

UNIVERSITY OF WARWICK

Campus Life Committee

There will be a meeting of the Campus Life Committee on Wednesday 15th February at 9.00am in CMR 1.1, University House.

C.E.Charlton
University Secretary

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Committee, Matthew Scott (ext 22507 or M.T.Scott@warwick.ac.uk) or the Assistant Secretary, Kara Bailie (ext 74342 or kara.bailie@warwick.ac.uk).

AGENDA

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Campus Life Committee held 9th November 2005 (copy attached).

2. Matters Arising

(a) Campus Development Plan (Minute 6/05-06 refers)

TO RECEIVE:

An update from the Director of Estates on submission of the Campus Development Plan and development of University transport policy.

(b) Mental Health (Minute 10/05-06 refers)

TO REPORT:

(i) That interviews for the Student Mental Health Co-ordinator were taking place on Wednesday 15th February.

(ii) That the issues relating to staff mental health provision raised at the last meeting of the Committee had been forwarded to the Director of Personnel Services, who indicated that the University Safety Officer and Occupational Health were responsible for this area of provision, noting that the Occupational Health department employs a Counsellor for a half day per week working exclusively with staff.

(c) Illegal Substances (Minute 11/05-06 refers)

TO REPORT:

(i) That the Chair of the Committee and the Director of Academic & Student Affairs had met with the Students' Union President and Welfare Officer to discuss ways to improve welfare support to students found using or possessing illegal substances in the halls of residence.

- (ii) That a 'student support package' would be developed in consultation with the University Senior Tutor which could be tailored to individual students' needs and seek to address underlying issues, noting that students would be required to meet with the Senior Tutor after the incident.
 - (iii) That a proposal for an appeals process for students accused of using or possessing illegal substances in the halls of residence would be brought forward to the next meeting of the Committee.
- (d) Leave of Absence During Religious Festivals (Minute 14/05-06 refers)

TO REPORT:

- (i) That at its last meeting, the Committee resolved that confirmation be sought from the University's Equal Opportunities Adviser that the existing mechanisms for seeking leave of absence during major religious festivals were appropriate, it being noted that departmental processes should be made clear to students.
- (ii) That all written and unwritten University policies would be subject to Equal Opportunities Impact Assessment over the next few months, which would identify any areas for concern relating to gender, disability, religion or age.
- (ii) That departments with queries about student requests for leave of absence due to religious occasions should contact the Chaplaincy to discuss.

3. Progress of Committee Recommendations

TO REPORT:

That at its meeting held on 1st December, the Senate considered a report from the Campus Life Committee and its resolutions recorded under the following items:

- (a) Residential Accommodation Allocations
- (b) Lakeside Social Facilities and Nursery Expansion
- (c) Launch of Warwick Sport
- (d) Islamic Prayer Hall

Membership of the Campus Life Committee

RESOLVED:

That revisions to the membership of the Committee to include the Director of Estates and the Director of the Arts Centre be approved as proposed in paper CLC1/05-06 (revised).

4. Chair's Business

5. Annual Reports

TO CONSIDER:

Annual Reports from the following student welfare and support services:

- (a) Students' Union Advice and Welfare, paper CLC 8/05-06 (copy attached)
- (b) Senior Tutor, Counselling Service and Disability Co-ordinator, paper CLC 9/05-06 (copy attached).

- (c) Warwick Volunteers, paper CLC 10/05-06 (copy attached).
- (d) Chaplaincy
- (e) Senior Warden (DEFERRED to next meeting)

6. Catering Provision

TO CONSIDER:

A report from the Director of Warwick Retail on plans for catering provision at the University.

7. Warwick Children's Services

TO CONSIDER:

A business plan paper proposing an expanded range of offerings for child care on-campus, paper CLC 5/05-06 (copy attached); it being noted that the financial plan was being revised but would be put forward to the financial planning round.

8. Student Part-Time Work During Study

TO CONSIDER:

A paper outlining the University's current strategy relating to student work experience and proposed areas for development of guidance for students, paper CLC 6/05-06 (copy attached).

9. Postgraduate Social Facility

TO REPORT:

- (a) That preliminary discussions had been held between the Graduate School, Student Services, Students' Union and residential staff on the potential usage of a postgraduate social facility near Lakeside and Heronbank residences.
- (b) That an on-line survey was being e-mailed to all postgraduate students to determine the required components of such a facility by looking at venues currently frequented on campus, study habits and preferences.

10. Residential Accommodation

TO REPORT:

- (a) That an operational decision had been taken to allocate a Whitefields Flat to the Music Centre for storage of musical instruments.
- (b) That the Senior Warden and Accommodation Manager had developed a proposal to strengthen procedures for handling complaints within Warwick Accommodation, and would be discussing implementation shortly; it being noted that the University Secretary's Office was undertaking a project to look procedures for dealing with non-academic complaints across the University.

TO RECEIVE:

A report from the Accommodation Manager on the allocation of accommodation for 2005-06.

TO CONSIDER:

Residential accommodation for short-term visiting fellows.

11. Prayer Facilities

TO REPORT:

- (a) That at its last meeting the Equal Opportunities Committee considered the University Race Equality Policy and Action Plan for 2005 – 2007 (EOC 2/05-06) and resolved that the Campus Life Committee consider the existing provision of small prayer facilities across the University and whether these meet the needs of staff and students.
- (b) That the opening of the Islamic Prayer Hall would be held on 4th March 2006, noting that the process of identifying an Islamic Chaplain for the University had commenced.

12. Operation of the Personal Tutor System

TO REPORT:

That the Report of the Working Group on Student Support and Guidance, approved by the Senate in 2004, set out the expectation that departments would provide a statement (updated as required), of the operation of the Personal Tutor system within the department to the University Senior Tutor, identifying the ways in which the University expectations are met and any variations introduced to reflect local needs.

TO RECEIVE:

A report analysing and compiling profiles of departmental personal tutor systems, paper CLC 7/05-06 (copy attached); it being noted that the report was considered by the Academic Quality & Standards Committee at its meeting held on 26th January.

13. Any Other Business

14. Date of the Next Meeting

TO REPORT:

That the next meeting of the Committee was scheduled for Wednesday 31st May at 10.00am in CMR 1.1, University House.