

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 18 October 2004

Present: Vice-Chancellor (Chair)
Professor L Bridges
Professor A Caesar
Professor Y Carter
Professor R Dyson
Professor A Easton
Professor J Jones
Mr S Lucas
Professor M Luntley
Professor S Palmer
Professor H Thomas
Professor M Whitby

In Attendance: Academic Registrar, Director of Academic and Student Affairs, Director of Personnel, Finance Director, Registrar, University Secretary, Ms N Snodgrass, for items 47/04-05 and 48/04-05 Acting Senior Assistant Registrar (Planning) and Acting Director of the International Office, for item 49/04-05 Assistant Senior Registrar (Teaching Quality).

40/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 11 October 2004 be approved, subject to the amendment of minute 27/04-05 as follows: (amendments underlined, deletions struck through)

RECEIVED:

An oral report from Professor Jones on the meeting of the Research Opportunities Group (ROG) held on 7 October, at which the proposed University Research Incentives Scheme was discussed, ~~noting that the ROG had not reached a firm or satisfactory conclusion on the way forward~~ and noting that the ROG recommended that the University adopt a Departmental Research Incentive Scheme in preference to individual or research group incentives.

41/04-05 Vice-Chancellor's Business

RECEIVED:

- (a) An oral report from the Vice-Chancellor on the recent appointment of Professor Sir Martin Harris, former Vice-Chancellor of the University of Manchester, to the post of Director of Fair Access to Higher Education in the Office for Fair Access (OFFA).
- (b) A copy of an article providing notification of an article published in the Business Times (Singapore) on 18 October on the Warwick in Asia proposal (SC.32/04-05, tabled at the meeting).

42/04-05 OECD Report on Financial Management and Governance

CONSIDERED:

Circular letter number 17/2004 from HEFCE together with the Report from the Organisation for Economic Co-Operation and Development (OECD) on securing a sustainable future for worldwide higher education (SC.13/04-05).

RESOLVED:

- (a) That Professor Whitby and Professor Jones prepare a summary of the OECD Report highlighting those issues of particular relevance to the University.
- (b) That the OECD Report be circulated to members of the University Council for the next meeting of the Council on 15 December together with the summary of the Report prepared by Professor Whitby and Professor Jones.

43/04-05 HE Partnership for Sustainability

CONSIDERED:

The Report of the Higher Education Partnership Sustainability Partnership (HEPS) for 2000 – 2003 on practical tools and guidance for Higher Education Institutions in achieving sustainable development (SC.19/04-05).

RESOLVED:

- (a) That Professor Whitby approach Professor S Hagen, Director of the Mercia Institute of Enterprise, to consider the issue of sustainability in the context of University curricula with Professor Whitby.
- (b) That Professors Jones and Whitby incorporate issues relating to sustainability, and highlighted in the HEPS report, into the summary of the OECD Report, in consultation with Professor Dyson and the Director of Academic and Student Affairs.

44/04-05 Appointments to Senate Committees

RESOLVED:

- (a) That Professor T Docherty and Professor M Waterson be appointed to the membership of the Information Policy and Strategy Committee in place of Professors Devereux and McCrae.
- (b) That the appointment of members of the Undergraduate Appeals Committee of the Board of the Faculty of Arts be approved as set out in paper SC.26/04-05.

45/04-05 UCAS Report on Provisional Figures for Entry to UK HE

RECEIVED:

A news release from the Universities and Colleges Admissions Service (UCAS) on provisional figures for entry to UK higher education in 2004 (SC.29/04-05).

46/04-05 The Tomlinson Report and Post-Qualification Applications

RECEIVED:

An oral report from the Academic Registrar on the implications of the Tomlinson Report on the reform of 14-19 education for UK Higher Education and on national-level discussions of the introduction of a post-qualification applications (PQA) system for entry into UK Higher Education.

RESOLVED:

- (a) That the Academic Registrar prepare a report on the Post-Qualification Applications system and its implications for the University for consideration by the Steering Committee at a future meeting.

- (b) That the speech given by the Minister of State for Lifelong Learning, Further and Higher Education at the Universities UK Conference on Higher Education Admissions on 14 October, which included commentary on the Tomlinson Report as well as the proposed PQA system, be circulated for the next meeting of the Committee on 25 October.
- (c) That the Vice-Chancellor extend an invitation to the Minister of State for Lifelong Learning, Further and Higher Education to visit the University.

47/04-05 Student Admissions and Fees 2004

CONSIDERED:

A report from the Academic Office on the projected student population against budget plan for undergraduate and postgraduate home/EU and overseas students (SC.31/04-05).

RECEIVED:

An oral report from the Academic Registrar on the proposed arrangements for setting departmental targets for postgraduate taught and postgraduate research students which were considered and approved by the Academic Resourcing Committee at its meeting on 12 October.

RESOLVED:

- (a) That the nomenclature of courses presented in the report be reviewed by the Academic Office to ensure clarity and accuracy of representation.
- (b) That the final report on Student Admissions and Fees to be presented to the Committee on 1 November include estimates of the level of HEFCE clawback which the University might incur as a result of failure to meet student number targets for 2004.
- (c) That the Student Recruitment and Admissions Office take steps to review and improve current processes for considering and approving postgraduate applications with a view to introducing any new arrangements in advance of the 2005 recruitment cycle.
- (d) That a report on the University's proposed future policy on residential accommodation allocations be brought forward for consideration by the Committee in advance of the next meeting of the Campus Life Committee.

48/04-05 International Issues

CONSIDERED:

A report from the International Office on current international issues including data on overseas student recruitment for October 2004 (SC.30/04-05).

RESOLVED:

That the shortfall in overseas postgraduate taught students against the International Office Plan Forecast be noted and that due account be taken of how targets for postgraduate students are set (minute 47/04-05 above refers).

49/04-05 Centres for Excellence in Teaching and Learning: Second Stage Bids

CONSIDERED:

Draft University bids for Stage Two of the Centres for Excellence in Teaching and Learning (CETL) initiative (SC.27/04-05).

REPORTED: (by the University Secretary)

That proposals for the establishment of a Capital Projects Appraisal Group, to which proposals for the location of the proposed CAPITAL development would be submitted, would be brought forward for consideration at the next meeting of the Committee.

RESOLVED:

- (a) That the feasibility of locating the proposed CAPITAL development at the University's Westwood campus be pursued by the Capital Projects Appraisal Group, it being understood that a final decision on the future location and type of build of the proposed CAPITAL Centre would be made by the end of the calendar year.
- (b) That the Vice-Chancellor approach the HEFCE to discuss the parameters and restrictions likely to be placed on the University in regard to the release of funding and the timing of construction of any new development to house the CAPITAL Centre (minute 13/04-05 refers).

50/04-05 EPSRC Science and Innovation Awards

RECEIVED:

An oral report from the Deputy Vice-Chancellor on the EPSRC Science and Innovation Awards for which the University had been invited to submit a single bid in one of two areas; Statistics or Mathematics and Computer Science.

RESOLVED:

That the Vice-Chancellor, Deputy Vice-Chancellor and Professor Easton determine on behalf of the Steering Committee which of the two bids currently under preparation the University should submit to the EPSRC by the closing date of 31 October.