

THE UNIVERSITY OF WARWICK

Minutes of the Meeting of the Steering Committee held on 21 November 2005

Present: Vice-Chancellor (Chair)
Professor S Bassnett
Professor L Bridges
Professor A Caesar
Professor J Jones
Professor I Lauder
Professor R Lindley
Professor M Smith
Ms K Stark
Professor H Thomas
Professor M Whitby

Apologies: Professor Y Carter, Professor M Luntley, Professor S B Palmer, Director of Communication, Registrar.

In Attendance: Academic Registrar, Acting Director of Finance, Director of Academic and Student Affairs, Director of Estates, Director of Personnel, University Secretary, Mrs H E Blunt, Ms N Snodgrass.

143/05-06 Minutes

RESOLVED:

That the minutes of the meeting held on 14 November 2005 be approved subject to the following:

- (a) the deletion of Professor Whitby from the list of members in attendance at the meeting;
- (b) the amendment of minute 132/05-06 as follows: (amendments underlined, deletions struck through)

REPORTED: (by the Director of IT Services)

- (c) That an Information Security Working Group chaired by the ~~Pro-Vice-Chancellor (Teaching and Learning)~~ Chair of the Board of the Faculty of Social Studies had been established with the remit of overseeing and promoting information security awareness and understanding within the University.

144/05-06 Millburn House

RECEIVED:

An oral report from the Director of Estates on the progress of refurbishment works in Millburn House noting that while the scheduled date for occupancy of April 2006 was challenging it was expected that the University would be able to meet the timetable required to ensure allocation of the CETL capital grant.

145/05-06 CETLs: Reinvention Centre

RECEIVED:

An oral report from the Director of Estates on current discussions on the potential location at Westwood of activities associated with the CETL Reinvention Centre.

REPORTED:

That the first Advisory Board meeting for the Reinvention Centre would take place on 29 November 2005.

RESOLVED:

That a report on proposals for the allocation of the additional HEFCE CETL funds to be made available for the Reinvention Centre and a revised budget for the Centre be brought forward for consideration by the Committee after the meeting of the Centre Advisory Board and prior to submission of any proposals to the HEFCE.

146/05-06 Development and Alumni Relations

CONSIDERED:

A report on development activities including overall progress on fundraising, the telephone campaign, alumni relations, a feasibility study being undertaken into the potential for a major fundraising campaign and the increasing demand in the sector for development and alumni relations staff together with an oral report from the Director of Development and Alumni Relations (SC.90/05-06).

RESOLVED:

That the Development and Alumni Relations Office give consideration to the potential for establishing a Postgraduate Award in the field of Development and Alumni Relations.

147/05-06 Careers Service

CONSIDERED:

A report on strategic developments in the Careers Service including Destinations of Leavers of HE (DLHE), the HEIF funded Work Experience Project and employer events and student engagement together with an oral report from the Director of the Careers Service (SC.91/05-06).

RESOLVED:

- (a) That there was a need to address the issue of low attendance of students at employer recruitment events.
- (b) That assessment of employers' stated requirements and expectations of graduates and translation of those requirements into the curriculum was an important issue for the University to address and was an appropriate topic for the Faculty Boards to review.

REPORTED:

That the Science Faculty Advisory Board would be addressing the topic of employers' needs and expectations of graduates at its next meeting in the Spring Term.

148/05-06 Post-Qualification Applications Consultation: Final University Response
(minute 114/05-06 refers)

CONSIDERED:

The final draft of the University's response to the DfES consultation paper 'Improving the Higher Education Applications Process' together with a briefing paper prepared by the Academic Registrar and the Head of Student Admissions and Widening Participation, UK Information Note 1/05/155 and a copy of the joint consultation response from the Russell Group and the 1994 Group (SC.92/05-06).

RESOLVED:

- (a) That the final draft of the University's response to the DfES consultation 'Improving the Higher Education Applications Process' be approved as set out in paper SC.92/05-06 for submission to UUK by the deadline of 23 November 2005 and to the DfES by the deadline of 5 December 2005.
- (b) That the University response to the DfES consultation be accompanied by a letter from the Vice-Chancellor reinforcing the University's original and regularly stated position on how the applications process should be improved and indicating that the current consultation is a lost opportunity for positive revision of the process.

149/05-06 Review of the National Institute for Biological Standards and Control

CONSIDERED:

UUK I note on the Review of the National Institute for Biomedical Standards and Control (SC.94/05-06).

RESOLVED:

That Professor Jones consult with the Chair of the Department of Biological Sciences to determine whether the University should respond to the Review of the National Institute for Biomedical Standards and Control.

150/05-06 Launch of New National Teaching Fellowship Scheme

RECEIVED:

A copy of a press release from the Higher Education Academy on the launch of the new National Teaching Fellowship Scheme (SC.95/05-06).

151/05-06 Senate Business

RESOLVED:

That the comments and recommendations of the Steering Committee on items of business for the meeting of the Senate to be held on 30 November be as set out in the papers circulated for the meeting of the Senate.