Confirmed

Board of Governors

Minutes of the meeting held on 4th October 2022

Joel Richards Suite, University Arena

22/01 Attendance

1.1 Present

Mrs S Speck	Independent Governor, Chair
Ms G Allcott	Student Governor
Mrs L Barber	Staff Governor
Ms L Davies-Ward	Staff Governor
Mr S Devlin	Independent Governor
Mrs D Gant	Independent Governor
Professor D Green CBE	Vice Chancellor & Chief Executive
Mr M Hardy	Independent Governor
Mr T Heywood	Independent Governor
Mr N Khan	Independent Governor
Dr C Jones	Independent Governor
Ms M Lee	Student Governor
Ms C Moir	Staff Governor
Mrs S Morgan	Independent Governor
Mr M Scriven	Staff Governor
Mr I Smith	Independent Governor
Mr K Sorrell	Independent Governor

1.2 In Attendance

Mr R Bonham	Director of Finance & Resources
Mrs J Britton	Pro Vice Chancellor Communications & External Affairs
Mrs A Cope	Director of Human Resources
Mr M Donovan	Pro Vice Chancellor Partnerships
Ms H Johnstone	University Secretary and Clerk to the Board
Dr T Jones	Pro Vice Chancellor Students
Ms A Jordan	Provost
Mrs J Newland	Assistant Clerk to the Board

1.3 Apologies

Dr D Beech	Independent Governor
Mr L Coiffait-Gunn	Independent Governor
Ms A Linforth	Student Governor
Mr A Noorani	Independent Governor
Mr D Pocha	Independent Governor
Ms L Taylor	Independent Governor

22/02 Declarations of Interests

2.1 There were no declarations of interests.

22/03 Presentation on the University's Partnership arrangements

3.1 The Pro Vice Chancellor Partnerships gave a presentation on the University's partnership arrangements, including an update on plans for the Health Innovation Centre in Dudley. Members discussed the plans.

3.2 The Chair thanked the Pro Vice Chancellor Partnerships for the presentation.

22/04 Primary Responsibilities of the Board [BG22/01]

4.1 The Board noted its primary responsibilities, presented at the start of the academic year for information.

22/05 Minutes

5.1 The minutes of the meeting held on 5th July 2022 [**BG22/02**] were confirmed as an accurate record of the meeting.

5.2 There were no matters arising not covered elsewhere on the agenda.

22/06 Chair's Business

6.1 The Chair thanked everyone who attended the joint Board of Governors and UEB development session on 24th September, noting how useful the session had been, in particular in advance of the Finance & Development Committee meeting that took place the following week. It is planned to hold another joint session later in the year.

6.2 The Chair thanked everyone involved in the successful application for accreditation to continue providing Initial Teacher Education.

22/07 Schedule of Business [BG22/03]

7.1 The Board received for information its Schedule of Business for 2022/23.

22/08 Vice Chancellor's Report [BG22/04] *Confidential*

The Board received the Vice Chancellor's report and noted the following points:

8.1 The new University Year started well with carefully planned activities for welcome week and welcome back week.

8.2 - *[NOT FOR PUBLICATION]*

8.3 The first open day of the year held on September 17th was a success with participant numbers slightly higher than last year.

8.4 - *[NOT FOR PUBLICATION]*

8.5 - *[NOT FOR PUBLICATION]*

8.6 The University remains in the top 10% for the Postgraduate Taught Experience Survey.

8.7 New staff have continued to take up their posts with the Medical School and an informal meeting took place in September with the GMC that was positive. The University continues to campaign for funded Medical School places however there is no movement on places from the government despite strong

support from the local NHS bodies and local Members of Parliament. The Board noted assurance on arrangements with the University's contingent partner for the Medical School, Swansea University.

8.8 Since the report was written, the University has learnt it was successful in being re-accredited as a provider of teacher education and the Vice Chancellor congratulated everyone involved.

8.9 The University is awaiting an update on Unitots, the University Nursery, and will report to the Board.

8.10 The Severn Campus development programme is progressing well and the University has received the first instalment from the Worcester Towns' Fund. The planning application for a new Astroturf has also just been approved.

8.11 The Vice Chancellor noted new ministerial appointments and the appointment of Susan Lapworth, the new CEO of the OfS.

8.12 The Pro Vice Chancellor Students gave a summary of the Welcome Festival for new and returning students. There were a whole range of activities over three weeks, with the highlight being the Welcome Fair on 10th September. The nature of some events was altered following the death of Her Majesty The Queen. The Pro Vice Chancellor shared a letter from a student thanking the University for the support they had received.

22/09 Students' Union Business [BG22/05]

9.1 The Students' Union officers presented their report with an update on the Students' Union activities and developments, adding that since the report was written a further 5 School Rep positions have been filled. The officers were very pleased to note the Students' Union had achieved an 'Excellent' rating in its Green Impact Students Unions' submission. The Help and Advice service had its busiest year to date and now has another advisor. The officers gave highlights of the Welcome Festival, noting how successful it had been and thanking the University for their support.

9.2 In response to the cost-of-living crisis, the Students Union is now a food bank referral agent and can refer students to the foodbank. Members noted the officers wrote an open letter to Mr Robin Walker MP asking about government plans to help students with the cost of living and they are to meet with Mr Walker.

9.3 The officers have now formally set their objectives for the year, as set out in the report, with a focus on student wellbeing. One objective is to create a Community pantry, that aims to ensure food is easily accessible to those in need and members noted how they could make food donations to it.

9.4 Clubs and Societies have been holding give it a go sessions, giving students the chance to try out a range of activities. On volunteering, 36 students in 2021/22 obtained V-RECORD hours on their transcript, volunteering a total of 5632 hours between them.

9.5 The Board congratulated the officers on the work of the Students' Union and noted the report.

22/10 Academic Matters

10.1 Report from Academic Board [BG21/06]

10.1.1 The Provost presented the report of the Academic Board meeting of 6th July 2022, noting that instead of having a Provost's report and a report from Academic Board, the Provost's report had been stood down and the Academic Board report enhanced to provide more assurance to the Board on academic quality. *[NOT FOR PUBLICATION]*

10.1.2 *[NOT FOR PUBLICATION]*

10.1.3 Detailed action plans are in place to improve levels of satisfaction further to the NSS results.

10.1.4 In relation to the OfS, work has begun on analysing data on the revised OfS quality and standards conditions of registration. It is anticipated submission for the new TEF (Teaching Excellence Framework) will be in January 2023.

10.1.5 The Board received and noted the report.

22/11 Reports from Committees

11.1 Audit Committee [BG22/07]

11.1.1 The Chair of Audit Committee presented the report of the Committee meeting of 20th September and noted the Committee received internal audit reports on Apprenticeships and on the Student Loan Company Data Management, both of which were positive, and an internal audit report on follow-up of previous audit recommendations, which showed good progress had been made. The Committee approved the internal audit plan for 2022/23. The Chair highlighted the Business Continuity policy that the Committee received for information and recommended the policy to members.

11.1.2 The Board approved the Committee's revised terms of reference that have been updated with minor amendments to the membership, list of those in attendance, and to clarify the Committee's responsibilities in ensuring there are appropriate arrangements in place to ensure material adverse events are identified, managed and reported.

11.1.3 The Board received and noted the report.

11.2 Finance & Development Committee [BG22/08]

11.2.1 The Chair of the Committee presented the report of the Finance & Development Committee meeting of 27th September. Key areas considered by the Committee included reassurance gained from the University securing 99% of its electricity and 92% of its gas at a lower fixed price than the government's proposed price cap, an update on student recruitment, and the awaited outcome of the University's application for accreditation as a provider of teacher education. The Committee also received an update on the good progress made on capital developments.

11.2.2 The Board approved the Committee's revised terms of reference that have been updated with minor amendments to the scope of the Committee and list of those in attendance.

11.2.3 The Board received and noted the report.

22/12 Report Items

12.1 Report on the use of the University Seal [BG22/09]

12.1.1 The Board received for information the report on the use of the University Seal.

22/13 Compliance with OfS Conditions [BG22/10]

13.1 The Board received the Annual Report on the University's compliance with the OfS Conditions of Registration and noted in particular the comprehensive updates provided against the B conditions of registration for quality and standards, reflecting the changes brought in by the OfS to these conditions.

13.2 The Board also noted that the University submitted the required verifications return to the 2023/24 Access and Participation Plan (APP) to the OfS ahead of the deadline at the end of July 2022 and is awaiting confirmation from the OfS that the return has been approved.

13.3 The University is awaiting the outcome of the capital grant bid submitted to the OfS for a total of £6M.

13.4 The Board noted the report.

22/14 Any Other Business

14.1 Board members were reminded about upcoming events they are invited to attend, including graduation ceremonies and open days.

22/15 Date of Next Meeting

22nd November 2022