

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 25 October 2004

- Present: Vice-Chancellor (Chair)
Professor L Bridges
Professor A Caesar
Professor A Easton
Professor J Jones
Professor I Lauder
Mr S Lucas
Professor M Luntley
Professor S Palmer
Professor M Whitby
- Apologies: Professor R Dyson, Professor H Thomas, University Secretary.
- In Attendance: Academic Registrar, Director of Academic and Student Affairs, Director of Communication, Director of Personnel, Finance Director, Registrar, Mrs H E Blunt, Ms N Snodgrass.

53/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 18 October 2004 be approved, subject to the amendment of minute 47/04-05 as follows: (amendment underlined, deletion struck through)

RESOLVED:

- (c) That the Student Recruitment and ~~Academic~~ 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.

54/04-05 CETL Bids (minute 49/04-05 refers)

REPORTED: (by Professor Whitby)

That the draft University bids for Stage Two of the Centres for Excellence in Teaching and Learning (CETL) initiative had been revised and would be submitted to the HEFCE by the deadline of 29 October.

55/04-05 EPSRC Science and Innovation Awards (minute 50/04-05 refers)

REPORTED: (by the Deputy Vice-Chancellor)

That the two draft bids from the Department of Statistics and the Departments of Mathematics and Computer Science for the EPSRC Science and Innovation Awards had been received and that consideration was currently being given to determine which of the two bids the University would submit to the EPSRC by the closing date of 31 October.

56/04-05 Vice-Chancellor's Business

RECEIVED:

An oral report from the Vice-Chancellor on the following:

- (a) The meeting of the Russell Group held on 21 October at which various topics were discussed, including the 2008 Research Assessment Exercise (RAE), HESA Performance Indicators, a post-qualification application (PQA) system and

the compilation of international league tables as recommended in the Lambert Review.

- (b) The meeting of the '94 Group held on 22 October which included discussions on the Report from the Committee of University Chairmen (CUC) on University Governance, scheduled to be published on 17 November, and its potential implications for University governance issues.

57/04-05 National Student Survey

RECEIVED:

An oral report from the Vice-Chancellor on the meeting of Universities UK held on 22 October at which issues relating to the National Student Survey were discussed.

RESOLVED:

That the University and the Students' Union work together to address the serious concerns raised at the meeting surrounding the conduct and operation of the National Student Survey.

58/04-05 Report from the TRAC/fEC Steering Group

CONSIDERED:

A report from the TRAC/fEC Steering Group on the progress to date of the University's preparations for full economic costing of research (SC.34/04-05) together with an oral report from the Deputy Vice-Chancellor.

RESOLVED:

- (a) That clearer guidelines for staff for the identification and classification of research activities which demonstrably support teaching be developed by the TRAC/fEC Steering Group.
- (b) That consideration be given by the Steering Group to the potential risk associated with the application of full economic costing of encouraging staff to undertake short-term consultancy at the expense of long-term research activities.

59/04-05 14-19 Reform Working Group: Final Report

RECEIVED:

The executive summary and summary of recommendations of the Tomlinson Report on the reform of 14-19 education together with a press release from Universities UK on the publication of the Tomlinson Report (SC.37/04-05).

RESOLVED:

That the summary of the Tomlinson Report published specifically for Higher Education Institutions be circulated for consideration at the next meeting of the Steering Committee.

60/04-05 HE Admissions: Speech of Minister of State for LLL, FE and HE to UUK

RECEIVED:

A copy of the speech delivered by the Minister of State for Lifelong Learning, Further and Higher Education at the Universities UK conference on Higher Education admissions on 14 October 2004 (SC.35/04-05).

RESOLVED:

- (a) That the Deputy Director of the Student Recruitment and Admissions Office prepare a report on the operation of the recently-introduced portfolio-based admissions system for consideration by the Steering Committee at a future meeting.
- (b) That the Vice-Chancellor extend an invitation to the Director General for Higher Education to visit the University and participate in discussions concerning the implementation of a post-qualifications applications (PQA) system for entry into UK Higher Education.

61/04-05 Teaching Quality Enhancement Fund: Additional Funding

RECEIVED:

Notification from the HEFCE of approval of the University's application for additional funding under the institutional strand of the existing Teaching Quality Enhancement Fund and to Support Professional Standards (SC.38/04-05) subject to the condition that an updated activity plan for both strands of activity be submitted to the HEFCE by 1 December 2004.

REPORTED: (by Professor Whitby)

That work on the updated activity plan had already commenced.

62/04-05 Capital Projects Appraisal Group (minute 49/04-05 refers)

CONSIDERED:

A proposal for the establishment of a Capital Projects Appraisal Group and the membership and terms of reference of the proposed Group (SC.36/04-05).

RESOLVED:

That a Capital Projects Appraisal Group be established with the following membership and terms of reference:

Membership

Professor J Jones (Chair)

A Chair of a Faculty Board

A senior member of academic staff from a different Faculty, appointed by the Steering Committee

Finance Director

Estates Director

Terms of Reference

To appraise and evaluate proposals for University capital projects, employing the HEFCE recommended process as appropriate, for consideration by the Steering Committee.