

Agenda - Board of Governors

Eighty-fifth meeting of the Board of Governors, to be held on Thursday 22nd November 2012 at 6pm in the Council Room, City Campus.

Refreshments will be served from 5:30pm.

Please note, there will be a Students' Union launch event to celebrate the recent refurbishment. This will take place at 4:30pm in the Ambika Paul Students' Union Centre, City Campus.

Part A: Attendance and Minutes

1. Welcome and Apologies and Declaration of Interests (Chair) – no paper

(a) Welcome to Dan Batchelor, President of the Students' Union.
Apologies received from Stewart Towe, Carole Burgher, Cllr Kuldip Sahota, Ian Hyde, Dr Bryony Conway and Ann Holmes.

(b) To disclose any interests from members of the Committee.

2. Minutes of the Board of Governors Meeting, 5th July 2012 (Chair)

(a) To receive and if so resolved, to approve the minutes of the eighty-third meeting of the Board of Governors as a true record.

(b) To consider any matters arising from the minutes of the previous meeting which are not substantive items for this meeting:

i. Action checklist (enclosed);

3. Membership and Attendance (Chair) – no paper

(a) To reappoint Michael Elliott as an Independent Member and Chair for a term of three years;

(b) To reappoint Carole Burgher as a Co-opted Member effective for a term of three years.

4. Terms of Reference (Chair)

To review the Terms of Reference of the Board of Governors.

Part B: Priority Items for Discussion

5. Alumni and Development Activity Presentation (Claire Shaw) – no paper

To receive a presentation from Claire Shaw, Head of Alumni & Development regarding alumni and development activity.

6. Vice-Chancellor's Report (Professor Geoff Layer)

To receive the Vice-Chancellor's report to Governors.

7. Students' Union Matters (Mr Dan Batchelor)

- (a) To receive and, if so resolved, to approve the Students' Union accounts for the year ended 31 July 2012.
- (b) To receive an updating report from the President of the Students' Union.

8. Accounts 2011/12 and KPMG Audit Highlights Memorandum and Management Letter (KPMG)

- (a) To receive and, if so resolved, to approve the Consolidated Report and the Financial Statements for the year ended 31 July 2012 for the University, incorporating the financial statements of the University's wholly-owned subsidiary companies and, if so resolved, to adopt the Report and Financial Statements for the University for submission to HEFCE.
- (b) To receive and, if so resolved, to approve the KPMG Audit Highlights Memorandum and Management Letter.

9. Audit Committee Annual Report (Mr John Sharp)

To receive and, if so resolved, to approve the Audit Committee Annual Report 2011/12.

10. Campus Plans (Mr Henry Gun-Why)

To receive a presentation on the University's campus plans.

PART C: Items for Approval

11. Annual Accountability Returns to HEFCE - NO PAPER

HEFCE have advised this paper no longer requires Board approval and therefore it has been removed from the agenda.

12. Key Performance Indicators (Mrs Helen Lloyd Wildman)

To receive and approve a proposed set of new Key Performance Indicators aligned to the University's sub-strategies.

13. Report from Academic Board (Mr John Pymm)

(a) To receive from the Chair of the Academic Board and the Academic Board Nominee Governor, two reports on the Academic Board proceedings held on:

- i. 17th September 2012; and,
- ii. 5th November 2012.

(b) To consider any matters arising.

PART D: Items to Receive/ For Information

14. HEFCE Annual Assessment of Institutional Risk (Secretary to the Board)

To receive a letter dated 10th October 2012 from HEFCE regarding the annual assessment of institutional risk.

15. Reports from Governor Committees

To receive reports from the following meetings:

- (a) Finance & General Purposes Committee – 27th September 2012 **(Chair)**;
- (b) Finance & General Purposes Committee – 8th November 2012 **(Chair)**;
- (c) Audit Committee – 6th September 2012 **(Mr J Sharp)**;
- (d) Audit Committee – 1st November 2012 **(Mr J Sharp)**;
- (e) Wholly Owned Companies Meeting – 8th November 2012 **(Prof Ian Oakes)**.

- (f) Wolverhampton Science Park Board Meeting - 8th November 2012 (**Prof Ian Oakes**)
- (g) Equality and Diversity Committee – 30th October 2012 (**Professor Geoff Layer**)
- (h) Nominations Committee – 22nd September 2012 (**Secretary to the Board**)

16. Sealing Register (Secretary to the Board)

To confirm the affixing of the Common Seal of the Corporation to the document set out against number 378 of the Sealing Record.

17. “21 and Proud” Events (Sir Geoff Hampton)

To receive a paper on University’s Alumni Plans.

18. Any Other Business (Chair) – no paper

To consider any other items of business as may be accepted by the Chairman. It would be appreciated if members would advise the Chair or Secretary prior to the meeting of items they wish to raise.

- i. **Christmas Carol Service** – 13th December 2012, 3:15pm, St Peter’s Collegiate Church, all welcome.
- ii. **Lord Adonis talk** – 7th December 2012, invites have already been sent via email, please rsvp if you would like to attend.
- iii. **Desktop Review of Governance** – for information, this will be undertaken during the academic year 2012/13
- iv. **Declaration of interest forms** – could Governors who have not completed these forms please do so asap

Next meeting: 28th March 2013