

THE UNIVERSITY OF WARWICK

Minutes of the meeting of the Steering Committee held on 14 April 2008

- Present: Vice-Chancellor (Chair)
Deputy Vice-Chancellor
Professor S Bassnett
Professor L Bridges
Professor R Higgott
Mr J Kirby
Professor K Lamberts
Professor R Lindley
Professor L M Whitby
- Apologies: Professor A Caesar, Professor Y Carter, Professor M Smith, Professor H Thomas, Registrar
- In Attendance: Academic Registrar, Deputy Registrar, Director of Communications, Director of Finance, Administrative Officer (Campus Affairs), Vice-Chancellor's Executive Officer, Administrative Officer (Planning), Director of the Centre for English Language Teacher Education (for item 464/07-08)

456/07-08

Minutes

RESOLVED:

That the minutes of the meeting held on 7 April 2008 be approved, subject to:

- (a) The revision of minute 435/07-08 as follows (amendments underlined):

Workload Models

CONSIDERED:

A report from the Academic Office detailing information provided by Academic Departments on currently implemented workload models in academic departments and issues arising from the information collated (SC.272/07-08).

REPORTED: (by the Vice-Chancellor)

That a single homogeneous workload model was not desirable due to the variety in the nature of the work undertaken within the institution.

RESOLVED:

- (a) That further work be undertaken by the Academic Office to investigate the full range of current workload models in use in the University.
- (b) That future guidance provided to academic departments on the development of workload models include principles around the allocation of time for:
- (i) Research
 - (ii) Student Support (including Personal Tutoring)
 - (iii) Duties undertaken on behalf of Faculties
 - (iv) Support for and expectations placed upon early career researchers (including beyond probation).

(c) That the transparency of workload models in operation across the institution was important.

(b) The revision of minute 442/07-08 as follows (amendments underlined, ~~deletions struck through~~):

Engineering and Regional Science Regional Forums

CONSIDERED:

A draft proposed bid to HEFCE to set up Engineering and Science Regional Forums to engage Sector Skills Councils and higher education institutions with small and medium enterprises (SC.338/07-08).

REPORTED: (by Professor M Whitby)

That the proposed arrangements represented a small risk for the University and there were potentially large benefits.

RESOLVED:

That the University become a partner in the proposed bid, and that progress be reported by the Pro-Vice-Chancellor (Teaching, Learning and International) at a future meeting of the Committee.

457/07-08

Higher Education Innovation Fund Round 4 (minute 434/07-08 refers)

CONSIDERED:

The draft University HEIF4 Institutional Strategy (SC.356/07-08)

RESOLVED:

That the University HEIF4 Institutional Strategy be approved and submitted to HEFCE.

458/07-08

PMI2 Awards

REPORTED: (by the Vice-Chancellor)

That the University had been successful in four of the five PMI2 Awards it had applied for, the successful applications being:

- (a) Comparative Regionalisms in East Asia and Europe: Theoretical and Case Study Perspectives, led by Dr Chris Hughes, CSGR.
- (b) Functional genomic models of glyoxalase 1 in diabetic nephropathy, renal failure and ageing, led by Professor Paul J Thornalley, WMS.
- (c) Investigations into the water quality in rivers affected by caged fish farms and rice field effluents, led by Dr. Klaus M. Richter, Civil and Structural Engineering Division, School of Engineering.
- (d) International Mobility of UK Students, led by Dr. Ewan Stewart, Language Centre.

459/07-08

Science and Innovation Awards (minute 352/07-08 refers)

CONSIDERED:

An update from Research Support Services concerning the development of outline proposals for the EPSRC Science and Innovation Award Scheme – Round 5 (SC.353/07-08).

RESOLVED:

- (a) That further consideration be given to the proposed University contribution and the costs thereof, including:
 - (i) An upgrade of an academic post to Associate Professor level for the Complexity proposal.
 - (ii) An upgrade of an academic post to professorial level for the Numerical Analysis proposal.
 - (iii) An Assistant Professor post in microfluidics.
 - (iv) The quarter time of a Visiting Research Fellow from the University of Houston.
 - (v) The potential amount of any CIF funding required and the impact of such funding on other University activity.
- (b) That the final bids, after consideration of the issues outlined above, be considered by the Steering Committee at its meeting on 21 April 2008, prior to submission to EPSRC.

460/07-08

National Student Survey

CONSIDERED:

An update from Teaching Quality on response rates achieved to date in the National Student Survey 2008 (SC.354/07-08).

REPORTED: (by Professor M Whitby)

That, as of Friday 11 April 2008:

- (a) the total response rate had increased to 62.72%
- (b) responses in the Department of Italian had reached the minimum required number of 23
- (c) responses in the Department of Film and Television Studies had increased to 22

(by the Vice-Chancellor)

That the NSS was becoming more important to universities and that it appeared that HEFCE wanted to increase the weighting of the NSS in university league tables.

RESOLVED:

That Professor Whitby write to Heads of Department to thank them for their efforts to date and to ask them to continue to encourage students to complete the survey before the closing date.

461/07-08

Research Fortnight 2007 UK Grants Analysis

RESOLVED:

That consideration of SC.348/07-08 be deferred to a future meeting of the Committee pending internal analysis.

462/07-08

Research Ethics Consultation Response

CONSIDERED:

A paper from Research Support Services incorporating the draft University response to the UK Panel for Research Integrity in Health and Biomedical Sciences

consultation on a standard procedure for the investigation of misconduct in research (SC.347/07-08).

RESOLVED:

- (a) That the proposed University response be approved and submitted to Universities UK.
- (b) That the University's Code of Practice for dealing with allegations of research misconduct be reviewed in line with paper SC.347/07-08 and a draft revised code be considered at the next meeting of the University Research Ethics Committee on 10 June 2008.

463/07-08

RCUK Review of Physics

CONSIDERED:

Correspondence from Research Councils UK informing the University of a review of UK Physics and inviting a written submission to the review Panel (SC.357/07-08)

RESOLVED:

That the Deputy Vice-Chancellor and Professors Cooper, Smith and Lamberts draft a response for consideration by the Steering Committee prior to the submission date of 2 May 2008.

464/07-08

CELTE Name Change

CONSIDERED:

A proposal from the Centre for English Language Teacher Education to change its name to the Centre for Applied Linguistics (SC.355/07-08).

REPORTED: (by Professors Lindley and Bassnett)

That the proposal was widely supported in the Faculty of Social Studies and the Faculty of Arts.

RESOLVED:

That the Steering Committee approve on behalf of the Senate the change of name from the Centre for English Language Teacher Education to the Centre for Applied Linguistics (with the sub-title Language, Culture and Pedagogy) with immediate effect.

465/07-08

DCSF/DIUS Raising Expectations: Enabling the System to Deliver

RECEIVED:

The summary of the DCSF and DIUS publication entitled Raising Expectations: Enabling the System to Deliver (SC.351/07-08).

466/07-08

UUK 14-19 Announcements affecting Higher Education

RECEIVED:

UUK Information Note I/08/029 informing institutions of recent developments in 14-19 education affecting Higher Education (SC.350/07-08).