

THE UNIVERSITY OF WARWICK

Open Minutes of the Meeting of the Steering Committee held on 21 November 2016

Present: Professor C Ennew (Provost (Chair)), Ms R Drinkwater (Group Finance Director), Professor S Gilson (Chair of the Faculty of Arts), Professor C Hughes (Pro-Vice-Chancellor (Education)), Professor D Leadley (Academic Member of the Senate), Mr L Pilot (President of the Students' Union), Ms R Sandby-Thomas (Registrar).

Apologies: Professor A Clarke (Chair of the Faculty of Medicine), Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor S Croft (Vice-Chancellor and President), Ms J Horsburgh (Strategy Director (Secretary)), Professor J Palmowski (Academic Vice-President), Professor M Shipman (Chair of the Faculty of Science), Professor S Swain (Pro-Vice-Chancellor (External Engagement)), Professor P Thomas (Pro-Vice-Chancellor (Research)), Professor L Young (Academic Vice-President).

In Attendance: Dr G Carden (Director of Strategic Planning and Analytics (Acting Secretary)), Mrs P Glover (Secretary to Council), Ms K Gray (Senior Assistant Registrar, Teaching Quality, for item 118/16-17), Ms G McGrattan (Director of Human Resources), Mr J Phillips (Director of Health and Safety for item 119/16-17), Professor P Roberts (shadowing Professor C Hughes), Mrs C Wightman (Administrative Officer (Governance) (Assistant Secretary)).

113/16-17 Minutes

RESOLVED:

That the open minutes of the meeting held on 7 November be approved.

114/16-17 Conflicts of Interest

REPORTED: (by the Chair)

That, should any members or attendees of the Steering Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014).

(by the President of the Students' Union)

(a) That he wished to declare a conflict in relation to agendum 6.

115/16-17 New Chancellor

REPORTED: (by the Chair)

That Baroness Ashton had been appointed as the University's first woman Chancellor with effect from 1 January 2017, succeeding Sir Richard Lambert who concluded his time as Warwick's Chancellor at the end of the 2015-16 academic year.

116/16-17 New ESRC Partnership to Support Social Scientists of the Future

REPORTED: (by the Chair)

That the Faculty of Social Sciences had been awarded an Economic and Social Research Council Midlands Graduate School Doctoral Training Partnership (DTP) that will provide training and funding for postgraduate students from October 2017.

117/16-17 Australia Financial Review Higher Education Awards

REPORTED: (by the Chair)

That Monash University, for the Monash-Warwick Alliance, had been awarded the International Education Award at the Australia Financial Review HE Awards, noting that the Awards were open to all institutions (public and private) that were listed in the TEQSA National Register of Higher Education Providers.

RESOLVED:

That the congratulations of the Committee be extended to the Warwick University team leading on the Monash-Warwick Alliance.

118/16-17 \*Report from the Administrative and Professional Services Group

RECEIVED:

A report covering key developments, risks, projects, investment decisions and service trends for APSG, from the meetings of the Group held on 10 October 2016 and 7 November 2016 (SC.47/16-17 {restricted}).

RESOLVED:

That the update be noted.

119/16-17 \*National Student Survey (NSS) 2017 Options

CONSIDERED:

A report inviting the Steering Committee to consider recommendations in relation to options available for the National Student Survey (NSS) and to approve the process by which the final selections would be made (SC.48/16-17 {restricted}).

RESOLVED:

- (a) That the Pro-Vice Chancellor (Education) would, as part of his work on educational strategy, undertake a review of the University's participation in the NSS with a view to maximising the effectiveness and fairness of the exercise.
- (b) That the detail of the work that had been undertaken to inform the design of the incentives programme would be shared with the Committee.
- (c) That the recommendations as set out in the report be approved, noting that the Pro-Vice-Chancellor (Education) would sign off the final selections on behalf of the University.

120/16-17 \*Health and Safety Update

RECEIVED:

A Health and Safety Update from the Director of Health and Safety (SC.49/16-17 {restricted}).

RESOLVED:

- (a) That the Health and Safety Update be noted.
- (b) That the Director of Health and Safety would liaise with the Head of Institutional Resilience to ascertain progress made by the working group in respect of producing guidance on international travel and fieldwork and would report this back to the Committee.
- (c) That the working group looking at guidance around international travel and fieldwork should, if it hadn't already done so, make contact with the Research Committee to discuss high risk countries and fieldwork.
- (d) That the Director of Health and Safety would provide further updates to the Committee early in 2017, noting that should any proposals be made to change the current travel policies, these would specifically be brought to the Committee's attention at the time of formulation.

121/16-17 Membership of Senate Committees 2016/17

CONSIDERED:

A paper recommending in-year appointments to the Board of the Faculty of Sciences; the Board of the Faculty of Social Sciences; the Equality and Diversity Committee; the Faculty of Science Undergraduate Studies Committee and the Faculty of Science Graduate Studies Committee (SC.50/16-17).

RESOLVED:

That the recommended in-year appointments be approved on behalf of the Senate.

As at 15 December 2016.