Coventry University

Board of Governors
Tuesday, 6 October 2015
1600hrs in the Board Room (ABG20), Alan Berry Building, Priory Street, Coventry

Minutes
Document GM160

160/1
Present:
Mr S Parker (Chair), Mr K Bissett (Deputy Chair), Mr G Berry, Prof J Norton, Mr A Majithia, Mr D Clarke, Dr B Dhadda, Ms J Cox, Mr T Matthews, Mr S Calvin, Dr J Hully, Mrs L Noble, Dr V Cox, Mr E Enoidem, Mr E Inyang, Prof J Latham (Vice Chancellor)

Apologies:
Mr N Crockett, Mr R Stockdale, Mr S Rogers, Mr M Reeves

In Attendance:
Mr DGM Soutter (Deputy-Vice-Chancellor) (Planning and Resources), Mr M Challoner (Clerk)

160/2
Declarations of Interests

Mr K Bissett declared an interest in Minute 160/5 and left the meeting for consideration of this item.

160/3
Items from Chair

.1
The Chair welcomed Governors to first meeting of academic year and as his first meeting as Chair of the Board of Governors.

.2
Governors were asked to consider becoming mentors for the University’s MBA Leadership programme or to identify industry contacts who may be interested.

.3
The Chair referred to the Global Peace Forum taking place in November and requested that Governors make every effort to attend. Details of the event would be circulated in due course.
160/4
Minutes and Matters Arising

The Minutes of the 159th meeting held on 21 July 2015 (Document GM159) were approved and signed as a correct record.

160/5
Board of Governor Appointments and Appointment of Directors to Subsidiary Boards within the Coventry University Group

.1
Having declared an interest Mr K Bissett left the meeting for consideration of the item.

.2
Consideration was given to the appointment of Governors to the University’s Board of Governors and Directors to the Board of Directors of the Subsidiary Companies within the University Group, as recommend by the Human Resources Committee (as Nominations Committee).

.3
Resolved:

(A) That Mr Keith Bissett be appointed as Deputy Chair of the Board of Governors with immediate effect and that his term of office be extended to 31 August 2018.

(B) That Mr Ephraim Enoidem and Mr Enobong Inyang be appointed as Student Governors until 30 June 2016.

(C) That Mr Ephraim Enoidem and Mr Enobong Inyang be appointed as Members of Academic Board until 30 June 2016.

(D) That the term of office of the following Directors of Subsidiary Boards be extended for a further term of office, three years, to 31 August 2018:

(i) Mr Larry Coltman, Non-Executive Director, Coventry University College Ltd
(ii) Mr Peter Thomas, Independent Non-Executive Director, Coventry University College Ltd
(iii) Mr Michael Beasley, Non-Executive Director, Serious Games International Ltd

160/6
Statement of Primary Responsibilities and Matters Reserved for the Board of Governors

The Board received the Statement of Primary Responsibilities and Matters Reserved for the Board of Governors (Document G160/1).

160/7
Vice-Chancellor’s Report
160/8
Financial Update

.1 The Board received the Period 12 management accounts for the University Group (Document G160/4) presented by the Deputy-Vice-Chancellor (Planning and Resources).

.2 The Board was advised that the financial statements for the year ending 31 July 2015 were currently the subject of external audit and would be presented to the next meeting of the Board for approval. It was noted that work in respect of FRS102 had been completed and would be reflected in the accounts.

.3 The Deputy-Vice-Chancellor provided the Board with an update in respect of the current budget position for the University Group. It was reported that current projections suggested that international student numbers for September intake were down against target and that recruitment at Coventry University College Campus Scarborough was also down. As a consequence enrolment at the University had been extended. The Board was advised that it was still early in the enrolment cycle and therefore the budget position was indicative at this stage.

160/9
Update from Student Governors

The Student Governors provided the Board with an update on matters of interest within the Students’ Union, a summary of which included:

(i) This year Freshers had been busier than previous years;
(ii) The Students’ Union had achieved the NUS quality mark, making CUSU only the second Students’ Union in the country to achieve the award. The Students Governor expressed their appreciation for the University’s support;
(iii) Governors were invited to the Black History Month Ball on 30 October 2015;
(iv) In light of the Government’s Prevent Agenda the Students’ Union had set outs its position, raising concerns about the potential for the policy to disenfranchise certain parts of communities;
(v) The Union had been mandated by the Student Council to campaign for a living wage across the University;

160/10
Update from Committee Chairs

.1 The Chairs of Committees provided the Board with an update on the main discussion topics and decisions made at recent meetings of the Board’s Committees.
The Chair reported that going forward the minutes of Committee meetings, together with minutes from meetings of the Subsidiary Boards, would be circulated to the Board for information.

160/11
**Expenses Policy for Governors and Non-Executive Directors**

.1 Consideration was given to a report of the Clerk to the Board of Governors setting out an expenses policy for Governors and Non-Executive Directors (Document G160/5).

.2 Following consideration of the report the Board proposed that the mileage rate be amended to 45p per mile in line with the University policy for staff.

.3 **Resolved** that the expenses policy for Governors and Non-Executive Directors be approved subject to the revised mileage rate as outlined above.

160/12
**Succession Planning for Governors and Directors of Subsidiary Boards**

.1 Consideration was given to a report presented by the Clerk to the Board of Governors setting out a process for enhancing the capacity and capabilities of the Board of Governors and the Boards of the Subsidiaries through the establishment of a succession plan for Governors, Directors and Chairs (Document G160/6).

.2 The Board supported those actions to be undertaken as outlined in the report.

160/13
**Q4 Risk Management Report**

.1 The Board received the Q4 Risk Management Report presented by the Deputy-Vice-Chancellor (Planning and Resources) (Document G160/7).

.2 Following consideration of the report the Board requested that the risk report be reviewed in light of the earlier presentation from the Vice-Chancellor (Minute 160/7 refers).

.3 The Board was of the view that it should be provided with a periodic material litigation report. The Deputy-Vice-Chancellor (Planning and Resources) reported that whilst there were a number of minor litigation cases on going there was nothing significant which required reporting to the Board.
.3 Resolved that the Board be provided with a Material Litigation Report for those litigation cases likely to exceed £250k.

160/14
Any Other Business

The Vice-Chancellor reported that the University’s Director of ITS, Pete Hudson, had passed away recently following a short illness. The Board requested that their condolences be passed to the family.

Mr M Challoner
Clerk to the Board of Governors

October 2015