

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 10 June 2011

- Present: Vice-Chancellor,  
Professor S Bruzzi,  
Professor A Caesar,  
Professor M Finn,  
Professor T Jones,  
Professor P Winstanley,  
Mr D Stevens (from item 688 b) ii)/10-11).
- Apologies: Deputy Vice-Chancellor, Professor C Hughes, Professor J Labbe, Professor K Lamberts, Professor M Taylor.
- In Attendance: Registrar, Deputy Registrar, Academic Registrar, Finance Director, Director of HR, Director of Development, Communications and Strategy, Director of Estates, Executive Officer (VC's Office), Acting Head of Governance Support Services, Administrative Officer (Governance), Senior Assistant Registrar (Teaching Quality) (for item 693/10-11).

685/10-11 Minutes

RESOLVED:

That the minutes of the meeting held on 6 June 2011 be approved.

686/10-11 Scholarships and Awards 2011/12 (minute 667/10-11 refers)

RECEIVED:

A paper from the Deputy Academic Registrar outlining the breakdown of WPRS awards for the academic year 2011/12 by department as requested at the meeting of the Steering Committee on 6 June 2011 (SC.492/10-11).

REPORTED: (by the Academic Registrar)

That the analysis showed a reasonable distribution between departments.

687/10-11 Coventry House Redevelopment Spend (minute 667/10-11 refers)

REPORTED: (by the Director of Estates)

That the estimated cost for the provision of dedicated postgraduate student space in Coventry House had been confirmed at £425k, rather than £452k as reported in paper SC.475/10-11 considered by the Steering Committee on 6 June 2011, although it would be intended to bring the costs in line with the budget provision of £400k in the Capital Plan.

688/10-11 Higher Education Innovation Funding 2011-12 to 2014-15: Policy, final allocations and request for institutional strategies (minute 581/10-11 refers)

CONSIDERED:

- (a) Documentation from HEFCE containing HEIF 2011-12 to 2014-15 policy, final allocations and request for institutional strategies (SC.482/10-11).
- (b) A paper from the Head of Business Relations (Research Support Services) outlining the proposed allocation of HEIF5 funding within the University (SC.495/10-11).

REPORTED: (by the Chair of the Board of the Faculty of Science)

- (a) That all Russell Group institutions, with the exception of LSE, had been allocated the maximum HEIF funding (£2.85m per annum).
- (b) That following discussion and review, and based on the criteria to develop the HEIF5 strategy agreed by the Steering Committee on 18 April 2011 (minute 581/10-11 refers), HEIF5 funding would be allocated within the institution as set out in paper SC.495/10-11.

(by the Registrar)

- (c) That funding levels were provisional and subject to final approval through the financial planning process.
- (d) That Institutional Strategies, required to release funding for 2012-15 were to be submitted to HEFCE by Friday 29 July 2011.
- (e) That the University's Institutional Strategy would reflect, as appropriate, the University's Equality and Diversity Strategy.

RESOLVED:

- (a) That the University's Institutional Strategy would be considered by the Steering Committee at a future meeting, prior to the submission deadline of Friday 29 July 2011.
- (b) That the distribution of funds as set out in SC.495/10-11 be approved in principle.

689/10-11 Mainstream ITT Funding and Allocations 2011-12 (minute 664/10-11 refers)

REPORTED: (by the Academic Registrar)

That the funding and allocations for mainstream ITT provision for 2011/12 as set out in paper SC.474/10-11 were in line with current planning assumptions.

690/10-11 Funding Announcement on Postgraduate Professional Development Programmes (minute 665/10-11 refers)

REPORTED: (by the Academic Registrar)

That the provisional allocations of places for postgraduate professional development programmes as set out in paper SC.466/10-11 were in line with current planning assumptions.

691/10-11 Medical Research Council Doctoral Training Grant Competition 2011 (minute 668/10-11 refers)

REPORTED: (by the Dean of Warwick Medical School)

- (a) That participating departments would extend the 3.5 years of MRC funding to 4 years and that 4 years of funding was equitable to a 1+3 model of Masters + Doctoral training.
- (b) That the University was asked to fund (from central resource) extra stipend of £1k per student per annum, in addition to extra training costs of £1k per student.
- (c) That the thematic research groupings outlined in the proposal were representative of the science undertaken in a number of departments across the University.

692/10-11

Professor Richard Higgott

REPORTED: (by the Vice-Chancellor)

That Professor Richard Higgott had been appointed as the next Vice Chancellor of Murdoch University in Australia, and would take up his new post in August 2011.

RESOLVED:

That the congratulations of the Steering Committee be extended to Professor Higgott on his appointment as the next Vice Chancellor of Murdoch University in Australia.

693/10-11

Quality Update

RECEIVED:

A paper from the Senior Assistant Registrar (Teaching Quality) providing an update on current teaching and learning issues (SC.486/10-11).

REPORTED: (by the Senior Assistant Registrar (Teaching Quality))

- (a) That there had been an increase from the previous year in the University's response rate to the National Student Survey (NSS).
- (b) That institutions would be able to view their NSS results from 3 August 2011.
- (c) That the undergraduate module catalogue had received positive feedback from departments, and was expected to go live within a week.
- (d) That it was intended for the postgraduate module catalogue to be available by October 2011.
- (e) That a half-day business process review was scheduled for 15 June 2011, to develop and refine a map for a new streamlined process for course approvals.
- (f) That the e-Learning Steering Group was supporting a bid to the Strategic Investment Fund for the additional resource required to develop a University system for online submission of assessed work, which would include a feature to support the provision of feedback.
- (g) That the requirements of the Key Information Sets (KIS) were expected to be published in July 2011, and that discussions would take place prior to this to establish how the University intended to respond.

(by the Pro Vice-Chancellor for Education and Student Experience)

- (h) That preliminary discussions between seven institutions, including Warwick, were investigating the option of introducing a grade point average system, similar to that used in North America, for degree classification.

694/10-11

NSS Publication Dates

RECEIVED:

A letter from the HEFCE with information on the 2011 National Student Survey (NSS) process, including a timetable for the publication of results (SC.490/10-11).

695/10-11 Response to HEFCE Consultation on Allocation of PGR Funding (minute 561/10-11 refers)

CONSIDERED:

A paper from the Chair of the Board of Graduate Studies and the Director of Management Information and Planning, with a draft of the University's response to the HEFCE's Consultation on allocation method for Postgraduate Research Funding from 2012-13 (SC.488/10-11).

REPORTED: (by the Academic Registrar)

- (a) That the HEFCE was consulting on the proposal to further concentrate research degree programme (RDP) supervision funding to areas of research quality from 2012/13.
- (b) That a small working group had undertaken modeling of the proposed allocation methods to determine the likely impact of the proposed changes on the University.

RESOLVED:

- (a) That the Russell Group's response to the HEFCE's Consultation on allocation method for Postgraduate Research Funding from 2012-13 would be reported to the Steering Committee at a future meeting.
- (b) That the University's draft response to the HEFCE's Consultation on allocation method for Postgraduate Research Funding from 2012-13 be approved, as set out in SC.488/10-11.

696/10-11 Development and Alumni Relations Office Update

CONSIDERED:

A report from the Director of Development, Communications and Strategy with an update on activity within the Development and Alumni Relations Office (SC.487/10-11), including proposed amendments to the Gift Acceptance Policy.

REPORTED: (by the Pro Vice-Chancellor for Access, Widening Participation and Development)

- (a) That the fundraising campaign had been branded "50 Forward" and would be formally launched on 16 June in Westminster.
- (b) That a training event for academics involved in fundraising and the campaign was planned for September 2011, as a prelude for launching the fundraising campaign internally.
- (c) That two short videos had been produced in support of the "50 Forward" launch, one featured the research strengths and impact of the University's academic community, and the other was focused on students and learning and the importance of nurturing talent.

(by the Director of Development, Communications and Strategy)

- (d) That it was important to review the current Gift Acceptance Policy to ensure it was still fit for purpose.
- (e) That development income for the current year was on course to pass £5 million for the first time.

RESOLVED:

That the revised Gift Acceptance Policy be approved as outlined in Appendix 3 of SC.487/10-11, subject to the further revisions discussed in the meeting.

697/10-11

Pulse Results

RECEIVED:

A report from the Director of HR, to update on the results from the PULSE Staff Survey 2011 (SC.493/10-11).

REPORTED: (by the Director of HR)

- (a) That overall results of the Pulse survey for the University were generally positive, with an overall engagement score of 72% and a benchmark comparison of 70%.
- (b) That the institutional action plans remained appropriate, but that targeted assistance would be provided to Heads of Departments on key themes.
- (c) That University-wide results would be published on the intranet in the week beginning 13 June 2011, with individual Departmental reports also received that week.

(by the Pro Vice-Chancellor for Access, Widening Participation and Development)

- (d) That it would be useful for Heads of Departments to understand the statistical significance of year-on-year changes to scores from the Pulse survey at departmental level.

(by the Pro Vice-Chancellor for Education and Student Experience)

- (e) That where staff engagement was low, there could also be negative implications for research and the student experience.

698/10-11

Hargreaves Review of Intellectual Property

RECEIVED:

A draft letter to the Secretary of State and Minister for Universities and Science, supporting the recommendations of the Hargreaves Review "Digital Opportunity: A Review of Intellectual Property and Growth", to be signed by the Registrar (SC.494/10-11).

REPORTED: (by the Registrar)

- (a) That the University had been approached by JISC, which requested support for the recommendation of the Hargreaves Review.
- (b) That, following discussion, the letter had been signed to provide support.

699/10-11

Pro Vice-Chancellor for Research (Arts and Social Sciences)

REPORTED: (by the Vice-Chancellor)

That the interviews for the position of Pro Vice-Chancellor had been completed earlier that week, and that the appointment of Professor Stuart Croft from the Department of Politics and International Studies, would be recommended to the Council.

700/10-11 Wolfson Neurology Initiative (minute 661/10-11 refers)

RECEIVED:

Correspondence from the Wolfson Foundation confirming that the University's application to the first stage of the Wolfson Neurology Initiative had not been successful (SC.491/10-11).

701/10-11 UUK: Scenarios for the Future of Higher Education

RECEIVED:

An information note from UUK, seeking responses to a survey on future scenarios for higher education (SC.496/10-11).

JFB/KP/steersshare/minutes/201011/Jun11/10Jun11