

Minutes Unrestricted

Meeting title:	Council	
Date:	Friday 15 March 2013	Time 1.15pm
Location:	Room 3011 Building 19	
Present:	Gill Rider (<i>chair</i>); Mr J Boyer; Mr M Burrow; Professor J Falkingham; Mr P Greenish, Mr M Killingley; Ms S Kumar, Mr S Ling*; Professor D McGhee; Professor D Nutbeam; Mr T O'Brien; Dr D Price; Dr M Read; Mrs H Smith; Professor P Smith; Dr G Spittle; Mr J Trewby; Professor J Vickers; Professor A Wheeler.	
In attendance:	Chief Operating Officer; Dean of Engineering and Environment (for agenda item 7); Director of Finance; Director of Marketing and Communications; Director of Strategy and Planning (for agenda item 10); Pro Vice-Chancellor (Education); Pro Vice-Chancellor (International); Professor A Sheno; Registrar.	
Apologies:	Ms R Rivaz	

* not present for restricted business.

The Chair welcomed members to the meeting

Declarations of Interest: there were no conflicts of interest declared.

70 Obituary (Agenda Item 1)

The Chair reported with regret the death of Dr Hansjürgen Schuppe, Experimental Officer in Biological Sciences who had died on 15th February whilst in the service of the University and invited members to stand as a mark of respect.

71 Minutes of the meeting held on 23 January 2013 (Agenda Item 3)

Resolved That the minutes (unrestricted) and the confidential minutes (unrestricted) of the meeting held on 23 January 2013 be approved and signed and that the minutes be published on the open access SUSSED site.

72 Matters arising the meeting held on 23 January 2013 (Agenda Item 4)

There were no matters arising from the meeting.

Secretary's Note: Mr Spittle's attendance was incorrectly recorded in the Statements. Mr Spittle attended four not three meetings of the Audit Committee.

73 **Publication of unrestricted papers** (Agenda Item 5)

Resolved That the papers circulated for the meeting be published on the open access SUSSED site with the exception of the papers for agenda items 7 and 9 which had been circulated as confidential to the Council.

74 **Vice-Chancellor's report to Council** (Agenda Item 6)

Received the Vice-Chancellor's report, dated 15 March 2013.

The Vice-Chancellor highlighted the following issues in particular:-

QAA Institutional Review – the Vice-Chancellor had recently updated the Senate on the QAA Institutional Review noting the delay in publication of the final report. The University continued to follow the QAA's process; this was taking longer than expected and may take up to four months to resolve.

Staff Survey – the University had published the results of the recent staff survey. The Vice-Chancellor had received positive feedback from staff who appreciated the transparency in reporting the full results of the survey. The University was currently seeking to understand the results better at faculty and professional service level and further discussion would take place at UEG in early May whereupon actions would be identified for implementation. In response to a question about reward and recognition, the Vice-Chancellor confirmed this related to the need for improvements in the way in which performance reviews and personal development reviews were conducted. The Vice-Chancellor would update Council at its next meeting on the actions being taken by the University in response to the survey findings and subsequent discussions.

Regius Professor – the University was proud of its recent award of a rare Regius Professorship to mark its excellence in the field of Computer Science.

Alumni Engagement and Fundraising - the report on activities was welcomed and particularly the recent donation to support the refurbishment of the Turner Sims Concert Hall.

Student Recruitment – the Vice-Chancellor reported on the positive position to date in respect of Home Undergraduate applications. Since the last update to Council the University's focus had been on improving offer-making and supporting the conversion of applications to acceptances. Academic staff had been responsive and pro-active in focussing on conversion; all staff concerned were doing everything they could to support conversion. In respect of Postgraduate Taught applications the University was experiencing the general trend across the sector of a continuing decline in Home applications and increased International applications. It was too early to comment on Postgraduate Research applications.

Council noted the declining numbers of Postgraduate Taught Home applications and the impact of government policy on this category. Discussions were continuing with the department of Business Innovation and Skills (BIS) in the lead up to the forthcoming Comprehensive Spending Review. The President of SUSU noted that students recognised the decline as a significant issue for higher education and were lobbying for undergraduate and postgraduate funding to be conceived of in a more holistic way, noting the need to explore further the impact of higher undergraduate fees on Home students' decision making about whether to stay in education, and the need to closely monitor the impact of social class on

participation in postgraduate level study.

Resolved To note the Vice-Chancellor's report.

Minute 75 is confidential to the Council.

76 Student Support 2014 (Agenda Item 8)

Received a paper from the Pro Vice-Chancellor (Education).

The Pro Vice-Chancellor (Education) introduced the report noting:-

- the content of the report had been developed in very close discussion with the Students Union;
- the focus of the paper was to identify the optimal way in which the funds for to student support could be deployed to best effect;
- The University wished to ensure support for those from the lowest income backgrounds as this is the group most likely to be motivated by the availability of fee waivers / bursaries. The President of the Students Union affirmed that direct support to students needed to be relevant and appropriate to their needs;
- the importance of ensuring appropriate funds were directed to support the employability of students was a key feature of the proposals.

During discussion the following points were noted:-

- research with students had indicated that the Southampton Entitlement had not impacted on their decision to come to Southampton as initially conceived. As a result the Southampton Entitlement would be stopped and the funds used more creatively;
- the University needed to stay competitive at this time of significant market uncertainty. The fee cap would remain at £9K and Council should anticipate the University continuing to review its provision for student support as sector wide intelligence grew and the impact of the Government's tuition fee policy was better understood;
- Council would need further information about the possible transformative projects indicated in the paper. Initial investment opportunities had been discussed and ideas were being formulated.

Resolved To approve the proposal that the 2014 Access Agreement should be based on the ideas set out in the paper, and that Council would receive at its next meeting proposals for the transformational projects referred to in the paper.

Minute 77 is confidential to the Council.

78 Financial and Business Planning Update (Agenda Item 10)

Received a paper from the Director of Finance and the Director of Strategy and Planning.

Chair introduced Council to the recently appointed Director of Strategy and Planning.

The Director of Finance highlighted the points in the paper regarding student recruitment plans for 2013/2014 and the requirement for Faculties to bring forward during the planning round a realistic view on the basis on which financial plans could be made, and the different

scenarios should student recruitment vary from anticipated levels.

The Director of Strategy and Planning reported that the University was also encouraging a more strategic view of integrated planning to extend to three years and beyond. The University's budget would be presented to the Council at its May meeting. A UEG away day in May would pull the outcomes together in time to report more fully on the University's strategy at the May meeting of Council.

Council expressed a desire to ensure the budget was realistic but not unambitious. To this end Council would look to the University to set stretching income targets for Faculties to reflect the ambition of the University.

Resolved To note progress with business and budget planning for 2013/2014.

79 Report from the President of the Students' Union (Agenda Item 11)

Received a paper from the President of the Students' Union.

The President of the Students' Union highlighted the recent elections which had both engaged the wider student body and produced the next team of full and part-time volunteers to lead the Union. He noted the outstanding success of students engaging in student media activities whilst at the University and their progress into careers in the media. The Union had recently 'zoned' its student activities to more easily balance them with the Union's activities as a whole and ensure appropriate training and resources were available to support the work of student volunteer groups. The discovery of film reels showing 50 years of the University were being digitised and linked with the University's Development and Alumni Relations office to support alumni engagement activities.

Resolved To note the report.

80 Senate Matters (Agenda Item 12)

Received a report of the meeting of Senate on 27 February 2013.

Resolved To approve the recommendations to:-

- create a new institute to be named the Zepler Institute;
- change the name of the Faculty of Physical and Applied Sciences to the Faculty of Physical Sciences and Engineering;
- change the name of the Academic Unit of Mathematics to Mathematical Sciences;
- make corresponding amendments to Ordinances as set out in the paper to Council.

81 Report from the Annual Reports Meeting of the Health and Safety Audit and Assurance Committee on 11 March 2013 (Agenda Item 13)

Received an oral report of the meeting of the Health and Safety Assurance Committee on 11 March 2013 from the Pro Vice-Chancellor (International). He indicated that good progress was being made across the University in implementing the Health and Safety Management Policy.

Resolved To note the oral report noting the formal report would be circulated with the May meeting papers.

82 Vice-Chancellor's Annual Health and Safety Report (Agenda Item 14)

Received the annual Vice-Chancellor's report.

The Vice-Chancellor noted that the University's approach to health and safety over recent years had become more systematic and professional, focussing on a risk based approach and looking at areas of higher risk within the University through the internal audit function. In cases where serious incidents had occurred there was strong evidence that the University dealt with them professionally, learning lessons and implementing improvements where identified.

The Chief Operating Officer updated Council on the serious incident in Chemistry noting the student would remain in hospital until April. The police investigation remained an open investigation although it appeared unlikely that a conclusion would be reached. No actions were required of the University as a result of the police investigation.

Resolved To note the report.

83 Report from the meeting of the Audit Committee on 6 March 2013 (Agenda Item 15)

Received an oral report of the meeting of the Audit Committee on 6 March 2013.

Mr Burrow reported that the meeting had agreed to reappoint Mazars as the University's external auditors subject to having been market tested some eighteen months previously. The Committee had received a report on the University's Carbon Management Plan in which it had been reported that it was highly unlikely the University would meet the requirements to reduce emissions based on its 2005/2006 report to HEFCE. The Committee had disagreed with the targets set previously and was not unhappy with the progress the University was making to reduce carbon footprint relative to the growth in its activity.

The Committee had received updates on two major pieces of internal audit work – business continuity and disaster recovery and were content with the substantial progress that had been made, noting progress with the data centre.

The internal auditors had brought forward a piece of work on the UKBA on the basis that there could be an imminent visit by the UKBA. Some shortcomings had been identified and progress was being made in addressing these.

Resolved To note the oral report noting the formal report would be presented to the May meeting and to approve the reappointment of Mazars.

84 Report from the meeting of the Nominations Committee on 23 January 2013 (Agenda Item 16)

Received a report of the meeting of the Nominations Committee held on 23 January 2013.

Resolved To approve the reappointment of Mr Burrow for a second term of three years commencing on 21 May 2013 to be reviewed annually.

85 Financial Monitoring 2012/2013: January 2013 Management Accounts (Agenda Item 17)

Received and noted a paper from the Director of Finance updating Council on the Management Accounts of the University.

86 Sealing of Documents (Agenda Item 18)

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