

Board of Governors

Minutes of the ninetieth meeting of the Board of Governors, held on Thursday 3rd July 2014 at 5:00pm in room MA224, City Campus, Wolverhampton.

Present:

Mr Michael Elliott, Chair (excluding part of item 1450)
Ms Kathy Gee, Deputy Chair (Chair for part of item 1450)
Professor Geoff Layer, Vice-Chancellor
Ms Kate Copestake, Independent Governor
Rev Eddie Wynn, Non-Teaching Staff Representative Governor
Cllr Kuldip Sahota, Co-opted Governor – present from item 1448
Dr John Pymm, Academic Board Nominee Governor
Ms Gabriela Steinke, Academic Board Nominee Governor
Dr Josh Johnson, Independent Governor
Dr Aidan Byrne, Teaching Staff Representative Governor
Dr Simon Walford, Deputy Chair
Ms Paula Clark, Independent Governor – present from item 1448
Ms Zoe Harrison, Student Governor
Mr Ben Reid, Independent Governor
Mr Mike Priddy, Independent Governor

In attendance:

Mrs Helen Lloyd Wildman, University Registrar and Secretary (Clerk)
Professor Ian Oakes, Deputy Vice-Chancellor Research and Enterprise
Professor Ann Holmes, Deputy Vice-Chancellor Academic
Ms Jane Nelson, Deputy Vice-Chancellor Access and Lifelong Learning
Mr Andy Holding, Finance Director
Mr Simeon Chandra, Students' Union
Dr Anthea Gregory, Dean of Faculty of Social Sciences – until item 1449
Mr Jon Elsmore, Dean of Students

Apologies:

Mr Stewart Towe
Professor Martin Chambers
Ms Sukhbir Garcha

Mr Ian Hyde
Mrs Carole Burgher
Professor Gill Nicholls

Administrator:

Miss Gemma Towns, Assistant Clerk to the Board

1446 Welcome and apologies

Apologies had been received from Professor Martin Chambers, Mr Stewart Towe, Mr Ian Hyde, Ms Carole Burgher and Ms Sukhbir Garcha.

The Chair confirmed Ms Harrison was present as the Students' Union President 2014/15. Mr Chandra was in attendance as the outgoing Students' Union President for the academic year 2013/14.

1447 Declaration of interests

The members present confirmed they did not have any interests to declare.

1448 Presentation on QAA Higher Education Review

Professor Holmes delivered a presentation on the upcoming QAA Higher Education Review. The Board discussed the implications of the review for the University and agreed for the update to be presented to the November 2014 committee, the feedback to be reported to the March 2015 meeting and the draft action plan reported to the July 2015 meeting as it was acknowledged Governors needed to have oversight of the report.

The Chair thanked Professor Holmes for her presentation.

1449 Minutes of the previous meeting

The minutes of the meeting held on 27th March 2014 were agreed as a true record.

The matter arising at minute 1430 was marked as closed.

1450 Appointment of Pro-Chancellors

Mrs Lloyd Wildman advised the Board that the term of office for the two existing Pro-Chancellors would be expiring at the end of the academic year 2013/14. Mrs Lloyd Wildman advised Nominations Committee had taken the opportunity to create and approve a formal role description for Pro-Chancellors at the University, thus creating an honorary role where Pro-Chancellors would act as ambassadors for the University and represent the university in identified fields of expertise.

Ms Clark asked how the outcome of Pro-Chancellor's success would be measured; Mrs Lloyd Wildman advised that each Pro-Chancellor would engage in a specific area of expertise and their involvement would be monitored by the University's progress in those areas. It was agreed a progress report would be submitted to the Board to update Governors on the progress of Pro-Chancellors.

Mr Elliott passed the Chair to Ms Gee.

Ms Gee advised that in future years Nominations Committee would ask the University community to nominate suitable individuals to the post of Pro-Chancellor but Nominations Committee had felt it would be initially beneficial on this occasion to identify two such individuals.

Ms Gee advised Nominations Committee had suggested two individuals were appointed to the role of Pro-Chancellor, Mr Stewart Towe and Mr Michael Elliott. Nominations Committee were of the view that both individuals would represent the interests of the University in their areas of expertise and recommended they were appointed as Pro-Chancellors for a five year term of office. In consequence Mr Towe's appointment as a Governor would expire on 31st July 2014.

It was resolved that:

- (a) The role of Pro-Chancellor be officially created at the University with up to six appointees at any one time;**
- (b) Mr Stewart Towe and Mr Michael Elliott be appointed as Pro-Chancellors for a five year term of office, expiring on 3rd July 2019.**

Ms Gee handed the Chair back to Mr Elliott.

1451 Re-appointment of Chancellor

The Chair confirmed Nominations Committee had noted Lord Paul's term of office as Chancellor was approaching expiration. Professor Layer had met with Lord Paul and discussed his term of office. Lord Paul had confirmed he would be delighted to be re-appointed as Chancellor of the University for a five year term. The Board discussed his re-appointment and suggested succession planning commenced in three years' time. **It was resolved that Lord Paul be appointed as Chancellor for a five year term of office until 31st July 2019 with succession planning commencing during the academic year 2017/18.**

1452 Appointment of a Nominated Member

The Chair advised Mr Hyde would not be seeking re-appointment to the Board of Governors but his expertise on Audit Committee was extremely valuable to the University. It was proposed that Mr Hyde was appointed to Audit Committee as a Nominated Member, an external member of the Committee who is not a Governor but is able to participate in Audit Committee meetings. Cllr Sahota as Chair of Audit Committee, confirmed he supported such an appointment.

It was resolved that Mr Ian Hyde be appointed as a Nominated Member to membership of Audit Committee for a term of three years, effective from 1st September 2014 to 31st August 2017.

1453 Appointment of Zoe Harrison

It was noted that the Students' Union had appointed their President with effect from 1st July 2014 which was earlier in the year than usual. **It was resolved that Ms Zoe Harrison, President elect of the Students' Union, was appointed to the Board for one year with effect from 3rd July 2014 to 30th June 2015.**

1454 Appointment of Sukhbir Garcha

It was resolved that Ms Sukhbir Garcha of the Students' Union was appointed to the Board for one year with effect from 3rd July 2014 to 30th June 2015.

1456 Appointment of a University Trustee to the University of Wolverhampton Students' Union

The Board noted their duty under section 22(1) Education Act 1994. Professor Layer confirmed the University's nominated representative to the Board of the University of Wolverhampton Students' Union was Dr Anthea Gregory who would be the Deputy Vice-Chancellor (Academic) from 1st September 2014. **It was resolved that Dr Anthea Gregory be appointed as the University nominated representative on the University of Wolverhampton Student's Union Board for a period of four years.** The Students' Union would be required to ratify this nomination at their next board meeting.

1457 Minutes from Academic Board

It was resolved that the minutes of the Academic Board meetings held on 12th May 2014 and 16th June 2014 be approved.

It was resolved that the addition of the new University Integrated Masters award title of MLaw be approved by the Board. Bye Law 5, Degrees, Diplomas and Certificates, would be updated accordingly.

1458 Minutes of sub-committee meetings

- (a) Nominations Committee, 8th May 2014: **It was resolved that the minutes be approved.**
- (b) Finance and General Purpose Committee, 8th May 2014: **It was resolved that the minutes be approved.**
- (c) Finance and General Purpose Committee, 12th June 2014: **It was resolved that the minutes be approved.**
- (d) Audit Committee, 5th June 2014: The HEFCE risk letter was noted by the Board. **It was resolved that the minutes be approved.**
- (e) Wholly Owned Companies, 12th June 2014: **It was resolved that the minutes be approved.**
- (f) University of Wolverhampton Science Park Ltd, 12th June 2014: **It was resolved that the minutes be approved.**
- (g) Equality and Diversity Joint Committee, 4th June 2014: **It was resolved that the report be approved.**

The Chair suggested the Board gave consideration to the subsidiary company structure in a forthcoming meeting.

1459 Chair's actions

The Board noted and approved the Chair's actions taken on 8th April 2014 and 8th May 2014.

1460 Sealing Register

A tabled paper was received by the Board. **The Board confirmed the affixing of the Common Seal of the Corporation to the document set out against item 394 of the Sealing Record.**

1461 HEFCE Agreement on Institutional Designation

The Board received for information the HEFCE Agreement on Institutional Designation.

1462 Presentation from the Dean of the Faculty of Arts

Dr Pymm delivered a presentation on the Faculty of Arts. The Board discussed employability of graduates and the number of students setting up their own businesses. Dr Pymm updated the Board on the Faculty's progress and strategic opportunities which arisen for the Faculty.

The Chair thanked Dr Pymm for his presentation and the Faculty's hard work.

1463 Change of building names

Mr Elsmore, Dean of Students, advised the Building Names Working Group had made recommendations to the Board regarding the naming of the university's main gateway buildings including the new Science Centre Building on City Campus. Mr Elsmore confirmed the aim of naming buildings was to aide navigation and way finding on campus and to add recognition and gravitas.

The Board discussed the proposed building names. After consideration the Board preferred "The William Penny Brookes Building" for WD Building as this was the more widely known name of the individual.

Cllr Sahota suggested that equality and diversity issues should be taken into consideration when naming buildings in future. The Board agreed and also recommended that field of expertise and not just locality were considered in future. Mr Elsmore agreed to report this back to the Building Names Working Group.

It was resolved the following buildings were named:

- **WA Building: The Jerome K Jerome Building**
- **WD Building: The William Penny Brookes Building**
- **WN Building: The Samuel Johnson Building**
- **WP Building, Boundary House: The Sister Dora Building**
- **MB Building, Science Facility: The Rosalind Franklin Building**

1464 Key Performance Indicators

Dr Walford commented a post script had been added to KPI 8b, improved student achievement and completion, at the request of Finance and General Purpose Committee to explain the progression figures. Professor Layer advised the progression rates for postgraduate courses were over two academic years which skewed the statistics. The Board discussed the support which was in place to aide retention of students.

It was resolved that the Level 1 KPIs be approved by the Board.

1465 Quarter 3 forecast and budget 2014/15

Quarter 3 forecast

Mr Holding advised the quarter 3 forecast and budget had been discussed at Finance and General Purpose Committee on 12th June 2014.

Mr Holding highlighted the area of non-pay expenditure as in previous years too much had been budgeted for schools and bursaries. Mr Holding advised in the previous year the University had budgeted for recruiting to target but some contingency had been allowed in case the target had been missed. The contingency had not been released and the quarter three outturn presented to the Board at this meeting had looked at this more realistically. Consideration would be given to the forecasts for Faculty spends to ensure these were still correct. It was noted IT Services and Estates had a programme of summer works which caused some delay in their expenditure.

Ms Clark asked if value for money was being achieved by the lower spend; Mr Holding advised a robust authorisation system and procurement procedure was in place. Carry forward from each year was allowed and this reduced the need to spend at year end but it was acknowledged this introduced a level of uncertainty so the level of release for carry forward was carefully managed by line managers and Finance and Investment Committee.

The Chair advised Finance and General Purpose Committee had requested regular updates on the financial position of the University and such reports would be taken to Finance and General Purpose Committee meetings.

Budget

Mr Holding advised the 2% pay rise had been included in the budget but pensions would be an area of significant importance over the coming years. The Board noted key risks were recruitment and possible cuts from HEFCE.

It was resolved that the Quarter 3 outturn and budget 2014/15 be approved.

1466 Five Year Forecast – Confidential Minute

1467 Strategic Developments – Confidential Minute

1468 Vice-Chancellor's Report

Professor Layer highlighted the following areas of his report:

- Student Recruitment 2014/15: the target had been increased but the University was confident it could be met.
- Office of Fair Access: the outcome of the University's Access Agreement would be known in late July 2014.
- Student Access Funds: the funding would cease to exist in 2015/16. The Dennis Turner Opportunity Fund had been established to assist students in times of significant financial hardship and the University were particularly proud to establish this fund.
- Research: the University continued to make a major investment in staff.
- Sci Fest: the University's annual Sci Fest event would be taking place until 5th July 2014.
- DLHE: the University had improved its position by 4 percentage points making the University the second best performing University in the region.

Dr Byrne asked if the University had links with organisations who had been subject to the recent visa investigations as he had heard that this might be the case. Professor Layer asked Dr Byrne to provide names of such individuals and he would investigate.

1469 Confidential Minute

1470 Students' Union

Ms Harrison advised the Students' Union had developed their strategic plan and were considering their mission.

Ms Harrison advised work needed to be completed on the Student Charter as if students were to be partner with the University, the charter needed to outline their journey through the University. The Student Charter was however, regarded by the University as a positive statement for students. The Chair thanked Ms Harrison for her report and congratulated the Students' Union on their work over the last year.

The Board noted the report.

1471 Any other business

- (a) The Chair thanked Mr Chandra for his hard work on the governing body and wished him the best of luck for the future.

- (b) On behalf of the governing body the Chair thanked Ms Nelson and Professor Holmes for their commitment to the University over the years and a dinner would be held after the meeting to formally record the Board's thanks.

Meeting closed: 7:30pm.