

UNIVERSITY OF WARWICK

**Campus Life Committee**

Minutes of the meeting held on Monday 15 November 2004

PRESENT: Professor R Dyson (Chair), Ms C Braddock, Rev M Bratton, Professor L Bridges, Dr P Byrd, Mr J Cunnington, Ms K Dodd, Mr T Monnington, Professor S Rai

APOLOGIES: Professor R Freedman, Ms S Lyle, Ms G Morris, Dr C Rodgers

IN ATTENDANCE: Mr A Paine, Ms K Penner, Mr M Scott, Ms I Warner (for minute 5/04-05c only)

1/04-05 Minutes

RESOLVED:

That the minutes of the meeting of the Committee held on 7 June 2004 be approved.

2/04-05 Membership and Terms of Reference

COINSIDERED:

The Membership and Terms of Reference of and issues for possible consideration by the Committee (paper CLC 1/04-05).

3/04-05 Matters Arising on the minutes

(a) Developing a Residential Accommodation Strategy (minute 24/03-04a referred)

CONSIDERED:

A draft report (CLC2/03-05) from the Director of Student and Ancillary Services on the development of a student accommodation strategy.

RESOLVED:

- (i) That the Warwick Accommodation website be the definitive source of information for accommodation.
- (ii) That the Committee supported fully the view that the University should continue to manage a portfolio of off-campus accommodation.
- (iii) That the Director of Student and Ancillary Services be asked to continue her work on developing a Student Accommodation Strategy and report to the next meeting of the Committee.

(b) Strategic Review of Catering (minute 224/03-04(b) referred)

RESOLVED:

That as the item was taken very late in the agenda, no report be given.

- (c) 40<sup>th</sup> Anniversary Celebrations (minute 29/03-04 refers)

REPORTED:

By the Director of Student and Ancillary Services that the approved programme is now available on Insite.

- (d) Facilities at Lakeside (minute 24/03-04e refers)

CONSIDERED:

A progress report from the Director of Student and Ancillary Services on the proposal to construct a building to house a social facility adjacent to Lakeside.

RECOMMENDED (to the Senate):

That the construction of additional social space be given high priority as it would significantly improve the campus life experience of students living in Lakeside and Heronbank and would be an essential aspect of the strategy to increase the recruitment of new postgraduate students to the University.

4/04-05 Progress of Committee Recommendations

- (a) Disability Network

REPORTED:

That at a meeting of the Senate held on 30 June 2004 it was RESOLVED that the proposal for the establishment of a Disability Network be approved as set out in paper CLC.14/03-04.

- (b) Child Protection Policy

REPORTED:

That at a meeting of the Senate held on 30 June 2004 it was recommended that the revised University Child Protection Policy Statement be approved as set out in paper CLC.16/03-04.

5/04-05 Residential Accommodation

- (a) Allocation of accommodation for the 2004/2005 academic year

RECEIVED:

An oral report from the Accommodation Manager (paper CLC3/04-05).

REPORTED (By the Accommodation Manager):

That the number of overseas fee paying postgraduates expected to require campus accommodation was significantly lower than the original forecast, which had allowed Warwick Accommodation to offer campus accommodation to students who would normally be expected to live in off-campus accommodation and had resulted in a significantly higher void rate in the off-campus portfolio of University managed accommodation than previous years.

RESOLVED:

- (a) That a Group be formed to replace the Working Party on the Residential Account, meeting in January to propose rents for the following year and take a longer term view on a range of residences issues, it being noted that the terms of reference and remit of the Group were subject to further discussions with the Registrar.
- (b) That the Committee welcomed the decision by the University to abolish the Westwood dining scheme.
- (b) Allocation of accommodation for the 2005/2006 academic year

CONSIDERED:

Proposals prepared by the Accommodation Manager (paper CLC 4/04-05).

REPORTED: (By the Accommodation Manager)

- (i) That campus accommodation had been reserved for the various categories of student who have a guarantee;
- (ii) That in the light of recent experience, it had been assumed that only 70% of new overseas postgraduate forecast to enrol at the University next year would apply for campus accommodation;
- (iii) That a much more flexible approach to taking on managed off-campus housing was being used in order to reduce the University's exposure to high voids.

RESOLVED:

That the proposals for the allocation of residential accommodation for 2005/06 be approved, it being noted that some changes may be made to the precise allocation in the light of revised student numbers forecasts.

- (c) Issues arising from the Wardens' Liaison Group

Deferred to the next meeting of the Committee

- (d) Accommodation for International Students

CONSIDERED:

A report from the Chair International Committee of the Students' Union

REPORTED:

- (i) That meeting rooms in the Students' Union had been reserved to provide temporary storage space to students on Saturday 4<sup>th</sup> December and that this information would be conveyed to students by Warwick Accommodation;
- (ii) That the bank selected by a student was not known until the student arrived at the University and this delayed the preparation of student status letters, it being noted that each bank required a letter addressed to the specific bank before a student can open a bank account.

RESOLVED:

- (iii) That Warwick Accommodation explore the practicalities of providing transport to assist students in their transfer to vacation accommodation.
- (iv) That Warwick Accommodation pass term time address information to the International Office as soon as is practicable during September 2005 to facilitate the preparation of student status letters.
- (v) That the Director of Student and Ancillary Services approach the International Office to investigate the possibility of asking students to indicate which bank they were intending to bank with during the enrollment process with an indication as to why this is important, it being noted that discussions were currently underway in the banking industry to identify common wording between banks for student status letters.
- (vi) That the Director of Student and Ancillary Services and International Office investigate the possibility of providing a secure box for those students carrying large amounts of cash for the initial weeks of the academic year.

6/04-05 Warwick Sport

CONSIDERED:

A report on A Constitution for Warwick Sport from the Director of Physical Education and Sport and Sports Officer of the Students' Union (paper CLC 5/04-05, copy attached).

RECOMMENDED (to the Senate):

That the Constitution for Warwick Sport be approved as set out in paper CLC 5/04-05 subject to:

- (a) The membership of the Users Subgroup being extended to include;
  - (i) One additional academic or academic related member of staff;
  - (ii) One additional Clerical, Manual or Technical member of staff;
  - (iii) One additional student.
- (b) The inclusion of the phrase 'as far as is practicable, membership will reflect the diversity of users'.
- (c) The addition of a clause giving Warwick Sport the power to exempt any member from the membership fee.

7/04-05 Student Development and Student Support/University House

RECEIVED:

An oral report from the Director of Student and Ancillary Services.

REPORTED:

That the Student Development and Support area was working on strengthening links with the Learning Grid, particularly through the Careers Hub.

8/04-05 Careers Service usage statistics

RECEIVED:

A report on the Careers Service usage statistics (paper CLC 6/04-05).

9/04-05 Services to Staff and Students

REPORTED (by the Director of Student and Ancillary Services):

That an impact assessment was being undertaken to see if any group of staff or students was disadvantaged as a result of the services being co-located at University House.

MS 16.11.04

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