th percentile, that this was largely attributable to its score for feedback on assessed work and that this would have had a significant adverse effect on the University's ranking in the 2006 *Sunday Times* League Table had the required NSS reporting threshold been met.

RESOLVED:

- (a) That the Pro-Vice-Chancellor (Teaching and Learning) bring forward specific proposals for the review and improvement of assessment and feedback procedures throughout the University for consideration by the Steering Committee at its next meeting to be held on 6 November.
- (b) That the issue of assessment and feedback be raised as an item for discussion at the Autumn Term meetings of the Boards of the Faculties and that all Heads of Departments be encouraged to raise this issue at the next meetings of their Staff-Student Liaison Committees.

54/06-07 University Strategic Development (minute 31/06-07 refers)

REPORTED: (by the Vice-Chancellor)

That the arrangements for internal consultation process to be undertaken on the development of a new institutional strategy for the future direction of the University would be circulated to the Steering Committee within the next two weeks.

55/06-07 Postgraduate and Undergraduate Enrolments: October 2006

CONSIDERED:

University data on home and overseas undergraduate and postgraduate enrolments against the University 5-year plan as at 20 October 2006 (SC.33/06-07) together with an oral report from the Deputy Registrar.

RESOLVED:

That it was the view of the Committee that the significant shortfall of £2.6m against plan was not acceptable and that the following steps would need to be taken to ensure that the same situation did not obtain in future admissions cycles:

- (a) That, in the light of the issues raised in discussion at the meeting, the University's existing policy of maintaining stability in overseas undergraduate student number growth across the 2006-2010 planning period with the aim of overseas undergraduate students comprising not more than 20% of the total University undergraduate student population be reviewed at the Council and Strategy Committee Away Day to be held on 24 November with a view to rescinding this policy, noting that any new policy should take account of the need to maintain the diversity of the student body.
- (b) That steps be taken to provide departments with further advice on transparent accounting and to ensure that all departments are aware of the full cost implications of shortfalls against targets for individual categories of students and in particular overseas undergraduates.

- (c) That the Director of Academic and Student Affairs and the Director of Finance take forward the issues raised at the meeting relating to the number of stages and units involved in the setting and monitoring of student number targets with academic departments and the need to engage devolved units more fully in the review and approval process.

56/06-07 HEFCE Review of Performance Indicators

The draft University response to HEFCE consultation document 2006/34 inviting views on the usefulness and future development of the performance indicators for UK higher education (SC.37/06-07) together with an oral report from the Director of Academic and Student Affairs.

RESOLVED:

That the draft institutional response to the HEFCE consultation on performance indicators for the UK HE sector be approved for submission to the HEFCE by the deadline of 10 November 2006 subject to minor amendments along the lines discussed at the meeting.

57/06-07 Development and Alumni Relations Update

RECEIVED:

A report providing an update on University development and alumni relations activities (SC.34/06-07) together with an oral report from the Director of Development and Alumni Relations.

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

That data on the ratio of expenditure incurred against total fundraising income would be included in the next Development and Alumni Relations update to be brought forward for consideration by the Steering Committee in the Spring Term.

58/06-07 Board of Governors of Warwick Schools (minute 664/05-06 refers)

REPORTED: (by the University Secretary)

That Professor McEldowney had stepped down as the University's representative on the Board of Governors of the Warwick Independent Schools Foundation.

RESOLVED:

That members of the Committee forward to the University Secretary any suggestions for the nomination of a representative of the University for appointment to the Warwick Independent Schools Foundation Board of Governors for the period to 30 June 2009 in place of Professor McEldowney.

59/06-07 Membership of Senate Committees

RESOLVED: (on behalf of the Senate)

- (a) That Dr L Campbell be appointed to the membership of the Undergraduate Appeals Committee Panel for the Board of the Faculty of Arts.
- (b) That Dr A Manning and Professor P Walters be appointed to the membership of the Undergraduate Appeals Committee Panel for the Board of the Faculty of Science.

60/06-07 RCUK Efficiency and Effectiveness of Peer Review Project

CONSIDERED:

A letter from Research Councils UK inviting the University to submit an institutional response to its consultation on the RCUK Efficiency and Effectiveness Peer Review Project together with a copy of the consultation document and the executive summary of the RCUK report on the efficiency and effectiveness of peer review (SC.36/06-07).

REPORTED: (by the Vice-Chancellor)

That the Pro-Vice-Chancellor (Research) and the Director of Research Support Services would be developing a draft institutional response to the RCUK consultation on the peer review process for consideration by the Steering Committee prior to submission to RCUK by the deadline of 19 January 2007.

RESOLVED:

That the Pro-Vice-Chancellor (Research), with support from Research Support Services, prepare a paper outlining the procedures to be undertaken and key issues to be considered in the development of the draft University response to the RCUK consultation for consideration by the Steering Committee at its next meeting to be held on 6 November.

61/06-07 Advantage West Midlands Independent Performance Assessment: Stakeholder Workshop
(minute 740/05-06 refers)

RECEIVED:

A copy of the notes from the Advantage West Midlands Stakeholder Consultation Event held on 18 September 2006 as part of the AWM Independent Performance Assessment process (SC.35/06-07).

Cec\ins\steer-share\Mins06-07\Oct06\stg30-10-06
03/11/06