

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 8 November 2004

Present: Deputy Vice-Chancellor (Chair)
Professor L Bridges
Professor A Caesar
Professor Y Carter
Professor R Dyson
Professor A Easton
Professor J Jones
Mr S Lucas
Professor M Luntley
Professor H Thomas
Professor M Whitby

Apologies: Vice-Chancellor, Director of Personnel.

In Attendance: Academic Registrar, Director of Academic and Student Affairs, Director of Communication, Finance Director, Registrar, University Secretary, Ms N Snodgrass, for item 92/04-05 the Director of Student and Ancillary Services, for item 94/04-05 the Chair of the School of Health and Social Studies.

84/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 1 November 2004 be approved.

85/04-05 National Student Survey (minute 73/04-05 refers)

REPORTED: (By the President of the Students' Union)

(a) That a number of Students' Unions had raised objections to the National Student Survey, including the University of Oxford, King's College London, the University of Bristol and the University of Cambridge.

(b) That Rachael Tooth from the HEFCE would visit Glasgow on 12 November to discuss the National Student Survey with the Aldwych Group.

86/04-05 WMG: UTAR Proposal (minute 74/04-05 refers)

REPORTED: (by Professor Whitby)

That the revised WMG proposal for a new collaborative venture with the Universiti Tenku Abdul Rahman (UTAR) was being prepared for consideration by the Steering Committee as soon as practicable.

RESOLVED:

That the proposed University procedure for the approval of collaborative partnership proposals to facilitate full academic and financial planning processes for such ventures (SC.40/04-05) be applied only to proposed overseas collaborations and that a separate process for consideration of proposed UK collaborations would be overseen by the Collaborative, Partnership, Flexible and Distributed Learning Committee.

87/04-05 Leadership Foundation for Higher Education (minute 77/04-05 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That no suggestions for nominations for the Leadership Foundation Fellowships Programme had been forwarded to the University Secretary since the last meeting of the Steering Committee.

RESOLVED:

That the Registrar be requested to bring forward suggestions for nominations for the Leadership Foundation Fellowships Programme for consideration at the next meeting of the Committee.

88/04-05 Times Higher World University Rankings

RECEIVED:

An oral report from the Deputy Vice-Chancellor on the *Times Higher* World University Rankings in which the University had been ranked in 80th position internationally, 25th in Europe and 10th within the UK.

89/04-05 Scrutiny of Degree-Awarding Powers and University Status

RECEIVED:

An oral report from the Deputy Vice-Chancellor on the receipt of a circular from the Quality Assurance Agency inviting experienced institutional academic managers to assist the Agency in undertaking external scrutiny work associated with applications submitted to the Privy Council for the grant of degree-awarding powers or university titles.

RESOLVED:

That the University Secretary approach Professor Kemp and Professor Masson to establish whether they might be interested in assisting the QAA in scrutinising applications for degree-awarding powers and university title.

90/04-05 EPSRC Principal Advisory Bodies

RECEIVED:

An oral report from the Deputy Vice-Chancellor on the receipt of an invitation for nominations for appointment to membership of the EPSRC's two principal advisory bodies, the Technical Opportunities Panel and the User Panel.

RESOLVED:

That subject to his agreement, Mr John Higgins be nominated for appointment to membership of the User Panel of the EPSRC.

91/04-05 UUK/SCOP Report on Measuring Student Success

RECEIVED:

The Report of the UUK/SCOP Scoping Group chaired by the Vice-Chancellor of the University of Leicester, Professor Robert Burgess, on measuring and recording student achievement (SC.55/04-05).

92/04-05 Campus Life Issues

RECEIVED:

A report on significant developments in the following areas relating to Campus Life (SC.52/04-05):

- (a) Residential Accommodation Strategy
- (b) Social Facilities at Lakeside/Heronbank
- (c) Blue Lamp Award to the University Security Team
- (d) MATRIX Award for excellence to the Careers Service

RECEIVED:

An oral report from the Registrar on the hosting by the University of the International Children's Games taking place in July 2005, noting that arrangements for hosting the Games would be coordinated by a Group chaired by the Director of Warwick Commercial Enterprises.

RESOLVED:

- (a) That the Director of Student and Ancillary Services and the Chair of the Capital Projects Appraisal Group (CPAG) meet to discuss the involvement of the CPAG in plans for the proposed development of social facilities at Lakeside/Heronbank.
- (b) That the Committee record its congratulations to the campus Security Team on the receipt of a Blue Lamp Award in recognition of outstanding collaboration with the Coventry Police Force in the prevention and detection of crime on campus.
- (c) That the Committee record its congratulations to the Careers Service on its receipt of a MATRIX Award for excellence in the provision of careers information, advice and guidance.

93/04-05 Faculty Issues(a) Faculty of Arts

RECEIVED:

An oral report from the Chair of the Faculty of Arts on the following issues:

- (i) Accommodation constraints within the Faculty of Arts with particular reference to residential accommodation for visiting scholars and fellows.
- (ii) Preparation for the RAE 2008.
- (iii) The scheduling of meetings, content of agendas and attendance levels at the Faculty of Arts Advisory Board.
- (iv) The potential relocation of staff from the existing Humanities Building to the Westwood campus, noting that despite a number of concerns most members of staff were in favour of relocation.

(b) Faculty of Science

RECEIVED:

An oral report from the Chair of the Faculty of Science on the following issues:

- (i) The recent successful relocation of the Molecular Organisation and Assembly in Cells (MOAC) project to the former Senate House.
- (ii) Accommodation constraints currently being experienced by the Centre for Scientific Computing and on the Gibbet Hill campus.
- (iii) The terms of reference, remit, focus and attendance at meetings of the Faculty of Science Advisory Board.

(c) Faculty of Medicine

RECEIVED:

An oral report from the Vice-Chair of the Faculty of Medicine on the following issues:

- (i) The ongoing refurbishment of the Gibbet Hill campus, including car parking difficulties and catering arrangements.
- (ii) The long-term accommodation and occupancy plans for the Clinical Sciences Building.
- (iii) The successful operation to date of the Faculty of Medicine Advisory Board.

RESOLVED:

That the Committee record its thanks to the Warwick Medical School for its patience during the extensive period of building work at the Gibbet Hill campus.

(d) Faculty of Social Studies

RECEIVED:

An oral report from the Chair of the Faculty of Social Studies on the following issues:

- (i) The strategic role of and attendance at meetings of the Faculty of Social Studies Advisory Board.
- (ii) Issues relating to the planned refurbishment of the Social Studies Building during the 2005 and 2006 summer vacations and the possible need for specific arrangements to be put in place to support members of staff who might be required to work from home in the absence of office space during the refurbishment.

RESOLVED:

That the issues raised by the Chair of the Faculty of Social Studies relating to the planned refurbishment of the Social Studies Building be referred to the Working Group established to oversee the refurbishment arrangements and that the Steering Committee be kept informed of the progress of the Group.

94/04-05

IRR Library

RECEIVED:

An oral report from the Chair of the Board of Graduate Studies noting that he was a Board Director of the Institute for Race Relations.

CONSIDERED:

A report from the Chair of the School of Health and Social Studies on the proposed acquisition by the University of the Sivanandan Collection of the Institute of Race Relations (IRR) (SC.56/04-05).

RESOLVED:

- (a) That the academic case for the acquisition of the Sivanandan Collection by the University be supported by the Committee.
- (b) That the Chair of the School of Health and Social Studies work together with the Finance Director and the Chair of the Board of Graduate Studies to develop a financial strategy to support the acquisition of the Sivanandan Collection from the IRR for consideration, in the first instance, by the Steering Committee.

95/04-05

WGA Scholarship Scheme 2004/05

RECEIVED:

A report on the WGA Scholarship Scheme for the academic year 2004/05 (SC.50/04-05).

RESOLVED:

That the Committee record its congratulations to the WGA on the success and expansion of the WGA Scholarship Scheme since its inception in the academic year 2000/01.

96/04-05

International Recruitment: UUK Circular

CONSIDERED:

Universities UK Circular I/04/117 on international student enrolments together with an attached questionnaire on international student enrolments for completion by Universities (SC.54/04-05).

RESOLVED:

That the University's response to the UUK questionnaire on international student enrolments be approved, subject to amendment along the lines discussed at the meeting, and submitted to Universities UK by the deadline of 19 November.

97/04-05

Queen's Anniversary Prizes

CONSIDERED:

An invitation from the Queen's Anniversary Prizes Office for submissions from the University for the 2004 round of the Queen's Anniversary Prizes Scheme for Higher and Further Education (SC.57/04-05).

RESOLVED:

That a group be established to consider nominations from the University for the Queen's Anniversary Prizes Scheme for 2004, including those suggestions raised at the meeting.

98/04-05 Annual Monitoring Statement

RECEIVED:

Notification from the HEFCE of approval of the University's Annual Monitoring Statement and Corporate Planning Statement (SC.53/04-05).

99/04-05 WMS Representation on the Academic Quality and Standards Committee

RESOLVED:

That Professor E Peile be appointed to membership of the Academic Quality and Standards Committee in place of Professor J Dale for the academic year 2004/05.

100/04-05 Term Dates

REPORTED: (by Professor Whitby)

That concerns had been raised at the most recent meeting of the Academic Quality and Standards Committee on the reduction in the teaching year consequent upon terms commencing on Wednesdays rather than Mondays.

RESOLVED:

That the University Secretary, the Director of Personnel, the Senior Assistant Registrar (Teaching Quality) and the Director of Warwick Commercial Enterprises meet to review the existing 10 year cycle of approved term dates and discuss the feasibility of altering term dates where these commenced mid-week or were scheduled to commence in close proximity to a national holiday.