

UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 8 March 2004.

Present: Deputy Vice-Chancellor (in the Chair)
Professor Dyson
Professor Easton
Professor J Jones
Mr R Jones
Professor Lauder
Professor McCrae
Professor McFarlane
Professor Mullender
Professor Whitby

Apologies: Vice-Chancellor, Professor Thomas, Finance Director.

In Attendance: Acting Registrar, Academic Registrar, University Secretary, Director of Personnel Services, Deputy Finance Director, Ms A Goodall, Miss E Clewlow, for item 299/03-04 Director of the Institute of Health and Assistant Registrar (Registrar's Office).

292/03-04 Minutes

RESOLVED:

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

293/03-04 Centres for Excellence in Teaching and Learning (minute 270/03-04 refers)

REPORTED: (by the Academic Registrar)

- (a) That the Department of Mathematics had expressed interest in developing a University bid for a Centre for Excellence in Teaching and Learning.
- (b) That further clarification had been received on the number of bids the University was eligible to submit and further guidance from the HEFCE defining the nature of collaborative bids was now awaited.

294/03-04 AUT Industrial Action (minute 271/03-04 refers)

REPORTED: (by the Director of Personnel Services)

- (a) That under one hundred members of University staff had declared themselves as having taken industrial action on 24 and 25 February.
- (b) That he had written to all Chairs of academic departments to gather information on the likely impact of the next stage of industrial action planned by the AUT.

295/03-04 Research Incentives Scheme (minute 274/03-04 refers)

REPORTED: (by Professor Jones)

That Professor Rand was undertaking further work on proposals to develop a research incentives schemes which would be brought forward for consideration by the Committee at a future meeting.

296/03-04 Representative of the Senate to the Council (minute 283/03-04 refers)

RESOLVED:

That if no nominations had been received from members of the Senate by the close of business on 8 March and in the event that no nominations were forthcoming at the meeting of the Senate on 11 March, Professor Alma Harris, should she be willing to serve, be nominated as a representative of the Senate to the Council in place of Professor Mullender for the period 1 April to 31 July 2004.

297/03-04 Institutional Audit

RECEIVED:

An oral report from Professor Whitby on the QAA Institutional Audit of the University undertaken during the week beginning 1 March noting the themes which had arisen in the course of discussions with the auditors.

RESOLVED:

- (a) That the Committee record its thanks to all University staff and students who had contributed to the Audit process and, in particular, find an appropriate way of expressing its appreciation of the work of the Senior Assistant Registrar (Teaching Quality) and her team in preparing for Institutional Audit.
- (b) That preliminary feedback from the QAA, expected by 19 March, be brought forward for consideration by the Steering Committee at its meeting on the following Monday.

298/03-04 Recurrent Funding

RECEIVED:

Notification from the HEFCE of the University's recurrent grant allocation for the academic year 2004/2005 together with a brief summary of the implications for the University of the recurrent grant allocation prepared by the Deputy Finance Director (SC.158/03-04 {revised}, tabled at the meeting).

299/03-04 Departmental Review of the School of Health and Social Studies (minute 273/03-04 refers)

CONSIDERED:

The Departmental Review Report on the School of Health and Social Studies (SC.145/03-04) together with oral reports from the Chair of the School of Health and Social Studies and the Director of the Institute of Health on progress made within the School in taking forward the recommendations contained within the Report since the Review had been conducted.

RESOLVED:

That the School's strategic plan, once fully developed, together with any bids for additional resources arising from the recommendations within the Review Report be submitted for consideration by the Estimates and Grants Committee.

300/03-04 Job Evaluation Scheme

CONSIDERED:

A report from the Job Evaluation Project Steering Group recommending a single job evaluation scheme for adoption by the University (SC.153/03-04).

RECOMMENDED: (to the Finance and General Purposes Committee)

That, subject to certain modifications, the Hay job evaluation system be adopted as the University's job evaluation scheme as set out in paper SC.153/03-04.

301/03-04 Director of IT Services

REPORTED: (by the Acting Registrar)

That Ms R Gilmore had been appointed as the University's Director of IT Services.

302/03-04 Senate Business

RESOLVED:

That the comments and recommendations of the Steering Committee on items of business for the meeting of the Senate to be held on 10 March 2004 be as set out in the papers circulated for the meeting of the Senate.