

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 26 November 2007

Present: Vice-Chancellor (Chair)
Professor S Bassnett
Professor L Bridges
Professor A Caesar
Professor R Higgott
Professor K Lamberts
Professor R Lindley
Professor S B Palmer
Professor M Smith
Professor H Thomas
Professor M Whitby

Apologies: Professor Y Carter, Mr J Kirby, Vice-Chancellor's Executive Officer

In Attendance: Academic Registrar, Director of Communication, Director of Estates, Director of Finance, Registrar, University Secretary, Senior Assistant Registrar (Governance), Ms H Sinclair, for item 156/07-08 the Director of Personnel Services, for item 160/07-08 the Senior Assistant Registrar (Planning).

155/07-08 Minutes

RESOLVED:

That the minutes of the meeting held on 19 November 2007 be approved subject to the following:

- (a) The revision of the list of those members present at the meeting to remove reference to the Deputy Vice-Chancellor.
- (b) The revision of minute 145/07-08 as follows (amendments underlined, deletions struck through):

RESOLVED:

That the University draft response to the expected HEFCE consultation on components of the post-2008 Research Assessment Exercise for the science based disciplines Science, Technology, Engineering and Mathematics (STEM) subjects be considered by the Steering Committee in good time prior to submission to the HEFCE.

156/07-08 Policy Issue for Discussion: Human Resources, the Learning and Development Centre and Safety and Occupational Health Services Update

CONSIDERED:

A report from the Director of Personnel Services providing an update on recent developments and issues of concern relating to Human Resources, the Learning and Development Centre and Safety and Occupational Health Services including the Human Resources restructure, HR metrics, the review of recruitment, academic promotions, the staff survey, pensions, the reward strategy, the framework agreement phase 2, the Health and Safety Strategy, the University Health and Safety Plan 2008-10, accident and incident trends and corporate manslaughter legislation (SC.117/07-08).

REPORTED: (by the Registrar)

That the Registrar and the Director of Personnel Services would be attending a special consultative meeting of UCEA subscribers on 29 November 2007 in London on planned reforms of collective negotiating arrangements.

RESOLVED:

That a paper be prepared by the Chair of the Board of Graduate Studies setting out a proposed University policy on the use of Research Fellows for teaching duties for consideration by the Steering Committee at a future meeting.

157/07-08

Faculty Issues

(a) Faculty of Arts

CONSIDERED:

A paper providing an update on recent developments and issues of concern in the Faculty of Arts including postgraduate provision, the appointment of external examiners, research applications and awards, accommodation and space, the Transnational Resource Centre and the Faculty of Arts Advisory Board (SC.118/07-08).

RESOLVED:

That the Academic Registrar prepare a paper setting out the current University policy, procedures and practice on the appointment of External Examiners for consideration at a future meeting of the Steering Committee.

(b) Faculty of Social Studies

RECEIVED:

A paper providing an update on recent developments and issues of concern in the Faculty of Social Studies including communication within the Faculty, the creation of a Research Forum, Teaching Quality, Learning and the Student Experience, buildings and space management, governance, management and administration of Faculty business and the operation of the Faculty Advisory Board (SC.119/07-08).

158/07-08

HEFCE Strategic Development Fund: Science City Bid

CONSIDERED:

The University bid to the HEFCE Strategic Development Fund for revenue funding for the Science City Project (SC.120/07-08).

RESOLVED:

That the Committee record its formal thanks to the Director of Campus Affairs and all other University staff involved in the preparation and submission of the University bid to the HEFCE Strategic Development Fund for the Science City Project.

159/07-08

HEFCE Consultation: Research Excellence Framework

CONSIDERED:

The HEFCE consultation *Research Excellence Framework* setting out proposals for future assessment and funding of research (SC.121/07-08, attached).

RESOLVED:

- (a) That the Vice-Chancellor write to the HEFCE prior to the deadline of 31 January 2008 to express an interest in participating in the HEFCE pilot exercise during 2008 to help develop a method for producing bibliometric quality indicators.
- (b) That the Pro-Vice-Chancellors for Research and the Academic Registrar contact all Heads of Departments to seek their views on the consultation in order to inform the University's response to the HEFCE Consultation on the Research Excellence Framework.
- (c) That a special meeting of the Senate and Heads of Department be held to consider the institutional response to the HEFCE Consultation on the Research Excellence Framework prior to submission to the HEFCE before the deadline of 14 February 2008.

160/07-08

Withdrawal of Funding for Equivalent or Lower Level Qualifications (minute 126/07-08 refers)

CONSIDERED:

The University draft response to the HEFCE consultation on the withdrawal of funding for equivalent or lower level qualifications (ELQs) (SC.116/07-08).

RESOLVED:

That the draft University response to the HEFCE consultation on the withdrawal of funding for equivalent or lower level qualifications (ELQs) be submitted to the HEFCE prior to the deadline of 7 December 2007 as set out in paper SC.116/07-08, subject to minor amendments along the lines discussed at the meeting.

161/07-08

Senate Business

RESOLVED:

- (a) That the comments and recommendations of the Steering Committee on the items of business for the meeting of the Senate to be held on 5 December 2007 be as set out in the papers circulated for the meeting of the Senate.
- (b) That the Report of the Board of the Faculty of Social Studies be revised to include proposals for the establishment of a Centre for Criminal Justice for consideration at the meeting of the Steering Committee to be held on 3 December 2007.

162/07-08

Student Membership of Institutional Audit Teams (minute 120/07-08 refers)

RECEIVED:

The University response to UUK on the proposals by the QAA for student membership of institutional audit teams (SC.110/07-08).

163/07-08 The Use of Bibliometrics to Measure Research Quality (minute 145/07-08 refers)

RECEIVED:

A copy of the letter from the Vice-Chancellor to *Research Fortnight* on the use of bibliometrics to measure research quality together with the letter as published in *Research Fortnight* on 21 November 2007 (SC.122/07-08).

164/07-08 Delivery Partnership: Entry Profiles

RECEIVED:

UUK Information Note I/07/134 providing information on Entry Profiles for Higher Education Institutions (SC.123/07-08).

165/07-08 Appointment of Secretary General of the Association of Commonwealth Universities

RECEIVED:

A press release from the Association of Commonwealth Universities stating that Professor John Tarrant, former Vice-Chancellor of the University of Huddersfield, had been appointed as Secretary General of the Association of Commonwealth Universities following his period as Acting General Secretary since May 2007 (SC.124/07-08).

166/07-08 Review of Policy as it Relates to Disabled Students

RECEIVED:

HEFCE Circular letter number 31/2007 outlining the forthcoming review of HEFCE guidance and policy to support disabled students (SC.125/07-08).

167/07-08 Prime Ministerial Statement: Extremism in Society

RECEIVED:

A copy of the Prime Ministerial press release on his statement on measures to increase national security together with the UUK response to the Prime Minister's statement (SC.126/07-08).

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