Coventry University

Board of Governors
Monday, 21 July 2014
1600hrs in the Board Room (ABG20), Alan Berry Building, Priory Street, Coventry

Document GM154

Minutes

154/1
Present
Prof A Richardson (Chair), Mr I Caulfield (Deputy Chair), Mr K Bissett, Mr N Crockett, Mr A Majithia, Mr D Clarke, Dr B Dhadda, Dr M Short, Mr G Long, Mr M Reeves, Mr S Parker, Dr V Cox, Mr J Latham (Vice-Chancellor)

Apologies for Absence
Mr G Berry, Mr P Ashdown, Prof J Norton, Mr S Calvin, Mrs L Noble

In Attendance:
Mr DGM Soutter (Deputy-Vice-Chancellor (Planning & Resources)), Mr M Challoner (Clerk), Prof K Warwick (Deputy-Vice-Chancellor (Research) (for Minute 154/8), Mr I Dunn (Deputy-Vice-Chancellor (Student Experience) (for Minute 154/9 to 154/11).

154/2
Appointment of Student Governors

Resolved that Ephraim Enoidem (Chair of Coventry University Students’ Union Executive Committee) and Jennifer Smith (Deputy Chair of Coventry University Students’ Union Executive Committee) be appointed to the Board of Governors as Student Governors.

154/3
Declarations of Interests

Mr S Parker and Dr B Dhadda declared an interest in Minute 154/14 and withdrew from the meeting for consideration of this item.

154/4
Items from the Chair

The Chair highlighted the importance of the Board making time to consider strategic and forward-looking aspects of the agenda, particular given the number of major initiatives currently under consideration within the University.
154/5
Confirmation of Minutes and Matters Arising

.1 The Minutes of the 153rd meeting held on 12 May 2014 were approved and signed as a correct record (Documents GM153).

.2 Further to Minute 153/9 consideration was given proposed amendments to the CUSU Articles of Association in respect of the appointment of the Chair of Board of Trustees.

.3 Resolved that the proposed amendment to Article 12.11 of the Articles of Association in respect of the appointment of the Chair of Board of Trustees be approved.

154/6
Vice-Chancellor’s Report

.1 The Vice-Chancellor provided the Board with an oral update in respect of the following:

(i) A potential investment opportunity at Ansty Technology Park;
(ii) The University had been awarded the Small Business Charter as part of the Government’s Small Business Charter Award Scheme;
(iii) An update in respect of the external political environment, noting that the Government had recently announced its decision not to sell the student loan book;
(iv) The University had risen 6 places to 27th overall in the 2015 Guardian University League Table, ahead of 9 Russell Group universities;
(v) The QAA had announced that it would be undertaking a review of the English language qualifications of the London campuses of UK universities, which would include Coventry University London Campus;

.2 Consideration was given to a recommendation of Standing Committee of Chairs in respect of the appointment of Dr DJ Pilsbury as Deputy-Vice-Chancellor (International).

.3 Resolved that Dr DJ Pilsbury be appointed as Deputy-Vice-Chancellor (International) with effect from 1 August 2014.

154/7
Discussion: Degree Awarding Powers

Redacted for reasons of confidentiality

154/8
Development and Delivery of the Research Strategy
.1 Consideration was given to a report presented by the Deputy-Vice-Chancellor (Research) in respect of progress against the implementation of the Research Strategy to 2020 (Document G154/3).

.2 In presenting the report the Deputy-Vice-Chancellor highlighted a number of challenges associated with the implementation of the strategy that needed to be overcome, particularly in terms of the ratio of undergraduate to postgraduate students, recruitment of postgraduate research students and the number of PhD completions. It was reported that in real terms research funding from Research Councils was likely to reduce and was being prioritised towards research-intensive universities.

.3 The Board was provided with details of the action being taken in the short-term in an attempt to improve the University’s position but recognised the fact that the successful implementation of the strategy would take place over the medium to long-term. The Vice-Chancellor provided Governors with details of the progress of the recruitment of research staff to both the University and Faculty Research Centres (URCs and FRCs), noting that the recruitment campaign had been largely successful.

.4 The Board discussed the governance and oversight arrangements for the strategy and was provided with details of those KPIs approved as part of the strategy together with the arrangements for the annual peer review of the FRC and URCs. Governors highlighted a number of European research funding opportunities that existed, which would support both the University’s international ambitions and international student recruitment. The Board recognised the challenges associated with embedding the new strategy within the institution and the potential impact on staff. The Vice-Chancellor assured the Board that consideration was being given to the structure of those support services that support research.

154/9
The National and International Higher Education League Tables: Understanding the Parameters in order to Maximise Performance

.1 Consideration was given to a report presented by the Deputy-Vice-Chancellor (Student Experience) who had been invited to attend the meeting for this item (Document G154/4).

.2 In presenting the report the Board was assured that the primary focus of the University’s activity was to deliver a quality experience for students and improve graduate prospects and that the University’s league table position was a secondary consideration. It was noted that going forward the focus would be to continue to improve the employability of students.
154/10
Developing further Higher Education offers under the Coventry University College Banner: A Position Paper

.1 Consideration was given to a report presented by the Deputy-Vice-Chancellor (Student Experience) who had been invited to attend the meeting for this item (Document G154/5).

.2 Following consideration of the report the Board noted the success of Coventry University College (CUC) since its inception in 2012 and the financial contribution that CUC had made to the University Group through the payment of services.

154/11
QAA Higher Education Review – Briefing Paper

The Board noted a report of the Deputy-Vice-Chancellor (Student Experience) in respect of the preparations being undertaken for the QAA Higher Education Review in February 2015 (Document G154/6).

154/12
Coventry University Group Budget and Estimates 2014/15 – 2016/17

.1 Consideration was given to the Budget and Estimates 2014/15 – 2016/17 for Coventry University Group presented by the Deputy-Vice-Chancellor (Planning and Resources) (Document G154/7a). The Board was also asked to approve the submission of the financial forecast return to HEFCE by 31 July 2014 (Document G154/7b).

.2 In presenting the report the Board was asked to approve a reduction in the Group target surplus for 2014/15 to 5% rising to 7% from 2015-16 and each year thereafter.

.3 The Chair of the Finance and Estates Committee reminded Governors that in 2012 the Board had previously made a decision to amend the surplus profile against a backdrop of uncertain and increasing risks in the market. It was noted that the final budget and estimates would be submitted to the next meeting of the Board for approval once confirmation and clearing had concluded in August.

.4 Resolved:

(A) That the draft budget and estimates 2014/15 to 2017/18 for Coventry University Group be approved in principal, together with the revised surplus targets set out in the report.

(B) That the financial forecast return be approved for submission to HEFCE by 31 July 2014.
154/13
Draft Corporate Plan 2014/15

.1 Consideration was given to the draft Corporate Plan 2014/15 presented by the Vice-Chancellor (Document G154/8).

.2 Members were asked to submit comments to the Clerk prior to the final version of the Plan being considered by the Board in November.

154/14
Governor Vacancies and Renewals, Appointment of Deputy Chair of the Board of Governors and Committee Memberships 2014/15

.1 Consideration was given to a report presented by the Clerk to the Board of Governors outlining a number of recommendations referred from Standing Committee of Chairs (as Nominations Committee) (Document G154/9).

.2 Dr Baljit Dhadda and Mr Stephen Parker withdrew from the meeting for consideration of this item.

.3 Following consideration of the report the Board was of the view that there should be greater transparency in the nominations process for the selection of the Chair and Deputy-Chair of the Board and requested that the Human Resources Committee (as Nominations Committee) develop a formal process.

.4 With regard to the position of Deputy-Chair of the Board of Governors the Board recognised that the appointment of Mr Stephen Parker as Deputy-Chair created a conflict of interest given his other business interests outside of the University. The Clerk advised the Board that should Mr Parker be appointed he had given an assurance to take action to mitigate this conflict and the Board was of the view that on balance he should be appointed.

.5 The Board expressed its appreciation for the contributions made by Mr Graham Long and Mr Ian Caulfield during their time as Governors and wished them every future success.

.6 Resolved:

(A) That the following appointments be made with effect from 1 September 2014:

   (i) The appointment of Dr Baljit Dhadda as an Independent Member for a 2nd term of office of 3 years until 31 August 2017

   (ii) The appointment of Mr Mike Judge as External Member of Human Resources Committee for a further term of office of 1 year until 31 August 2015
(iii) The appointment of Mr Steve Rogers as Independent Member for 1 term of office of 3 years until 31 August 2017

(iv) The appointment of Mr Robert Stockdale as Independent Member for 1 term of office of 3 years until 31 August 2017

(v) The appointment of Mr Ephraim Enoidem and Ms Jennifer Smith as Student Governors

(B) That Mr Stephen Parker be appointed as Deputy-Chair of the Board of Governors with effect from 1 September 2014.

(C) That the changes to the membership of Committees of the Board of Governors, as set out in Appendix 2 of the report, take affect from 1 September 2014.

154/15
Annual Reports of Committees 2013/14 and Audit Committee Update

.1 The Board noted the 2013/14 annual reports from Board of Governors Committees presented by the Chairs of the Committees:

- Finance and Estates Committee (Document G154/10a)
- Human Resources Committee (Document G154/10b)
- Academic Affairs and Internationalisation Committee (Document G154/10c)

.2 The Board also noted an update of the Chair of the Audit Committee following the last meeting of the Committee (Document G154/10d).

154/16
Update from Student Governors

The Board noted the achievements of the Students’ Union during 2013/14, details of which were circulated at the meeting.

154/17
Terms of Reference for Audit Committee, Human Resources Committee and Strategy and Resources Committee

Resolved that the Terms of Reference for Committees in preparation of the new Board of Governors Committee structure taking effect from 1 September 2014 be approved (Document G154/11a-11c).

154/18
OFSTED Inspection Report – Coventry University Higher education institution

The Board noted a report of OFSTED in respect of Coventry School of Art & Design (Document G154/12).
154/19
Conferment of Honorary Doctorates

Resolved that the following individuals be conferred as honorary doctorates:

- Siobhan Davies CBE - Honorary Doctor of Arts (Hon DArs)
- Ken Loach - Honorary Doctor of Arts (Hon DArs)
- Jimmy Doherty - Honorary Doctor of Business Administration (Hon DBA)
- Dr Lisa Bayliss-Pratt - Honorary Doctor of Business Administration (Hon DBA)
- Phil Loach - Honorary Master of Education (Hon Med)
- David Harding - Honorary Doctor of Business Administration (Hon DBA)
- Roger Medwell - Honorary Doctor of Technology (Hon DTech)
- Justin King CBE - Honorary Doctor of Business Administration (Hon DBA)
- His Excellency Abdul Karim Al-Kabariti - Honorary Doctor of Business Administration (Hon DBA)
- President Zhao Yanxiu - Honorary Doctor of Science (Hon DSc)
- The Most Reverend Justin Welby - Honorary Doctor of Letters (Hon DLitt)
- Jo da Silva OBE - Honorary Doctor of Technology (Hon DTech)

154/20
Coventry University and Coventry University College General Regulations

.1 Consideration was given to the General Regulations for Coventry University and Coventry University College (Documents G154/13a and 13b).

.2 Following consideration of the Regulations the Student Governors requested that Paragraph 12.1, Section 12, Procedures of the Student Disciplinary Panel, remain unchanged and that students be given at least seven working days prior notice of the hearing.

.3 Resolved that the General Regulations for Coventry University and Coventry University College for 2014/15 be approved subject to Paragraph 12.1, Section 12, Procedures of the Student Disciplinary Panel, remaining unchanged and that students be given at least seven working days prior notice of the hearing.

154/21
Schedule of Meetings 2014/15

Resolved that the schedule of meetings for 2014/15 be approved (Document G154/14).

154/22
Any Other Business

None
154/23
Schedule of Meetings 2014-15

The Board is asked to note the schedule of meetings for 2014/15. All meetings start at 1600 hrs in the Board Room (ABG20), Alan Berry building unless otherwise stated.

26 November 2014
27 January 2015
19 May 2015
21 July 2015 *(followed by annual dinner)*

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