

UNIVERSITY OF WARWICK

**Campus Life Committee**

Minutes of the meeting held on Wednesday 9<sup>th</sup> November 2005

PRESENT: Professor S Bassnett (Chair), Rev M Bratton, Professor L Bridges, Professor R Burns, Dr P Byrd, Mr R Cave, Mr J Cunnington, Mr D Kelley, Dr C Mias, Mr T Monnington,

APOLOGIES: Dr C Rodgers, Mr Z Hirani

IN ATTENDANCE: Mr B Healy, Ms K Bailie, Rev Prem Fernando, Mr A Rivett, Mr M Scott, Mr M Stacey, Mr J Wrigley

1/05-06 Minutes

RESOLVED:

That the minutes of the meeting of the Committee held on 7 June 2005 be approved.

2/05-06 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).

RECOMMENDED (to the Senate):

That Mr R Wilson, Director of the Estates Office and Mr A Rivett, Director of the Arts Centre be invited to become members of the Committee.

3/05-06 Matters Arising on the minutes

REPORTED: (By the Director of the Arts Centre)

That the Open Gala Concert, hosted by the University in July as part of the 40<sup>th</sup> Anniversary Celebrations, was a huge success and it was hoped to hold a similar event during the Warwick Student Arts Festival next year.

4/05-06 Progress on Committee Recommendations

REPORTED:

That at its meeting held on 29<sup>th</sup> June, the Senate received reports on the following items from the Campus Life Committee:

- (a) Developing a Residential Accommodation Strategy
- (b) Senior Tutor and Counselling Service

(a) Allocation of accommodation for the 2005/2006 academic year

RECEIVED:

A report from the Accommodation Manager on the allocation of residential accommodation for 2005-06 (paper CLC2/05-06).

REPORTED:

- (i) That due to the number of first year undergraduates seeking campus accommodation prior to the start of the academic year, it was necessary to ask 118 first years temporarily to share single rooms at Westwood for the first few weeks of the Autumn Term.
- (ii) That a further 60 final year students had accepted an offer to share a single room at Westwood on the basis that they would be offered a permanent single campus room within the first few weeks of term, noting that each 'sharer' was charged half rent (£30.50) for the duration of their 'share'.
- (iii) That all 'sharers' had been offered permanent single room by the end of week five of the Autumn Term due to rooms becoming available through 'no shows' and withdrawals, noting that all students were offered assistance with transferring their belongings to their permanent accommodation.
- (iv) That at the end of week 5 there were 29 vacant campus rooms in undergraduate areas, which was within the void rate assumption.
- (v) In order to ensure that no new postgraduate students would arrive at the University and find themselves homeless, 40 rooms were reserved at the Ramada Hotel, Coventry, noting that:
  - (A) All 40 rooms were offered to postgraduates who applied late or applied on arrival at the University.
  - (B) Students staying at the Ramada were charged the equivalent of the rent for Lakeside (£89.00 per week) for the duration of their stay and, in recognition that students could not cater for themselves, were given an 'Eating at Warwick' card to the value of £75.00.
  - (C) A small number of students staying at the hotel (2-3) secured private accommodation; the remainder were offered campus accommodation by the end week 2 of the autumn term.
  - (D) All students were offered assistance to transport their belongings to their permanent accommodation.
- (vi) That five postgraduate rooms were vacant at the end of week 5, but that due to Warwick Accommodation's waiting list of postgraduates all rooms were under offer.

(b) Allocation of accommodation for the 2006/2007 academic year

CONSIDERED:

Proposals prepared by the Accommodation Manager on the allocation of residential accommodation for 2006-07 (paper CLC 3/05-06).

REPORTED:

- (i) That campus accommodation had been reserved for the various categories of student who had a guarantee.
- (ii) That in the light of recent experience it had been assumed that only 75% of new overseas postgraduates forecast to enrol at the University next year would apply for campus accommodation.
- (iii) That for the 2006/07 academic year, rent for campus and off-campus accommodation managed by the University would include a basic level on insurance cover to a value of £3,000 for personal possessions, with full details available on-line at [www.warwick.ac.uk/accomodation](http://www.warwick.ac.uk/accomodation).
- (iv) That, in the light of the experience in 2004/05, during which the University experienced a higher than expected number of vacancies, a much more flexible approach to 'taking on' managed off-campus housing was used in order to reduce the University's exposure to high voids in the future.

RESOLVED:

That the proposals for the allocation of residential accommodation for 2006/07 be approved as set out in paper CLC 3/05-06, it being noted that some changes may be made to the precise allocation in the light of revised student numbers forecasts.

6/05-06 Campus Development Plan

CONSIDERED:

A report from the Head of Estates Services on the Campus Development Plan 2005 – 2020.

REPORTED:

That the Transport Steering Group and the University's transport consultant would be considering the findings of the traffic survey of staff and students currently underway which would feed into the development of a transport strategy.

RESOLVED:

That it be noted that members of the Committee expressed concerns around:

- (a) The on-going problems experienced by students, staff and visitors due to road traffic congestion on Gibbet Hill Road;
- (b) The increasing size of the campus and difficulties in making inter-campus journeys;
- (c) The perceptions of students that the footpath to Westwood was not safe, which may result from the hidden nature of the path.

RECOMMENDED:

- (d) That further measures to integrate Westwood into the main campus be explored, particularly with the University's recent acquisition of Milburn House.
- (e) That the Transport Steering Group making recommendations to the Carbon Trust project explore the feasibility of an internal transport system to reduce car travel and improve mobility across the campus.

7/05-06 Lakeside Social Facilities and Warwick Children's Services Development

REPORTED:

That a draft design for the proposed development at Lakeside was now under consideration, it being noted that further consultation would be undertaken with postgraduate students to ensure that a facility was being developed that was fit for purpose, and that a business case was being developed for expanded nursery facilities.

RESOLVED:

- (a) That both facilities had been under discussion for several years and were considered to be high priority projects that should be taken forward in parallel.
- (b) That the Director of Estates provide a progress report on the development of social facilities at Lakeside to the next meeting of the Committee.

8/05-06 Warwick Sport

REPORTED: (By Director of Physical Education and Sport)

- (a) That the International Children's Games, hosted by the University during the summer involving 1,300 children from over 50 cities from around the world had been considered a great success in terms of developing further links with Coventry City and providing excellent marketing for the University.
- (b) That the Autumn Term had seen a very successful launch of Warwick Sport with the £30.00 annual charge (less than that of any other UK University) had generated £300,000 to support participation in sport.
- (c) That approval had been received for the development of indoor tennis facilities at Westwood.
- (d) That Coventry City Council was supportive of the University developing a 50m swimming pool on the campus but that significant outside funding would be required in order for the University to proceed.
- (e) That plans were now in place to upgrade the sports facilities at Warwick HRI, including improving the cricket pitch and adding modest health and fitness facilities.
- (f) That discussions were underway with Warwick Hospitality about the possibility of various student societies using space in the Westwood Social Building, noting that the Students' Union was also carrying out discussions with the Westwood Dining Hall User's Group.

9/05-06 Islamic Prayer Hall

REPORTED:

- (a) That at its meeting held on 10<sup>th</sup> October, the Finance and General Purposes Committee resolved that the Islamic Prayer Hall refurbishment and the associated release of up to £320k be approved provided that the funds of £50k raised by the Islamic Society were made available to supplement the funding of the scheme.
- (b) That plans for the refurbishment of part of the space vacated in the former Senate House for use as an Islamic Prayer Hall had been developed and works would begin shortly, noting that it was due for completion in February 2006.

RESOLVED:

That the Chair of the Committee, Senior Chaplain and Assistant Secretary would continue discussions outside the meeting with a view to developing recommending an appointment procedure and defining the interaction between the Muslim Advisor and the wider Chaplaincy team, including responsibilities for management of the Islamic Prayer Hall space.

10/05-06 Mental Health

RECEIVED:

An oral report from the Senior Tutor on the new Student Mental Health Co-ordinator role, it being noted that funding had been approved for the appointment of a Student Mental Health Co-ordinator for an initial 18 month period.

CONSIDERED:

A report from the Welfare and Equal Opportunities Officer on the development of a mental health strategy (paper CLC 4/05-06).

RESOLVED:

- (a) That amendments be made to the Personal Tutor section of the Students' Union mental health strategy to remove the reference to 'further training'.
- (b) That the Committee's concerns about mental health support for members of staff experiencing mental health difficulties be communicated to the Director of Personnel, noting that the Counselling Service is a resource available for use by staff and students.

11/05-06 Response to Illegal Substances in Halls of Residence

REPORTED:

- (a) That at its meeting held on 18<sup>th</sup> July the Steering Committee considered a report on the review of the University's response to illegal substances in the halls of residence and resolved:
  - (i) That for the forthcoming academic year the University's current policy and response to the use and possession of illegal substances in campus halls of residence be retained but with the provision for the extension to the period of notice to quit University residences from 2 to 4 weeks, noting that this would require a revision to University Regulation 27.
  - (ii) That the Director of Academic and Student Affairs, in the light of the range of points raised in discussion at the meeting and following consultation with the Pro Vice-Chancellor responsible for Campus Life, bring forward proposals to the Committee for addressing the use and possession of illegal substances in on campus halls of residence.
- (b) That at its meeting held on 28<sup>th</sup> September the Senate resolved that the proposal to amend University Regulation 27 to extend the period of notice to quit University Residences from two to four weeks be approved.
- (c) That the Director of Academic and Student Affairs would be consulting with the Pro Vice-Chancellor responsible for Campus Life and President of the Students' Union to bring forward proposals to the Committee for addressing the use and possession of illegal substances in on campus halls of residence.

12/05-06 Student Part-time Work during Study

REPORTED:

That the Assistant Secretary would be bringing forward a paper looking at recommended hours for students undertaking part-time work during study to the next meeting of the Committee.

13/05-06 Closure of Raffles Café in the Humanities Building

REPORTED (by the Chair):

That any future proposals to close a campus catering outlet would be presented for consideration by the Committee to enable members to inform the decision-making process.

RESOLVED:

That the Director of Hospitality and Conferences be asked to provide a report on catering services provision at the University to the next meeting of the Committee.

14/05-06 Leave of absence during major religious festivals

REPORTED:

That it was understood that students could seek leave of absence from their department during major religious festivals.

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.