

## UNIVERSITY OF WARWICK

### Minutes of the meeting of the Steering Committee held on 28 June 2004

- Present: Vice-Chancellor (in the Chair)  
Professor Dyson  
Professor Easton (from item 471/03-04 onwards)  
Professor J Jones  
Mr R Jones  
Professor I Lauder  
Professor Luntley  
Professor McCrae  
Professor McFarlane  
Professor Thomas  
Professor Whitby
- Apologies: Professor Palmer.
- In Attendance: Registrar, Finance Director, Academic Registrar, Director of Personnel Services, Director of Student and Ancillary Services, Director of Communication, University Secretary, Miss E Clewlow, for item 471/03-04 Professor S Houlgate, Dr N Eilan and Dr C Hoerl.

466/03-04 Minutes

RESOLVED:

That the minutes of the meeting held on 21 June 2004 be approved.

467/03-04 Warwick in Asia (minute 451/03-04 refers)

REPORTED:

That the University Librarian had agreed to serve as a member of the Group established to undertake the initial work regarding Warwick in Asia.

468/03-04 University Financial Plan

REPORTED: (by the Vice-Chancellor)

That, following the meeting of the Strategy Committee on 24 June, the draft University Financial Plan had been revised to incorporate modest savings, thereby increasing the projected surpluses in the first three years, prior to submission of the Plan for approval by the University Council at its meeting on 2 July.

RESOLVED:

That the Director of Communication prepare information on the institutional assumptions and aspirations underpinning the Financial Plan for dissemination to the wider University community following approval of the Plan by the Council.

469/03-04 Higher Education Innovation Fund – Round 2

RECEIVED:

An oral report from the Vice-Chancellor on the University's success relative to peer institutions in securing funding from the Higher Education Innovation Fund and noting the commitment made by the North West Regional Development Agency to match the funding allocated to HEIs in its region.

470/03-04 Administrative Re-organisation

## RECEIVED:

A report from the Registrar on changes being made to the roles and responsibilities of the Senior Officer team with effect from 1 July 2004 (SC.260/03-04, tabled at the meeting).

## REPORTED: (by the Registrar)

That Mr Ian Barker had resigned from his position as Director of Estates in order to take up the position of Director of Estates at the University of Birmingham, in light of which steps were being taken to put in place interim arrangements for the management of the Estates Office and to identify a successor to Mr Barker.

471/03-04 Review of the Department of Philosophy

## RECEIVED:

The Quinquennial Review Report on the Department of Philosophy (SC.237/03-04) together with oral reports from Professor Luntley, Professor Houlgate, Dr Eilan and Dr Hoerl welcoming the positive tone of the Review Report and noting that detailed departmental discussion of its findings would take place in the Autumn Term.

472/03-04 Undergraduate and Postgraduate Admissions

## CONSIDERED:

University data on home and overseas undergraduate and postgraduate applications by course for entry in October 2004 as at mid-June 2004 (SC.255/03-04) together with an oral report from the Academic Registrar.

## RESOLVED:

- (a) That the Student Recruitment and Admissions Office work with the Finance Office to bring forward, for consideration by the Committee on a fortnightly basis over the Summer:
  - (i) An update on the progress being made with the departments identified as requiring additional action to meet intake targets.
  - (j) A statement of projected University income from tuition fees in 2004/2005 based upon projected intake numbers.
- (b) That a report evaluating the impact and progress of the new admissions procedures introduced by the Student Recruitment and Admissions Office be brought forward for consideration by the Committee at a future meeting.

473/03-04 Warwick Business School Finances

## CONSIDERED:

The third quarter statement for the Warwick Business School Devolved Budget for the period ending 30 April 2004, incorporating financial statements for CHeSS and the Institute for Governance and Public Management (SC.257/03-04) together with an oral report from the Dean of the Warwick Business School.

## RESOLVED:

That the third quarter statement for the Warwick Business School Devolved Budget for the period ending 30 April 2004 be noted and approved as set out in paper SC.257/03-04.

474/03-04 Warwick Medical School Finances

## CONSIDERED:

The third quarter statement for the Warwick Medical School Devolved Budget for the period ending 30 April 2004 (SC.254/03-04) together with an oral report from the Dean of the Leicester Warwick Medical Schools.

## RESOLVED:

That the third quarter statement for the Warwick Medical School Devolved Budget for the period ending 30 April 2004 be noted and approved as set out in paper SC.254/03-04.

475/03-04 Centres for Excellence in Teaching and Learning

## RECEIVED:

Notification from the HEFCE that two of the University's Stage One bids to host Centres for Excellence in Teaching and Learning, The Capital Centre and The Reinvention Centre for Undergraduate Education, had been selected to proceed to Stage Two of the bidding process (SC.258/03-04).

476/03-04 Lifelong Learning Networks

## CONSIDERED:

A joint letter from the HEFCE and the Learning and Skills Council, 12/2004, on the development of Lifelong Learning Networks (SC.259/03-04).

## RESOLVED:

That Professor Dyson work with the Centre for Lifelong Learning to explore areas in which the University might wish to indicate interest in developing a Lifelong Learning Network.

477/03-04 Study Leave Administration Arrangements

## CONSIDERED:

A proposal for new arrangements for the administration of the University's study leave scheme (SC.240/03-04).

## RESOLVED:

That the Director of Personnel Services liaise with the Deputy Vice-Chancellor to bring forward a revised and more streamlined proposal for the approval and administration of the University's study leave scheme for consideration by the Steering Committee at a future meeting.

478/03-04 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 June 2004 be as set out in the papers circulated for the meeting of the Senate.

479/03-04 IT Services

REPORTED: (by the Vice-Chancellor)

That he had received an email from the Director of IT Services giving the rationale upon which the University's current practice of providing software via 'managed desktops' rather than local installation was based.

RESOLVED:

That the Vice-Chancellor and Professor Whitby undertake further discussions with the Director of IT Services on the University's current practice of providing software via 'managed desktops' rather than local installation.

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