

THE UNIVERSITY OF WARWICK

Open Minutes of the Meeting of the Steering Committee held on 7 November 2016

- Present: Professor C Ennew (Provost (Chair)), Ms R Drinkwater (Group Finance Director), Professor S Gilson (Chair of the Faculty of Arts), Professor Christopher Hughes (Pro-Vice-Chancellor (Education)), Mr L Pilot (President of the Students' Union), Ms R Sandby-Thomas (Registrar), Professor M Shipman (Chair of the Faculty of Science), Professor P Thomas (Pro-Vice-Chancellor (Research)).
- Apologies: Professor A Clarke (Chair of the Faculty of Medicine), Professor A Coats (Academic Vice-President (Monash-Warwick Alliance)), Professor S Croft (Vice-Chancellor and President), Professor D Leadley (Academic Member of the Senate), Professor J Palmowski (Academic Vice-President), Professor S Swain (Pro-Vice-Chancellor (External Engagement)), Professor L Young (Academic Vice-President).
- In Attendance: Mr J Breckon (Director of Estates), Dr G Carden (Director of Strategic Planning and Analytics), Ms D Chambers (Director of SROAS) (for item 101/16-17), Dr M Glover (Academic Registrar), Mrs P Glover (Secretary to Council), Ms J Horsburgh (Strategy Director (Secretary)), Mr S Lloyd (Assistant Registrar, Space Management and Timetabling) (for item 100/16-17), Ms G McGrattan (Director of Human Resources), Mr B Pithouse (Head of Institutional Resilience) (for items 104/16-17 to 105/16-17), Mr I Rowley (Director of Development, Communications and External Affairs), Ms C Wightman (Administrative Officer (Governance)).

90/16-17 Minutes

RESOLVED:

That the open minutes of the meeting held on 24 October 2016 be approved.

91/16-17 Conflicts of Interest

REPORTED: (by the Chair)

That should any members or attendees of the Steering Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014).

NOTE: No declarations were made.

92/16-17 Updated Health and Safety Guidance (minute 58/16-17 refers)

REPORTED: (by the Chair)

That Chair's Action had been taken to approve the updated University of Warwick guidance on Leadership and Management of Health and Safety following the incorporation of feedback and comments provided by the Steering Committee at its meeting of 10 October 2016.

93/16-17 Welcome to new Pro-Vice-Chancellor (Education))

REPORTED: (by the Chair)

That Professor Christopher Hughes was now in attendance in his new role of Pro-Vice-Chancellor (Education).

RESOLVED:

That the gratitude of the Steering Committee be extended to Professor Hughes for his contribution to the Committee's meetings in his former capacity as the Chair of the Faculty of Social Sciences.

94/16-17 Secretary to the Steering Committee

REPORTED: (by the Chair)

That in the Strategy Director's absence on a period of leave between early November 2016 and January 2017, the Director of Strategic Planning and Analytics would assume the role of Acting Secretary to the Steering Committee at its meetings within this timeframe.

95/16-17 Launch of 'A Day With' Programme

REPORTED: (by the Chair)

That the 'A Day with' pilot programme had been launched and allowed participants to spend a day (or half-day) with a colleague from a different area of the University, to find out more about what they did and ask questions about how they worked, noting that the Programme was open to all staff from grades 1a to 9 and was separate from the 'How Warwick Works: shadowing and development scheme for academics.

96/16-17 All Staff Meeting 26 October 2016

REPORTED: (by the Chair)

That the Vice-Chancellor had led an all-staff meeting on 26 October 2016 at which key national policy areas such as leaving the EU, devolution, the Stern Review of the Research Excellence Framework and the Higher Education and Research Bill had been discussed and the Registrar introduced.

97/16-17 University Sculpture Wins PMSA Marsh Award 2016

REPORTED: (by the Chair)

That 'Habitat', the seven metre high cedar column created by David Nash OBE and installed on campus to mark the University's 50th anniversary, had been announced as the winner of the prestigious Public Monuments and Sculpture Association's Award For Excellence in Public Sculpture 2016.

RESOLVED:

That the congratulations of the Committee be extended to the Arts Centre Curator, Sarah Shalgosky, and to Mr. Nash, on this achievement.

- 98/16-17 International Chevening Scholarship Students
- REPORTED: (by the Chair)
- That Warwick had welcomed 59 new International Chevening Scholars from 34 countries into ten different academic departments, noting that the new intake represented a 78% overall increase from 2015/16 and that the biggest increase had been seen in WMG which had welcomed 21 of the new scholars.
- 99/16-17 *University Strategy
- RECEIVED:
- A presentation and oral update by the Director of Strategy
- RESOLVED:
- That in the absence of the Strategy Director on leave for a period from early November 2016, the Director of Estates should speak with the Vice-Chancellor around developing a plan for an external communications strategy pertinent to the masterplan to feed relevant messages out in a timely manner.
- 100/16-17 *Report from the Capital, Space and Amenities Group
- RECEIVED:
- A report (SC.37/16-17 {restricted}) from the Senior Assistant Registrar, Space Management and Timetabling providing an update on the key strategic and operational matters discussed and decisions taken by the Capital, Space and Amenities Group (CSAG) at its meeting held on 6 October 2016.
- RESOLVED:
- That the report be noted.
- 101/16-17 *Admissions: Autumn Update
- RECEIVED:
- An update on Admissions (SC.38/16-17 {restricted}) from the Director of SROAS.
- RESOLVED:
- (a) That the thanks of the Steering Committee be extended to the SROAS team for delivering a successful recruitment round in 2016.
- (b) That at a future meeting the Steering Committee would welcome sight of the more detailed information behind the UCAS competitor group tables.
- 102/16-17 *Institutional Teaching and Learning Review
- RECEIVED:
- An oral update from the Academic Registrar on the Institutional Teaching and Learning Review.

RESOLVED:

That the update on the Institutional Teaching and Learning Review be noted.

103/16-17 *League Tables Summary 2016

RECEIVED:

A presentation from the Director of Strategic Planning and Analytics on the University's position in national and international league tables.

RESOLVED:

That the League Tables Summary be noted.

104/16-17 *Institutional Risk Register - Update

CONSIDERED:

The Institutional Risk Register for the Autumn Term 2016 (SC.39/16-17 {restricted}).

RESOLVED:

(a) That the ongoing work as set out in the report be noted.

(b) That the articulation, scoring and proposed mitigations for the new risks be approved.

105/16-17 *Prevent Update

RECEIVED:

The University's Annual Report to the HEFCE in relation to its compliance with the Prevent Duty (SC.40/16-17 {restricted}).

RESOLVED:

That the draft Annual Report be approved prior to consideration by the Council.

As at 15 November 2016