UNIVERSITY OF WARWICK ACADEMIC RESOURCING COMMITTEE OPEN MINUTES OF THE MEETING HELD ON THURSDAY 14 MARCH 2019			
Present	Professor Chris Ennew	CE	Provost (Chair)
	Professor Dan Branch	DB	Chair of Faculty of Arts
	Professor Lorenzo Frigerio	LF	Senate Representative for the Faculty of Science, Engineering and Medicine
	Professor Chris Hughes	CH	Pro-Vice-Chancellor, Education
	Professor Sudhesh Kumar	SK	Senate Representative for the Faculty of Science, Engineering, and Medicine
	Professor Hema Mistry	HM	Associate Professor, Warwick Medical School (shadowing Professor Alison Ribeiro de Menezes as part of the Academic Shadowing Scheme)
	Professor Matt Nudds	MN	Chair of Faculty of Social Sciences
	Professor Alison Ribeiro de Menezes	AR	Senate Representative for the Faculty of Arts
	Professor Mike Shipman	MS	Chair of Faculty of Science, Engineering, and Medicine (Chair)
	Professor Simon Swain	SS	Pro-Vice-Chancellor, External Engagement
	Professor Pam Thomas	PT	Pro-Vice-Chancellor, Research
Attending	Trudie Donnelly	TD	Organisation Development Director (item 064 only)
	Lisa Lavender	LL	Organisation Development Consultant (item 064 only)
	Sam McClenaghan	SM	Deputy Finance Director (DST)
	Faye Murray	FM	Acting Director, Strategic Planning & Analytics
	Dr Chris Twine	CT	Academic Registrar (Secretary)
	Claire Wightman	CW	Administrative Officer (SP&A)

Restricted items are denoted by a * in the minutes.

Ref	Item
054	**Apologies for absence** Dr Richard Hutchins, Professor David Lamburn, Professor Andy Lockett, Professor Penny Roberts, Carol Walker.
055	**Chair's welcome and introduction**
056	**Declarations of Interest** No declarations were reported.
057	**Minutes of last meeting on 14 February 2019** The minutes of the meeting held on 14 February 2019 were approved.
058	***Matters arising from last meeting on 14 February 2019** The matters arising were as follows: **(a) Feedback from ARC with Heads of Department Meeting on 7 March 2019**

	(b) **Sessional Teaching Payroll (STP)**
	(c) **Update on Balanced Scorecards and Operational Efficiency Data**

	Substantive Items
059	**Chair's Business**
	The Committee received and noted the following verbal updates from the Chair:
	(a) Lord Bhattacharyya's Passing
	1. The Chair spoke of the sad loss of Lord Bhattacharyya, noting some of the outstanding tributes that had been made.
	2. It would be important to ensure that ARC provided the right level of support to colleagues in Warwick Manufacturing Group in terms of the Group's succession planning and ARC Annual Planning Round meeting in April 2019.
	(b) Albukhary Scholarships
	The University had received a donation of c. £1 million to fund scholarships, noting that the award of these would be via a competitive process, with departments making nominations which would then be considered at the ARC-Chairs of Faculty meetings.
	(c) ARC Annual Planning Round Process
	1. This was the last Committee meeting before the series of departmental Annual Planning Round meetings in April 2019, noting that these would be held against the unknown backdrop of the Augar Review.
	2. A lot of work had been undertaken in Strategic Planning and Analytics to ensure that the University did not lose out on intercalated student numbers and that income budgeting in this round was as accurate as possible.
060	***2019 Cycle Admissions Update**
	The Committee received and noted an update on current application and offer numbers for the 2019 entry cycle.
061	***Academic Equipment Fund 2018-19**
	The Committee received and noted the report,

	Finance and Resources
062	***Financial Performance of Academic Departments Quarter 2 2018/19 Highlights**
	The Committee noted the Quarter 2 results for academic departments and the increase in forecast gross surplus from the adjusted budget for 2018/19.
063	**Departmental Strategy Renewals**
	The Committee noted a verbal update on the status of Departmental Strategy Renewals.

064	**New Learning Management System – Overview of Core Functionality and Benefits**
	The Committee received a demonstration from the Organisation Development Director and the Organisation Development Consultant, noting that:
	1. Access would be via the SuccessFactors homepage.
	2. All learning could be browsed, including by topic.
	3. If no date was available for a course you should still sign up and would receive an email when a date became available.
	4. Any direct reports would be listed in the 'My Employees' tab, on the left.
	5. Work was being undertaken on an interface between Moodle and the LMS system to enable the pick-up of the leaning cycle from Moodle.
	6. At the moment the System was set up for staff only and consequently would only pick up PhD students if they were registered as Sessional Tutors, noting that this would be looked at further in Phase 2.
	7. The System had the functionality to identify specific cohorts, for example for training purposes, and send communication to these groups.
	8. The System could also be used for new staff/joiners, noting that thought was being given as to what we wanted to put together as an induction package for employees.
	9. The PDR should be the starting point for drawing up a proper action plan which the System could then help manage, noting that it was important not to lose sight of this.
	10. Ultimately, once PDRs were online, there would be a link between these and the LMS.
	11. Exploration would be undertaken to see if it was possible to have interfaces with other compliance and monitoring tools similar to Moodle.
	12. Phase 1 would be phased, with a pilot in CCSG.
	Items below this line were for receipt and/or approval, without discussion
065	***Chair's Action Report**
	The Committee received and noted the report (027-ARC140319 {restricted}).
066	***Minutes of Student Recruitment Strategy Steering Group (SRSSG) meetings**
	The Committee received and noted the minutes of the SRSSG meeting held on 3 December 2018 (029-ARC140319 {protected}).
067	***Minutes of ARC Chairs of Faculty meetings**
	The Committee received and noted the minutes of the ARC Chairs of Faculty meeting held on 11 February 2019 (030-ARC140319 {restricted}).
	Next meeting: Thursday 16 May 2019, 1pm – 5pm, CMR 1.0 University House`