

<b>UNIVERSITY OF WARWICK</b>		
<b>ACADEMIC RESOURCING COMMITTEE</b>		
<b>OPEN MINUTES OF THE MEETING HELD FROM 1.00PM - 3.00PM, MONDAY, 26 JUNE 2023, ON MS TEAMS</b>		
<b>Present</b>	Professor Chris Ennew	Provost (Chair)
	Professor Lorenzo Frigerio	Vice-Provost & Chair of the Faculty of Science, Engineering and Medicine
	Professor Caroline Meyer	Pro-Vice-Chancellor (Research)
	Professor Rachel Moseley	Vice-Provost & Chair of the Faculty of Arts
	Professor Mike Shipman	Pro-Vice-Chancellor (International)
	Professor Nick Vaughan-Williams	Vice-Provost & Chair of the Faculty of Social Sciences (to item 078)
	Professor Derrick Watson	Faculty Representative for the Faculty of Science, Engineering and Medicine
<b>Attending</b>	Dr Navdeep Kaur Bains	Director of Research & Impact Services
	Gareth Bennett	Chief Operating Officer, WBS ((item 081 only)
	Adam Child	Academic Registrar (Secretary)
	Jackie Clarke	Faculty Director of Administration, FSS (item 081 only)
	Jane Coleman	Chief Operating Officer, WMG (for item 081 only)
	Ruth Cooper	Faculty Director of Administration, FoSEM (item 081 only)
	Helen Grover	HR Engagement Director
	Dr Liz Hough	Head of Admissions (item 073 only)
	Helen Mead	Head of Finance, Departmental Services Team (ARC)
	Sam McClenaghan	Deputy Finance Director
	Kim Robinson	Deputy Director and Head of Education Policy and Governance (item 077 only)
	Cara Smith	Senior Administrator, WMG (for item 081 only)
	Simon Stearn	Chief Data Officer (IDG)
	Diana Stonefield	Faculty Director of Administration, FoA (item 081 only)
	Carol Walker	Senior Assistant Registrar (SP&A Group)
Claire Wightman	Assistant Registrar (SP&A Group) (Assistant Secretary)	
Protected items are denoted by a * in the minutes.		
<b>NOTE:</b> Some items are noted as ' <i>Exempt information not included</i> ' as they contain information that is restricted to Members and Attendees of the Academic Resourcing Committee.		
<b>Ref</b>	<b>Item</b>	
068	<p><b>Apologies for absence and welcome</b></p> <ul style="list-style-type: none"> <li>• Apologies were received from Professor Kate Astbury, Professor Ruth Hewston, Professor Chris Hughes, Professor Yulia Timofeeva and Professor Gwen Van der Velden.</li> <li>• The Chair welcomed Simon Stearn, the new Chief Data Officer in the Information and Digital Group, who was joining today's meeting to better understand the workings of the Committee.</li> <li>• The Chair welcomed Dr Liz Hough, Director of Admissions, for item 073 – update on admissions forecast.</li> <li>• The Chair noted that, as the group was at slightly below the best practice quoracy level of two thirds of Committee members (including the Chair) being present, ARC Administrators had sought agreement by correspondence for items 74, 75 and 76, which were approvals of various Terms of Reference and membership for the 2023/24 academic year. Members who had provided their approvals prior to the meeting were Professors Kate Astbury and Ruth Hewson which meant that, assuming all members present also approved these items, there were sufficient approvals to make valid decisions. If any decisions were taken in relation to item 081 – risk registers – agreement would be sought from non-attending members after the meeting.</li> </ul>	

069	<p><b>Declarations of Interest</b></p> <p>No new declarations were made.</p>
070	<p><b>Minutes of last meeting on 11 May 2023</b></p> <p>The minutes of the meeting held on 11 May 2023 (070-ARC260623, Protected) were <b>approved</b>.</p>
071	<p><b>Matters arising from last meeting on 11 May 2023</b></p> <p>The matters arising were as follows:</p> <p><b>Completed actions in ARC actions log</b></p> <ul style="list-style-type: none"> <li>• Actions 1 and 2 009 - Capital/Academic Equipment Fund Report - from the 9 September 2022 ARC meeting could be closed on the actions log.</li> <li>• Action 040/08 from 22 March 2023 ARC meeting, relating to risks for Psychology around the payment for participation in Psychology and Behavioural Science exercises could be closed.</li> </ul>
072	<p><b>Chair's Business and Actions</b></p> <p>The Committee received and noted a verbal update from the Chair:</p> <p><b>(a) Update on tender process for an Online Programme Management (OPM) partner</b> Exempt information not included.</p> <p><b>(b) Thanks to outgoing Committee members</b></p> <ul style="list-style-type: none"> <li>• The Chair recorded the thanks of the Committee to outgoing PVC Education, Professor Chris Hughes (in his absence), and outgoing PVC International, Professor Mike Shipman, who was leaving the University, and to Professor Gwen Van der Velden (in her absence), who was finishing her term as DPVC Education, for their very valued input into Committee business over the past years.</li> <li>• The Chair also expressed the thanks of ARC to Professor Lorenzo Frigerio, who would conclude his time on ARC as V-P/CoF for FoSEM, but who would remain on the Committee as the incoming PVC Education.</li> </ul>
073	<p><b>2023 Admissions Cycle Update</b></p> <p>The Committee received the report (073-ARC260623, Protected) and key points and discussions were as follows: Exempt information not included.</p>
074	<p><b>Student Recruitment Strategy Steering Group Proposed Membership and Terms of Reference 2023-24</b></p> <p>The Committee received the report (074-ARC260623, Protected) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> <li>• The Committee noted the changes proposed in relation to agents and entry requirements, which would allow decision making to be taken by area specialists, with SRSSG having oversight.</li> </ul> <p><b>DECISION:</b> The Committee <b>approved</b> the Student Recruitment Strategy Steering Group proposed Membership and Terms of Reference 2023-24.</p>
075	<p><b>Academic Resourcing Committee (ARC) Executive Proposed Membership and Terms of Reference 2023-24</b></p> <p><b>DECISION:</b> The Committee <b>approved</b> the ARC Executive proposed Membership and Terms of Reference 2023-24.</p>

076	<p><b>Academic Resourcing Committee (ARC) Proposed Membership and Terms of Reference 2023-24</b></p> <p>The Committee received the report (074-ARC260623, Protected) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> <li>• The terms of reference included an additional term that made explicit reference to the risk registers as a responsibility of ARC.</li> <li>• There were changes to governance arrangements under discussion and so further changes may be proposed.</li> </ul> <p><b>ACTION:</b> The Committee <b>recommended</b> the Academic Resourcing Committee (ARC) proposed Membership and Terms of Reference 2023-24 for consideration by the Senate.</p>
077	<p><b>Review of Academic Governance</b></p> <p>The Committee received a verbal report from the Deputy Director and Head of Education Policy and Governance and key points and discussions were as follows:</p> <ul style="list-style-type: none"> <li>• A Review of Academic Governance purpose and function was underway, with the last review having taken place in 2017.</li> <li>• Committee effectiveness, information flow and communications for Senate and its sub-committees were being considered.</li> <li>• Terms of Reference mapping formed part of the Review and would enable scrutiny of the flow of business and help to identify any duplications.</li> <li>• There would be a series of focus groups with Committee members and Chairs following the collation of this information, to determine Senate and Committee purposes in order to be able to provide the necessary assurances to properly effect business.</li> <li>• The Review timescale was important, and it was hoped that initial findings would be reported back to Senate in January 2024.</li> </ul>
078	<p><b>Academic Resourcing Committee Annual Planning Round (APR) Thematic Analysis</b></p> <p>The Committee received the report (078-ARC260623, Protected) and key points and discussions were as follows: Exempt information not included.</p>
079	<p><b>Financial performance of academic departments: Quarter 3 2022-23</b></p> <p>The Committee received the report (079-ARC260623, Protected) and key points and discussions were as follows: Exempt information not included.</p>
080	<p><b>Capital/Academic Equipment Fund report with summary of bids approved</b></p> <p>The Committee received the report (080-ARC260623, Protected) and key points and discussions were as follows: Exempt information not included.</p>
081	<p><b>Faculty, Warwick Business School, Warwick Manufacturing Group, Warwick Medical School and Academic Continuity Working Group (ACWG) Risk Registers</b></p> <p>The Committee received the report (081-260623, Protected) and key points and discussions were as follows: Exempt information not included.</p>

<b>Items below this line were for receipt and/or approval, without discussion</b>	
<b>Theme Heading</b>	
082	<b>Departmental Strategy Development Update</b> The Committee received and noted the report (082-ARC260623, Protected).
083	<b>University of Warwick Annual Turnover Report - rolling 12 months</b> The Committee received and noted the report (083-ARC260623, Protected).
084	<b>Minutes of the ARC Executive meeting in June 2023</b> The Committee received and noted the report (084-ARC260623, Protected).
085	<b>Minutes of the Student Recruitment Strategy Steering Group meeting in April 2023</b> The Committee received and noted the report (085-ARC260623, Protected).
086	<b>Minutes of the Fees Working Group meeting in March 2023</b> The Committee received and noted the report (086-ARC260623, Protected).
<b>Other</b>	
087	<p><b>Any other business</b></p> <p>The following other business was raised:</p> <p><b>(a) Thanks to the outgoing Chair of ARC</b></p> <ul style="list-style-type: none"> <li>• The Academic Registrar noted that this was Professor Chris Ennew’s last ARC meeting and, on behalf of the Committee, thanked the Chair for her time on, and approach to, steering ARC since 2016, noting that her particular blend of strategic thinking coupled with such a considered leadership approach, had been very impactful and valued.</li> <li>• Professor Ennew would be greatly missed, in both a professional and personal capacity, and the Committee members, attendees and guests wished her the very best for her future endeavours.</li> </ul>
<b>Next meeting: Wednesday 13 September 2023, from 2.00pm - 4.00pm, in CMR 1.0, University House</b>	