

# Minutes

<b>Meeting title:</b>	Council	
<b>Date:</b>	Wednesday 27 May 2015	<b>Time</b> 3.00pm
<b>Location:</b>	Room 5081, Building 46	
<b>Present:</b>	Dr G Rider ( <i>Chair</i> ); Professor Dame J Corner, Mr P Greenish, Mr M Killingley, Ms S Kumar, Professor D McGhee, Mr D Mendoza-Wolfson*, Professor D Nutbeam, Mr T O'Brien, Dr D Price, Mr A Reyes-Hughes, Ms R Rivaz, Mr J Trewby, Professor J Vickers and Professor A Wheeler.	
<b>In attendance:</b>	Mr L Abraham (Clerk to Council), Dr A M Drummond (Academic Registrar), Professor A Neil (Pro Vice-Chancellor (Education)), Professor J Petts (Pro Vice-Chancellor (Research)), Ms S Pook (Director of Finance), Professor M Spearing (Provost and Pro Vice-Chancellor (International)) and Mr S White (Chief Operating Officer).	
	Mr B Franklin (SUSU President Elect) – Observing*	
<b>Apologies:</b>	Mr M Burrow and Dr M Read.	

\* not present for restricted business.

The Chair welcomed everyone to the meeting.

## 75 Obituary

Council was informed of the sad death of Mechanical and Electrical Engineering student Alexander Ukwu. Council stood as a mark of respect.

## 76 Minutes of the meeting held on 18 March 2015

**RESOLVED** That the minutes of the meeting held on 18 March 2015 be approved and signed and that the minutes be published on the open access SUSSED.

**ACTION: Clerk to Council**

## 77 Actions and Matters Arising

The outstanding actions that were to be dealt with via items on the agenda were deleted. One further action on Business Model Review remained and would report back in July.

The Chair informed Council of several issues that had been raised recently. At a recent Chair of University Council's conference the issue of student mental health had been discussed. It

was noted that the Deputy Vice Chancellor was to investigate the provisions for supporting students at Southampton in this regard. **ACTION: Deputy Vice Chancellor**

The issue of encouraging more women into STEM subjects had been raised and would be championed by Ros Rivaz.

## **78 Declarations of Interest**

There were no declarations.

## **79 Publication of unrestricted papers**

**RESOLVED** That the papers circulated that were not deemed “Commercial in Confidence” or Restricted be published on the open access SUSSED site.

**ACTION: Clerk to Council**

## **80 Vice Chancellor’s Report (Agenda Item 6)**

Council considered the Vice-Chancellor’s report, dated 27 May 2015.

The Vice-Chancellor introduced his report highlighting the following:

- The potential changes to the HE landscape following the Parliamentary election including the implications for incoming international students, deregulation and fees;
- The decision taken to withdraw permission for the conference that was discussed at the previous Council. Council noted the subsequent action that resulted from the withdrawal and that a review of procedure was to be undertaken;
- Review of the Science Park governance continued;
- The Science Park was soon to welcome a major Research and Development company to the Chilworth site;
- The University’s position in the Guardian League Tables had risen, but it was recognised that NSS scores needed further improvement;
- The City Gateway Halls of Residence development would be handed to the University in the coming weeks; and
- Formal confirmation had been received that the Higher Education review had resulted in a very positive outcome.

**RESOLVED** That the Vice-Chancellor’s report be noted.

## **81 Update on the Business Plan for USMC (Agenda Item 7)**

Council received a report by the Chief Operating Officer and the Provost & Pro Vice Chancellor (International) which provided an update on activities with USMC.

Following the last Council in March, the update was requested with specific focus upon the management of the campus, financial projections and detail regarding recruitment and operation of the foundation year.

It was noted that while the foundation year course had attracted students, more work was required to understand the local demand, types of programmes, entry requirements and to raise the USMC brand awareness. The Chief Operating Officer had recently visited the campus and had renegotiated the rental costs with the land owner, achieving a cost saving and had begun to assess the management situation.

It was suggested that the international marketing team at the University may be able to assist with the brand awareness issue and that advice from others in Eductivity could be sought. It was noted that extensive market research had been undertaken which was available for Council members to view in time for next update due in October.

**RESOLVED** that the report and the undertaking to report further at the October meeting, be noted.

**ACTION: Chief Operating Officer and  
Provost & Pro Vice Chancellor (International)**

## **82 Capital Programme 3 - Update (Agenda Item 8)**

Council considered a report by the Deputy Vice Chancellor which set out progress on the capital programme 3.

It was noted that a small group of Council members had met with the executive management leading on the project, and had been kept fully briefed on the masterplanning work. A report seeking approval for development of South Gower and Boldrewood blocks D and G would be forthcoming to Council in July. It was requested that a separate report detailing ongoing estate maintenance be produced for consideration.

**Action: Deputy Vice Chancellor**

A query was raised regarding the fund-raising for the Cancer Immunology Campaign. It was noted that the campaign was soon to be officially launched and confidence was high of achieving the required funding.

**RESOLVED** that the report be noted.

## **83 Southampton Business School (Agenda Item 9)**

Council considered a report by the Deputy Vice Chancellor which provided an update on progress made with the Southampton Business School since the last Council discussion in November 2014.

Council noted that a strategy to stabilise the school was underway and leading to better engagement between academic members across faculties. It was noted that a thorough international search was underway to identify and appoint appropriate leadership for the school. It was agreed that improved staff morale and NSS scores, together with clear and concise communication and understanding of the school's purpose and future direction were vital to its success.

**RESOLVED** that the report and the undertaking to report back in the autumn, be noted.

**Action: Deputy Vice Chancellor**

## **84 Vice Chancellor's Annual Report on Health and Safety (Agenda Item 10)**

Council received a report by the Vice Chancellor which set out the annual activities and improvements to the University's management of health and safety. The Vice Chancellor thanked in particular the Head of Safety and Occupational Health and his team for their hard work and praised the efforts of the staff within Estates and Facilities to stay safe while carrying out their roles.

Council was pleased to note good progress.

RESOLVED that the report be noted.

**85 Report from the Health and Safety Audit and Assurance Committee (Agenda Item 11)**

Council received a report by the Chair of the Health and Safety Audit and Assurance Committee which reported to Council the findings and conclusions of the Health & Safety Audit and Assurance Committee's meeting held in March 2015.

The Chair of the Committee presented the report highlighting that the Committee had recently undergone membership changes but that the meeting with the Deans in March had been successful. Some areas were identified for further work such including the management of stress in the workplace. The Chair also thanked Dr White and his team for their support to the Committee.

Council noted the areas highlighted in the report.

**RESOLVED** that the report be noted and the assessment of the University's health and safety performance by the Committee be endorsed.

**86 Report of the President of the Students' Union (Agenda Item 12)**

Council received the final report from the current President of the Students' Union, David Mendoza Wolfson. Mr Mendoza Wolfson was thanked for his contribution to Council meetings and members wished him well for the future.

Mr Ben Franklin, President Elect, (in attendance) was welcomed.

**RESOLVED** that the report be noted.

**87 HEFCE's Annual Assessment of Institutional Risk (Agenda Item 13)**

Council received a report by the Director of Finance presenting HEFCE's risk opinion of the University.

**RESOLVED** that the report and HEFCE's opinion that the University is not at higher risk, be noted.

**88 Council Effectiveness Review (Agenda Item 14)**

Council considered a report by the Clerk to the Council which set out for approval a proposed process for an effectiveness review of Council and also an appraisal process for the Chair of Council. It was agreed that Mike Killingley and Ros Rivaz would approach Council members outside of the meeting regarding joining their discussion groups.

**RESOLVED** that

- (i) the process for the Council Effectiveness Review, including the appraisal of the Chair of Council, as set out be approved;

- (ii) the appointments to the Review Group to be chaired by Mr Mike Killingley (up to 4 other Council members) be agreed;
- (iii) the appointments to the Appraisal Group to be chaired by Ms Ros Rivaz (up to 2 other Council members) be agreed;
- (iv) those members of Council not appointed to either group comment on the points raised in paragraphs 3.3 and 3.4 and feedback to the Clerk as appropriate; and
- (iv) note that a report containing outcomes from the two groups will be presented to Council before the end of the calendar year. **ACTION: Clerk to Council**

#### **89 Nominations Committee Matters (Agenda Item 15)**

Council received a verbal update from the Chair following the meeting of the Nominations Committee held earlier in the day.

It was proposed that a new Class 2 member, Mr Bill Shannon, be appointed. Mr Shannon had been identified as an excellent candidate bringing wide experience and skill from the private sector retail industry. Mr Shannon had toured parts of the University and had met the Vice Chancellor, Chair of Council and Professor Dame Jessica Corner.

**RESOLVED** that Mr Bill Shannon be appointed as a Class 2 member from 1 July 2015 to 31 July 2018. **ACTION: Clerk to Council**

In discussion regarding Senate members appointed to Council, it was suggested that the issue of gender balance be raised with Senate in an attempt to bring more women forward to represent Senate as Class 3 members of Council. The Vice Chancellor undertook to raise the matter with Senate. **ACTION: Vice Chancellor**

#### **90 Draft Risk Management Policy (Agenda Item 16)**

Council received a report by the Director of Strategy and Planning which set out for approval a draft Risk Management Policy.

It was suggested that the wording relating to the Deans responsibilities should be strengthened to more adequately reflect their activities in the area of risk management, particularly the annual interaction with the Health and Safety Audit and Assurance committee where Deans are held accountable for championing and managing health and safety in their faculties. **ACTION: Director of Strategy and Planning**

**RESOLVED** that the policy be approved.

#### **91 Updates to the University Strategic Risk Register (Agenda Item 17)**

Council received a report by the Director of Strategy and Planning which set out the latest version of the University Risk Register.

**RESOLVED** that the register be noted.

**92 April Management Accounts** (Agenda Item 18)

Council received a report by the Director of Finance which set out the latest set of management accounts.

**RESOLVED** that the accounts be noted.

**93 Sealing of Documents** (Agenda Item 19)

**RECEIVED** and noted a report detailing the documents sealed since the last report to Council.

**Restricted Items**

**94 Restricted Human Resources Matters** (Restricted Item 20(i), 20(ii) and 20(iii))

Council received three restricted reports relating to staffing matters.

**RESOLVED** that the recommendations be approved.

The meeting concluded at 5.54pm