

UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 6 September 2004

Present: Vice-Chancellor (Chair)
Professor R Dyson
Professor J Jones
Professor M Whitby
Professor A McFarlane
Professor I Lauder
Professor A Easton
Professor L Bridges
Professor H Thomas
Mr S Lucas

Apologies: Deputy Vice-Chancellor, Professor M Luntley, Professor M McCrae.

In Attendance: Academic Registrar, Director of Academic and Student Affairs, Director of Finance, Director of Personnel Services, Registrar, University Secretary, Ms N Snodgrass, for item 549/03-04 Dr C Sparrow, for item 552/03-04 Director of Student and Ancillary Services.

The Vice-Chancellor welcomed Professor L Bridges, the incoming Chair of the Board of Graduate Studies, to his first meeting of the Committee.

549/03-04 Warwick in Asia

RECEIVED:

A report from the Asia Exploratory Group (SC.302/03-04) summarising the progress of the AEG's consultative process and setting out a schedule for AEG meetings arranged to consider the Singapore proposal in the run-up to the 22 September meeting of the Senate and the 29 September meeting of the Council, together with an oral report from Dr C Sparrow.

RESOLVED:

That the schedule for the AEG's consultative process be approved as set out in paper SC.302/03-04, noting that the draft report to the Senate from the AEG will be brought forward for consideration at the next meeting of the Steering Committee on 13 September (minute 504/03-04 refers).

550/03-04 Science Research Investment Fund: Round 3

RECEIVED:

A circular letter from the Chief Executive of HEFCE providing advance notice of arrangements for a third round of the Science Research Investment Fund (SC.301/03-04).

REPORTED: (by the Registrar)

That a working group, chaired by the Deputy Vice-Chancellor, would be established to identify institutional priorities for the University in the context of SRIF3 bids and to develop SRIF3 bid proposals for approval in consultation with academic departments.

REPORTED: (by Professor Jones)

That the paper on the University's outline response to the Science and Innovation Investment Framework, to be presented to the Steering Committee for consideration in September (minute 513/03-04 refers), would incorporate the University's proposed six research priority areas.

551/03-04 University Fees Structure

CONSIDERED:

A report from the Working Group established by the Committee to review the University's approach to setting fees, proposing a number of measures intended to revise the current arrangements for determining student fee levels (SC.300/03-04), together with an oral report from the Registrar.

RESOLVED:

- (a) That a group with a similar constitution to the Working Group on the University's Approach to Setting Fees, chaired by the Registrar, be established to give detailed and strategic consideration to the setting of fees, on an annual basis in the first instance, and to make recommendations on fee levels to the Steering Committee.
- (b) That the process for setting student fees be brought forward to the Autumn term, with final approval of fees being determined by the Finance and General Purposes Committee at its last meeting in the Autumn term.
- (c) That the recommendation from the Working Group on the University's Approach to Setting Fees that the cost per module for Home/EU part-time undergraduate students remain at current rates, subject to inflationary rises, be brought forward for further consideration at a future meeting of the Steering Committee, in the context of the wider issues relating to 'non-traditional' courses, in particular part-time, Foundation and 2+2 degrees.
- (d) That the postgraduate research fee for part-time students be raised to 50% of the full-time fee from 2005/06 onwards, with the new fee levels being implemented for first-year students only in 2005/06, rolling through the student population in subsequent years.
- (e) That the level of the postgraduate taught full-time standard fee relative to the market average be maintained for the foreseeable future.
- (f) That a minimum fee be set for Postgraduate Awards.
- (g) That fees charged for market-based courses could be set temporarily below the University standard fee on the launch of new courses, in order to attract recruits, but that after a given period of time, fees be brought in line with standard courses, as a minimum.
- (h) That the issue of bursaries and scholarships be appropriately considered in parallel with that of fees structures, and that, in this context, the following proposals be considered further:
 - That support to students who were already alumni of the University, or who were siblings or dependants of alumni of the University, be provided.
 - That the WPRF scheme to ensure that the funding offered was at an appropriate level, in light of the other forms of financial support available, be reviewed.

552/03-04 Undergraduate and Postgraduate Admissions

CONSIDERED:

- (a) A report on postgraduate and undergraduate intake projections against the University's budget plan as at the end of August 2004 (SC.299/03-04), together with an oral report from the Academic Registrar.

- (b) An oral report from the Director of Student and Ancillary Services on the implications of the shortfall in postgraduate student numbers on the residential account.

RESOLVED:

- (a) That steps be taken by the Student Recruitment and Admissions Office to provide information, as soon as practicable, on the reasons for the projected shortfall in postgraduate recruitment and the impact of this shortfall on the University's Financial Plan, and that this information include a historical trend analysis of postgraduate recruitment against targets.
- (b) That Professor Bridges be invited to participate in discussions with Professor Dyson and the Director of Student and Ancillary Services on the current guarantee and priority arrangements for University residential accommodation.

553/03-04 Queen's Award for Enterprise

RECEIVED:

A copy of information on the Queen's Award for Enterprise (tabled at the meeting), calling for nominations for persons having made an outstanding contribution to the development and promotion of enterprise culture in the UK, nationally or among specific communities.

RESOLVED:

That any suggestions for nominations for the Queen's Award for Enterprise be forwarded to the University Secretary.