



Minutes of the Meeting of the Board of Governors held on 2nd May 2017

The Chair welcomed Jade Haley, Euan Morrison (Vice President, Education elect) and Sophie Glenny (Vice President, Student Activities elect) in observer capacity.

1. APOLOGIES AND WELCOMES

- 1.1 For a record of the attendance and apologies, please see attached list.

2. DECLARATIONS OF INTEREST

- 2.1 There were no declarations of interest.

3. MINUTES AND MATTERS ARISING

- 3.1 The minutes were received and agreed by the Committee as an accurate record of the meeting held on the 27th February 2017.

- 3.2 Further to discussion at the previous meeting about future Board business and following discussion between the Chair and the Vice Chancellor and Chief Executive, a proposal was being made to establish a task and finish group on alumni engagement and development work. The Board **agreed** to form a task and finish group. Members were asked to contact the Clerk to the Board if they would like to join the group.

Action: Board members

4. CHAIR'S BUSINESS

- 4.1 The Board received a verbal report from the Chair and the Clerk.

- 4.2 The Chair attended recently the Spring Conference held by the Committee of University Chairs (CUC). The theme of the conference was partnerships. The speakers included Tim Melville Ross (the Retiring Chair of HEFCE) and Professor Sir John Tooke (Executive Chairman and Founder of Academic Health Solutions), who spoke on collaborative working with the NHS. The Chair has also attended a number of University events including professorial lectures and the University Open Day for applicants. He has also met with the Chief Executive Officer of the Students' Union to learn more about their work, following the successful visit in February by the Board.

- 4.3 The Clerk had sent to the Board the select committee report on the 'challenges and opportunities for higher education on exiting the EU', which highlights the range of issues related to staff and student mobility and recruitment, research funding and collaborations. The Board **agreed** that individual members should consider lobbying candidates in the forthcoming election on these issues.

Action: Independent Board members

5. VICE CHANCELLOR'S REPORT

- 5.1 The Board received a written report from the Vice Chancellor and Chief Executive, supplemented by a verbal update. The report included:

- an assessment of the current external context in terms of threats and opportunities facing the University
- details of the national review work being undertaken to promote the interests of Universities during 'Brexit';

- steps being taken by the University to strengthen its medium-term financial sustainability;
- the University's financial performance in 2016/17;
- projected student number in 2017/18 and work being undertaken to enhance the conversion of applications into student admissions in the Autumn;
- University of Worcester International College;
- HEFCE funding and associated initiatives;
- Research contracts and awards;
- Capital Development Programme;
- Work to develop a Medical School;
- The University's performance in relation to graduate employability and the National Student Survey;
- Media and press coverage of the University and the Worcester Wolves and the Severn Stars teams.

5.2 Discussion focused on challenges and opportunities in relation to teacher education and on the extensive work that is being undertaken in relation to developing a medical school. It was agreed that the Clerk would circulate to the Board copies of a recent publications by the Higher Education Policy Institute on teacher education for information-sharing purposes.

Action: Clerk to the Board

5.3 The University leadership is engaged with a national consultation on medical education and is working with its consultant (Jonathan Nichols) to develop the business case for the Medical School. This will include early investment in a senior leadership post. The Board requested that the business case should be presented to the Board for formal approval at its meeting in November.

Action: Vice Chancellor, Deputy Vice Chancellor and Director of Finance and Resources

6. REPORT FROM THE STUDENTS' UNION

6.1 The Board received for information and discussion the report from the Students' Union, which provided details of Varsity 2017 and plans for Celebration Week.

6.2 It was noted that the turnout for the Students' Union elections was higher this year, with 1159 students choosing to vote.

6.3 A number of campaigns have been run successfully, for example, to raise awareness about the degree classifications scheme and sexual health.

6.4 There have been some changes in relation to the governance of the Students' Union. Two student trustees have been appointed and a decision was taken by the Student Council to introduce a new structure of Student Led Services (SLS), including Raise and Give (RAG).

6.5 James Gunther and Hemaka Pathiranage thanked the Board for its support and for the opportunity to work with it.

7. (Commercial in Confidence Item)

8. TRAINING AND DEVELOPMENT PROGRAMME FOR GOVERNORS

8.1 The Board received for review and comment the 2017/18 Training and Development Programme for Governors presented by the Chair of the Board and the Clerk. The proposals were based on feedback received throughout 2016/17 and from the detailed feedback shared through the annual review meetings, held with each Board member for the first time in March/April 2017. Other feedback from the members' annual review process will be addressed by the Chair and the Clerk

8.2 The Board approved the programme and welcomed the new features such as the proposal for an Away Day for Independent Members and additional opportunities to meet with members of Academic Board and with staff and students in the Institutes.

9. FORMAL APPROVAL ITEMS

9.1 Risk Management

9.1.1 The Board received for formal approval the Institutional Risk Register, which had been approved by Vice Chancellor's Advisory Group and received by the Audit Committee at its meeting on 27th March 2017.

9.1.2 The Board noted and accepted the proposed changes to the risk ratings for Risk B (Student Experience – Retention and Student Satisfaction), C (Attracting and Meeting the Academic Needs of a Diverse and Growing Student Population) and D (Financial Sustainability), as well as changes to the risk title for Risk E (Government Policy and Political Changes) to include TEF.

9.1.3 The Board **resolved** to approve the Institutional Risk Register and the Risk Management Report.

9.2 Committee Membership in 2017/18

9.2.1 The Board received and **approved** proposals concerning Committee Membership in 2017/18. It was noted that subsequent changes would need to be agreed following the outcome of the current recruitment round for new Independent Board members.

10. REPORT ITEMS

10.1 Annual Report on Student Complaints and Appeals

10.1.1 The Board **received** for information the Annual Report on Student Complained and Appeals. It was reported that in 2015/16 the University had received just 14 formal complaints (fewer than the previous year) and 15 academic appeals. This positive position is as a result of the University's successful approach to working in partnership with the Students' Union, to ensure that issues are identified and addressed early.

10.2 Management Accounts

10.2.1 The Board **received** for information the Management Accounts for period 8. It was noted that at this stage the forecasts remain unchanged and are as was reported previously to the Finance and Development Committee.

11. BUSINESS OF THE SUB-COMMITTEES

11.1 Audit Committee

11.1.1 The Board received the Minutes of the meetings held on 27th March 2017. It was noted that a management action plan is being developed to address the Internal Auditors' finding in relation to Management Reporting. This will be received by the Audit Committee at its next meeting in June 2017.

11.2 [Commercial in Confidence Item]

12. ANY OTHER BUSINESS

12.1 The Board received the letter from HEFCE notifying the University of the outcome of the Annual Provider Review 2016/17. The Board noted the following two outcomes:

- For Financial sustainability, good management and governance, the University has been judged 'Not at Higher Risk' and, therefore, no action is required.
- The University has been advised that it 'Met Requirements' in terms of its quality and standards, and again no action is required.

12.2 The Board thanked James Gunther and Hemaka Pathirana for their contributions as they are due to step down in June from their roles in the Students' Union.

13. DATE OF NEXT MEETING

The date of the next meeting is 3rd July 2017.

BOARD OF GOVERNORS ATTENDANCE – 2nd May 2017

Key

A = Absent with apologies.

INDEPENDENT MEMBERS APPOINTED BY THE BOARD OF GOVERNORS

	John Bateman OBE	(in the chair)	Chair of the Board of Governors
A	Carl Arntzen		
	Michelle Chamberlain		Vice-Chair
	Douglas Dale		Vice-Chair
	Charmian Di Nunzio		
	Diana Gant		
	Anna Hooper		
	David Iddon		
	Zadvinder Padda		
A	Reverend Dr Alwyn Pettersen		
	Ian Smith		
	Sarah Speck		
	Julie Swan		

CO-OPTED MEMBERS APPOINTED BY THE BOARD OF GOVERNORS

A	Professor Gloria Agemang		Nominated by the Board of Governors
	John Yelland OBE		Nominated by the Board of Governors
	Odette Fielding		Nominated by non-academic staff

VICE CHANCELLOR AND CHIEF EXECUTIVE

	Professor David Green		Vice Chancellor and Chief Executive
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MEMBERS OF UNIVERSITY STAFF NOMINATED BY THE ACADEMIC BOARD

Dr Derek McDougall
Dr Richard Woolley

STUDENT MEMBERS NOMINATED BY THE STUDENTS' UNION

	James Gunther		Vice President, Education, Worcester Students' Union
	Jade Haley		President, Worcester Students' Union

CLERK TO THE BOARD OF GOVERNORS

	Dr Simone Clarke		Clerk to the Board of Governors
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IN ATTENDANCE

	Jane Britton		Director of Communications and Participation
	Adele Cope		Director of HR
	Rob Bonham		Director of Finance & Resources
	Dr Heather Forland		Pro Vice Chancellor (International)
	Sophie Glenny		Vice President, Student Activities elect, Worcester Students' Union
	Professor Sarah Greer		Deputy Vice Chancellor
	Helen Johnstone		Acting University Secretary
	Euan Morrison		Vice President, Education elect, Worcester Students' Union
	Hemaka Pathirana		Vice President, Student Activities, Worcester Students' Union
	Ross Renton		Pro Vice Chancellor (Students)
	Sian Stroud		University Legal Counsel

