Meeting of the Board of Governors
Tuesday, 19 May 2015
1600hrs Unipart room AME1-11, Unipart Eberspcher Exhaust System Limited, Beresford Avenue, CV6 5LZ

Prior to the commencement of the meeting the Board were taken on a tour of the Unipart Joint Manufacturing Facility and received a presentation from Mr Andy Hind of Unipart in respect of the joint manufacturing institute with the University.

Minutes

158/1
Present:
Prof A Richardson (Chair), Mr S Parker (Deputy Chair), Mr G Berry, Mr K Bissett, Prof J Norton, Mr A Majithia, Mr S Rogers, Mr R Stockdale, Ms J Cox, Mr T Matthews, Mr S Calvin, Mr M Reeves, Dr V Cox, Mr E Enoidem, Mr E Inyang, Prof J Latham (Vice Chancellor)

Apologies for Absence:
Mr N Crockett, Mr M Short, Mr D Clarke, Mr P Ashdown, Mrs L Noble

In Attendance:
Mr DGM Soutter (Deputy Vice-Chancellor (Planning and Resources), Mr M Challoner (Clerk), Mrs J Hutchison (Assistant Clerk).

158/2
Declarations of Interests

Those Governors the subject of Minute 158/13 declared an interest and left the meeting during consideration of the item.

158/3
Items from the Chair

None

158/4
Appointment of Student Governor

Resolved that Mr Enobong Inyang be appointed as a student Governor of the Board and as a member of Academic Board.
Confirmation of Minutes and Matters Arising

The Minutes of the 157th meeting held on 24 March 2015 were approved and signed as a correct record (Document GM157).

Vice-Chancellor’s Report

1. Consideration was given to a report presented by the Vice-Chancellor (Document G158/2).

2. Following consideration of the report the Board discussed the risks associated with the external political environment and the major reputational risks likely to be facing the sector over the next parliament. It was acknowledged that the University would be operating in a hugely political environment leading up to the next Comprehensive Spending Review. Governors were of the view that the University needed to be clear in its communications and messaging of the value of higher education and its contribution to the economy and wider community.

3. The Board acknowledge the contribution of the Registrar and Secretary following the successful QAA Higher Education Review audit.

Draft 2021 Corporate Strategy

1. Consideration was given to the draft Corporate Strategy 2021, noting the final version would be presented to the Board on 21 July 2015 for approval (Document G158/3).

2. The Vice-Chancellor highlighted the key aspects of the Strategy and invited comments from the Board.

3. Following consideration of the Strategy the Board discussed undertaking a competitor analysis of other HEIs within the sector. The Vice-Chancellor reported that the University gathered competitor intelligence from a number of sources including comparative data prepared by the Planning Office, QAA audit reports and league table data.

4. The Board discussed the infrastructure necessary to deliver the Strategy and highlighted the risks associated with having a number of large infrastructure projects planned within the period. The Vice-Chancellor advised the Board that a number of key underpinning strategies, such as IT, HR and Estates would be refreshed in line with the new Corporate Strategy to ensure that the University had sufficient capacity and capability. In addition, the University was in the process of appointing new Directors for HR and Finance Services who would be commissioned to develop services to support a strategy of growth.
The Board suggested a number of minor amendments to the text and presentation of the Strategy.

Resolved that the 2021 Corporate Strategy be the subject of further review at the Board of Governors Half Day on 11 June 2015.

158/8
Group Wide Governance Framework - Principles

Consideration was given to a report presented by the Clerk setting out a proposed corporate governance framework for the University Group, recommended for approval by the Strategy and Resources Committee (Document G158/4).

Resolved:

(A) That the principles set out in the framework be approved and adopted by the University Group.

(B) That the action plan and associated timelines for implementation be approved.

158/9
Education Strategy 2021

Consideration was given to the University’s Education Strategy 2021 presented by the Vice-Chancellor (Document G158/5).

Following consideration of the Strategy the Board discussed the evolution of the student experience over the planning period noting that the way in which students interacted with each other and the University, the different types of learning, their wider engagement with the outside world, and the relationship between the student and the University would all underpinned by a greater use of technology. The Vice-Chancellor reported that work was ongoing to model the resources necessary to deliver the Strategy, which would include the identification of infrastructure and capacity constraints.

The Board acknowledged the work of the Deputy Vice-Chancellor (Student Experience) in developing the Strategy.
158/10
Updates from Committee Chairs

The Board received an oral update on matters of interest from the Chairs of Committees which had met since the last meeting of the Board.

158/11
Coventry University Students Union Update & Annual Impact Report

.1 The Board received the CUSU Annual Impact Report presented by the Student Governors (Document G158/6).

.2 The Chair acknowledged the excellent work of the Students’ Union over the last 12 months and noted that the new strategic plan for the Union would be aligned to the University’s Corporate Strategy 2021.

.3 Mr M Reeves welcomed the work of the Students’ Union in actively engaging with the local community and working with the Local Authority, police and other partners. Mr Reeves provided an assurance that the City Council would actively work with the Union to progress this agenda.

158/12
Health & Safety Annual Report

.1 The Board received a report prepared by the University Group Safety Manager (Document G158/7).

.2 Resolved that the report be referred to the Strategy and Resources Committee for consideration.

158/13
Re-appointments of Governors and the appointment of the Chair of Governors

.1 Consideration was given to recommendations referred from the Human Resources Committee (as Nominations Committee) held on 15 March 2015 in respect of the re-appointment of Governors and appointment of Chair of the Board of Governors.

.2 Those Governors referred to below left the meeting for consideration of this item.

.3 Resolved:

(A) That Mr Stephen Parker be appointed as Chair of the Board of Governors with effect from 1 September 2015 for a period of 3 academic years.
(B) That the following Governors be appointed for a 2nd term of office (3 years):

Prof Jim Norton (Independent Member)
Mr Anil Majithia (Independent Member)
Mr Selwyn Calvin (Co-opted Member)
Dr Val Cox (Academic Staff Governor)

(C) That Mr Neil Crockett and Mr Martin Reeves be appointed for a 3rd term of office (up to 3 years) on the basis of there being exceptional circumstances, as set out in the report.

(D) That Mr Mike Judge (External Member of HR Committee) be appointed for a further term of office of 1 year.

158/14
Internal Audit Report - Committees Terms of Reference

.1 The Board received a report of the Clerk to the Board of Governors setting out proposed changes to the Committees Terms of Reference following Internal Audit corporate governance review (Document G158/8).

.2 Resolved that the amendments to the terms of reference for Board of Governors Committees, as set out in the report, be approved.

.3 Consideration was given to a recommendation from Academic Board held on 25 March 2015 requesting that the appointment of the 2 Governors to the Research Committee be co-opted members rather than full members.

.4 Resolved that the appointment of the 2 Governors to the Research Committee be appointed as co-opted not full members.

158/15
Calendar of Meetings 2015-2016

.1 Resolved that the calendar of meetings for 2015/2016 be approved (Document G158/9).

158/16
Law Commission Consultation on Charity Law

The Board noted a report of the Clerk to the Board of Governors (Document G158/10).
158/17
HEFCE’s Annual Assessment of institutional risk letter

The Board received HEFCE’s annual assessment letter (Document G158/11).

158/18
Any Other Business

The Vice-Chancellor provided the Board with an update in respect of Project Rebalance and reported that a communication had been issued to staff earlier that day.

158/19
Schedule of Meetings 2014-15 and 2015-16

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.

11 June 2015 0900 – 1300hrs (Board Away Event)
21 July 2015 (followed by annual dinner)

The Board is asked to note the draft schedule of meetings for 2015/16. All meetings start at 1600 hrs in the Board Room (ABG20), Alan Berry building unless otherwise stated.

23 September 2015 (Governor Induction)
25 November 2015
26 November 2015 0900 – 1300hrs (Board Away Event)
15 February 2016
18 May 2016
19 May 2016 0900 – 1300hrs (Board Away Event)
19 July 2016 (followed by annual dinner)

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