UNIVERSITY OF WARWICK ACADEMIC RESOURCING COMMITTEE OPEN MINUTES OF THE MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2019			
Present	Dr Chris Twine	CT	Academic Registrar (Chair)
	Professor Lorenzo Frigerio	LF	Faculty representative for the Faculty of Science, Engineering and Medicine
	Professor Chris Hughes	CH	Pro-Vice-Chancellor (Education)
	Professor Sudhesh Kumar	SK	Faculty representative for the Faculty of Science, Engineering, and Medicine
	Professor David Lamburn	DL	Deputy Pro-Vice-Chancellor (Education)
	Professor Caroline Meyer	CM	Chair of the Faculty of Science, Engineering and Medicine
	Professor Rachel Moseley	RM	Faculty Representative for the Faculty of Arts
	Professor Matt Nudds	MN	Chair of the Faculty of Social Sciences
	Professor Penny Roberts	PR	Chair of the Faculty of Arts
	Professor Nick Vaughan-Williams	NV-W	Faculty Representative for the Faculty of Social Sciences
Attending	Yvonne Burrell	YB	Head of Finance, Departmental Services Team (DST) (ARC)
	Catherine Cochrane	CC	Director of RSS (Research and Impact Services)
	Lesley Houfe	LH	Interim HR Engagement Director
	Sam McClenaghan	SM	Deputy Finance Director (DST)
	Faye Murray	FM	Director, Strategic Planning and Analytics (SP&A)
	Claire Wightman	CW	Administrative Officer (SP&A)

Restricted items are denoted by a * in the minutes.

NOTE: Some items are noted as '*Exempt information not included*' as they contain information that is restricted to Members and Attendees of the Academic Resourcing Committee.

Ref	Item
01	**Apologies for absence** Professor Chris Ennew, Professor Stephen Jarvis, Professor Mike Shipman, Professor Pam Thomas, Carol Walker.
02	**Chair's welcome and introduction** The Chair welcomed the following new members of ARC to their first meeting: a) Professor Caroline Meyer, the new Chair of the Faculty of Science, Engineering and Medicine. b) Professor Rachel Moseley, the new Faculty representative from the Faculty of Arts. c) Professor Nick Vaughan-Williams, the new Faculty representative from the Faculty of Social Sciences.
03	**Declarations of Interest** No declarations were made.
04	**Minutes of last meeting on 20 June 2019** The minutes of the meeting held on 20 June 2019 were <u>approved</u>.

05	**Matters Arising from the meeting on 20 June 2019**
	(a) Review of the current process for Strategy Renewals (minute 093)
	The Director of Strategic Planning and Analytics would now bring the proposals to the 16 October 2019 ARC meeting, following a discussion at the ARC-Chairs of Faculty meeting on 14 October 2019.
	(b) Decisions and Actions Log
	The Chair went through the open actions arising from ARC meetings and those that were reported as having been actioned would be marked as 'completed' and removed from the Decisions and Actions Log once the minutes were approved at the next meeting.
06	**Chair's Business and Actions**
	(a) Senate Approval of ARC Membership and Terms of Reference 2019-20
	At its meeting on 3 July 2019 Senate had approved the membership of, and Terms of Reference for, ARC, for 2019-20.
	(b) Fees Working Group Minutes
	The most recently approved Fees Working Group minutes were now being included, below-the-line (for information), in the papers for ARC Committee meetings.
	(c) Chair's Action Report
	The Chair's Action Report in relation to resource bids was included below-the-line, for information.
07	**ARC Schedule of Business for 2019/20 and Review of Business Undertaken in 2018/19**
	ARC noted the report. The Chair asked that members and attendees be proactive in bringing forward, at the appropriate times, any other items of business that they felt should be discussed/considered at Committee meetings.
08	***Admissions Update**
	The Chair provided a verbal update on student admissions and acceptances.
	Exempt information not included.
	Action: A more detailed report from SROAS would come to the 16 October 2019 ARC meeting.
09	***Financial Performance of Academic Departments: Quarter 4 2018/19 Highlights:**
	(a) Quarter 4 2018/19 Highlights and Research Income Excluding Warwick Manufacturing Group (WMG)
	The Committee noted the report 09-ARC180919.
	Exempt information not included.
	Actions:
	(a) Research and Impact Services (R&IS) would work with Finance and other colleagues as appropriate to produce a more detailed report on departmental research gross margin variances, excluding WMG, and would bring this report to an ARC meeting.
	(b) The Head of Finance, Departmental Services Team (DST) (ARC) would analyse, and circulate details of, the funder mix, noting that the mix affected the margins.

	(b) Strategic Investment Fund - Summary of Expenditure and Return on Investment (where reported).
	The Committee noted the approved bids and the summary of money committed from, and remaining in, the Fund.
	Exempt information not included.
10	***Academic Equipment Fund 2019/20**
	The Committee received the report (10-ARC180919).
	Exempt information not included.
11	***Departmental Strategy Renewals**
	The Director of Strategic Planning and Analytics gave a verbal update on the status of Departmental Strategy Renewals.
	Exempt information not included.
	Action: The review of the current process of Strategy Renewals would be brought to the October 16 2019 ARC meeting following discussion at the Chairs of Faculty meeting on 14 October.
	Items below this line were received and/or approved, without discussion
12	***Chair's Action Report**
	The Committee noted the report (12-ARC180919 {restricted}).
13	***Minutes of Student Recruitment Strategy Steering Group (SRSSG) meeting**
	The Committee noted the minutes of the SRSSG meeting held on 17 June 2019 (13-ARC180919 {protected}).
14	***Minutes of ARC Chairs of Faculty meetings**
	The Committee noted the minutes of the ARC Chairs of Faculty meetings held on 8 July and 29 July 2019 (14-ARC180919 {restricted}).
15	***Minutes of Fees Working Group meeting held on 3 April 2019.**
	The Committee noted the minutes of the Fees Working Group meeting held on 3 April 2019 (15-ARC180919 {restricted}).
16	**QS World University Rankings Academic Reputation Survey**
	The Director of Strategic Planning and Analytics (SP&A) reported that all academic Heads of Department had been emailed by colleagues in SP&A, asking them to put forward names of academics to provide feedback in each subject area, and asking them to suggest contacts in other reputable universities. These names would then be put forward to QS as part of the University's work to manage more effectively the reputation metric around QS and elsewhere.
	Action: Director of Strategic Planning and Analytics to email the Chairs of Faculty to let them know which academic departments had responded to the email, and to request assistance in encouraging those that had not yet responded to provide contacts at other institutions.
	Next meeting: Wednesday 16 October 2019, 2pm – 5pm, CMR 1.0 University House