

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 10 June 2013

- Present: Deputy-Vice-Chancellor,
Professor A Caesar,
Professor S Croft,
Professor Christina Hughes,
Professor Christopher Hughes,
Professor J Labbe,
Professor S Swain,
Professor M Taylor,
Professor P Winstanley.
- Apologies: Vice Chancellor, Professor T Jones, Professor J Palmowski, Mr N Swain,
Professor P Thomas, Professor L Young.
- In Attendance: Registrar and Chief Operating Officer , Deputy Registrar, Academic Registrar, Group Finance Director, Director of Development and External Affairs, Director of Estates, Executive Officer (Vice-Chancellor's Office), Administrative Officer (Governance), Deputy Academic Registrar (for item 359/12-13), Assistant Registrar (Graduate School) (for item 360/12-13), Director (Strategic Planning and Analytics) (for item 361/12-13).

355/12-13 Minutes

RESOLVED:

That the minutes of the meeting held on 3 June 2013 be approved.

356/12-13 Lister Research Prize Fellowship 2013

REPORTED: (by the Deputy-Vice-Chancellor)

- (a) That Dr Anne Straube, an Assistant Professor at Warwick Medical School, had been selected to receive one of four prestigious Lister Research Prize Fellowships in recognition of her research.
- (b) That the prize of £200,000 could be spent on whatever Dr Straube felt would best help her research.

RESOLVED:

That the congratulations of the Committee be extended to Professor Straube.

357/12-13 Faculty of Social Sciences Research Impact Awards

REPORTED: (by the Deputy-Vice-Chancellor)

- (a) That 2012/13 was the first year that the Faculty of Social Sciences had offered an Impact Awards scheme, and that 8 nominations were received in the 'established academics' category and 5 nominations were received for the 'early career' category (those within 5 years of completing their PhD).
- (b) That Professor Jackie Hodgson from the School of Law had won the established academics category and Dr Ben Richardson from Politics and International Studies had won the early career researchers category.
- (c) That the rationale underpinning the Social Sciences Impact Awards was to recognise researchers for the time, hard work and thought they put into engaging

with the public with the benefits of their research, and which was not otherwise rewarded by the university.

358/12-13 World Environment Day

REPORTED: (by the Deputy-Vice-Chancellor)

- (a) That 2013's World Environment Day had taken place on Wednesday 5 June 2013.
- (b) That the World Environment Day had run annually since 1972, with the aim of raising awareness of good environmental practices across the world.
- (c) That a stand was set up outside the Arts Centre Cinema featuring information on Warwick's work to improve its environmental sustainability along with advice on how staff and students could help.

359/12-13 Education Update

RECEIVED:

A paper updating the Committee on matters relating to Education (SC.219/12-13).

REPORTED (by the Deputy Academic Registrar)

- (a) That the deadline for the University to implement the QAA's recommendations on the guidance contained in student handbooks, and on ensuring the information provided to students by the University was fit for purpose and trustworthy, had been deferred to 2014/15.
- (b) That the Boards of the Faculties had taken forward issues arising from the 2011/12 Faculty Engagements during the 2012/13 academic year; with the implementation of working groups focusing on areas such as employability, joint degrees, personal tutoring and internationalisation.
- (c) That the Student and Academic Services Network had undertaken a mapping exercise during 2012/13 to determine ways in which a range of services interacted with students at various points in their University career, with a view to enhancing the academic and administrative support available to students from recruitment to post-graduation.
- (d) That collaborative work between the Centre for Lifelong Learning (CLL) and the Learning and Development Centre (LDC) was creating opportunities for PhD students to gain teaching experience, noting that a number of students would be offering Certificate courses in the University's Open Studies programme in 2013/14.

(by the Registrar and Chief Operating Officer)

- (e) That the work of the LDC was embedded in many teaching and learning activities and that this positive contribution should be highlighted.

(by the Academic Registrar)

- (f) That the Learning Grid Rootes had been formally opened on 6 June 2013, providing a large, distinctive space in which students could study privately or collaboratively.

RECEIVED:

A paper updating the Committee on the activities of the Warwick Graduate School during the spring term 2012/13 (SC.220/12-13).

REPORTED: (by the Assistant Registrar (Warwick Graduate School))

- (a) That 85 acceptances had been received for the Postgraduate Research (PGR) competition.
- (b) That the competition timetable had been brought forward in 2012/13, and whilst this had resulted in a fall in application numbers, the mean score of nominated candidates had increased, consistent with an increase in the quality of nominees.
- (c) That the Graduate School had commenced administrative planning in anticipation of a successful outcome of the AHRC Block Grant Partnership 2 bid, to enable the timely appointment of support posts when such resource was required.
- (d) That a working group of the Academic Quality and Standards Committee had been established to review the assessment conventions of postgraduate-taught (PGT) courses, and that the findings would be reported to the meeting of the Senate on 12 June 2013.
- (e) That the Board of Graduate Studies (BGS) had resolved that external examiners may attend PGT exam boards via teleconferencing, noting the practicalities of external examiners attending exam boards and the aims to reduce the University's carbon footprint.
- (f) That following an analysis of "well-being" in the context of academic study and achievement, the Postgraduate Student Development Officer had commenced work on a strategy for working with the Head of Student Support on joining up support provision for postgraduate students across the University to ensure that they were able to access all support services seamlessly.

(by the Chair of the Board of Graduate Studies)

- (g) That the BGS had received a report outlining the results of a University-wide survey asking departments how they recruited, trained, monitored and paid their PGR students with teaching responsibilities; presented alongside the University's results of an NUS survey of PGR tutors.
- (h) That whilst the report highlighted good practice in many departments, there was an overall lack of consistency in all four areas, which would be addressed by a PGT and PGR working groups of the BGS and a UG working group of the BUGS.
- (i) That following a consultation on the effectiveness of the current centralised, merit-based PGR funding competition, a proposal was approved by the Academic Resourcing Committee to consolidate all centralised PGR scholarship funds to a single scholarship budget to be held and administered by the Graduate School.
- (j) That enhanced training and monitoring of new scorers in the internal scholarship application process was required to ensure that all departments faculties were maximising their potential to attract centralised PGR scholarships.

361/12-13 Complete University Guide 2014

CONSIDERED:

A paper providing an analysis of the University's recent performance in the 2014 Complete University Guide league table (SC.221/12-13).

RESOLVED:

- (a) That the results and analysis of the CUG 2014 would be presented at the Heads of Departments' Forum scheduled for 17 June 2013.
- (b) That the actions noted at the meeting be progressed.

362/12-13 Apprenticeships Policy

CONSIDERED:

A proposal for a new University policy on the recruitment of apprentices (SC.222/12-13).

REPORTED: (by the Deputy Registrar)

- (a) That following University approval for the recruitment of apprentices in 2012, 12 apprentices had been appointed.
- (b) That the proposed Policy provided a framework of advice and guidance to apprentices and managers, recognizing the importance of apprenticeships as development opportunities for young people, and reflecting national guidelines on the recruitment and support of apprentices.

RESOLVED:

That the Apprenticeships Policy be approved as set out in paper SC.222/12-13.

363/12-13 Institute for Public Policy Research Report Launch

REPORTED: (by the Deputy-Vice-Chancellor)

That the Vice-Chancellor had been chairing an IPPR (Institute for Public Policy Research) Commission on the Future of Higher Education and was in attendance at an event to launch the report on 10 June 2013.

364/12-13 Proposed Changes to Medical Education and Research Funding

REPORTED: (by the Dean of the Warwick Medical School)

That the Warwick Medical School would be writing to the government to express concern over plans to move funding for medical education and research from the Department of Business Innovation and Skills to the Department of Health.