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| **Meeting title:** | | Council | | |
| **Date:** | | Wednesday 15th January 2020 | **Time** | 12.30pm |
| **Location:** | | The Cedar Suite, Careys Manor, Brockenhurst | | |
| **Present:** | | Mr P Greenish (Chair), Dame Prof. M Atkins, Ms F Barnes, Mr R Cartwright, Ms E Harrison, Mr G Hobbs, Mr P Hollins, Professor J Holloway, Dame J Macgregor (Vice-Chair), Professor R Mills, Ms H Pawlby, President & Vice-Chancellor, Dr D Price, Mr A Reyes-Hughes, Professor P Reed, Vice-President (Research & Enterprise), Dr A Vincent and Mr S Young. | | |
| **In attendance:** | | Clerk to the University Council & Senate, Chief Operating Officer (Interim), Executive Director - Finance & Planning, Executive Director of HR, Executive Director of iSolutions & Transformation. | | |
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| **50** | **Apologies**  An apology for absence was received from Mr W Shannon. | | | |
| **51** | **Minutes**  **RESOLVED** that the minutes of the meeting held on 27th November 2019 be confirmed as a correct record and signed. | | | |
| **53** | **Actions and Matters Arising**  Council noted the Annual Calendar of Business.  Council then noted a full update on the outstanding actions as follows:  (i) 90/1819 – Council Operation: On this agenda  (ii) 109/1819 – International Strategy: In abeyance  (iii) 26/1920 – Response letter to the Secretary of State to be circulated to members of HSAAC: Completed  (iv) 29/1920 – Deep Dive on Enterprise Strategy: To be arranged for later in 2020  (v) 33/1920 – Annual Academic Assurance - Report back to Council on degree awarding analysis and assignment ghost writing: To be reported in May 2020 | | | |
| **54** | **Declarations of Interest**  There were no declarations. | | | |
| **55** | **Publication of unrestricted papers**  RESOLVED That the papers circulated that were not deemed “Commercial in Confidence” or Restricted be made available for view by the University wider community. | | | |
| **56** | **President and Vice-Chancellor’s Report**  Council noted highlights from the last two monthly Vice-Chancellor and Executive reports.  **RESOLVED** that the update be noted. | | | |
| **57** | **Report from the President of the Students’ Union** | | | |
|  | Council considered a report by the President of the Students’ Union which provided an update on recent SUSU activity including specific updates from each of the Sabbatical team members.  The report detailed activity around the general election and encouraging students to register and vote together with continuing sustainability work that the team were undertaking in conjunction with the University sustainability champion, Professor Rachel Mills. Council highlighted their wish to see an update on sustainability added to the annual Council calendar of business.  **ACTION: Clerk to the University Council & Senate**  Discussion took place on a recent investigation following an alleged incident said to involve students from the University. It was noted that lessons would be learned about how the investigation and its outcome were communicated.  **RESOLVED** that the report be noted. | | | |
| **58** | **Student Recruitment 2020** | | | |
|  | Council considered a report by the Vice-President (Education) which provided an update on progress in the 2020 student recruitment cycle. It also outlined the process for developing the University Economy Model (UEM) in 2020, including finalisation of the student resource plans.  In considering the report, Council was concerned that the size and shape of the university in terms of under-graduate and post-graduate numbers was being influenced excessively by UK/EU and international student recruitment performance across a limited number of subject areas. Council’s view is that there should be a more strategic approach to address the need to increase the diversity of the student intake and of their chosen subjects. **ACTION: Vice-President (Education)**    **RESOLVED** that the report be noted. | | | |
| **59** | **Annual Equality, Diversity and Inclusion Report**  Council considered a report by the University Equality, Diversity and Inclusion Champion which reported highlights on the progress on ED&I in the University.  Council noted that good progress had been made despite staff shortages in the team. Council made various suggestions on how improvements could be made, such as:   * Sponsorship promotion – a senior leader “sponsors” the promotion of a colleague and guides them through the whole process; * taking advice from other organisations – looking further than the University sector to see how large organisations develop and promote staff from within in the attempt to manage equality and diversity; and * initiate more partnership working between the University and the Hospital Trust – The Trust had made much progress in this area and would be pleased to share experiences and advice.   **ACTION: Vice-President (Research & Enterprise)**  Council was also pleased to note that following recent delays, the Athena Swan submission was now developing well.  **RESOLVED** that the report be noted. | | | |
| **60** | **Council Operation and Annual Cycle**  In September 2019 Council changed that way it operated. Council now held a dinner (with a guest speaker) on the evening prior to the meeting and the next morning held comprehensive faculty/site visits lasting a full half day. Council meetings then took place in the afternoon following the visits.  This change was agreed for two main reasons:   * To enable the dinner to be more useful and to provide an opportunity for Council to hear from a guest speaker; and * To enable to faculty/site visit to be more comprehensive and for Council members to have a structured and well planned visit that allowed for quality communication between the faculty, its senior staff, its students and Council members.   It was agreed to evaluate this new way of working in January 2020.  Members agreed that the new arrangements were working extremely well and the faculty visits in particular were proving extremely useful. Following the Council Effectiveness Review held in October 2019 it was also identified that more subject areas (such as sustainability, long-range planning, IT strategy etc.) should be added to Council business. It was suggested that these areas could be considered by Council by way of a relevant dinner speaker or visit, rather than adding more business items to the Council agenda. Chair of Council and Clerk to the University Council & Senate undertook to review these matters and produce and comprehensive annual calendar for Council that captured all the items of business, areas of special interest and regulatory matters. **ACTION: Chair of Council/Clerk to University Council & Senate**  **RESOLVED** Council agreed to continue with the new arrangements. | | | |
| **61** | **Management Accounts – November 2019**  Council considered a report by the Executive Director, Finance and Planning which presented the management accounts for financial year 2019/20 as at November 2019. It was noted that at this stage in the year, the focus was on variances between actual results and the year to date budget, as well as reporting on research grant applications and awards, and cash flow.  The management accounts included comprehensive forecasts from January 2020 onwards.  **RESOLVED** that the report be noted. | | | |
| **62** | **Sealing of Documents**  Council received and noted a report detailing the documents sealed since the last report to Council. | | | |
| **63** | **Committee Minutes**  Council received and noted all the Committee minutes from meetings that had been held since the last meeting. | | | |
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**Restricted Items**

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| **64** | **Restricted HR Matters**  (i) Proposed Redundancies - iSolutions  **RESOLVED** That the next stages of the redundancy procedure are initiated, and the posts are placed “at risk” of dismissal by reason of redundancy (Ordinance 3.4). |

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| **65** | **Any Other Business**  Council agreed to note an extra item of business concerning new arrangements for payments in lieu of pensions for senior staff that had been previously agreed by the Remuneration Committee.  **RESOLVED** that the action proposed by the Remuneration Committee be approved and noted. |

**The meeting concluded at 1.40pm**

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**Actions**

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| **Min No./Year** | **Minute Title** | **Action Summary** | **Owner** | **Report Back Date** |
| 109/1819 | Int Strategy | Presentation of International Strategy with priority timeline | Vice-President (International) | ? 2019 |
| 29/1920 | Research Strategy | Deep Dive on Enterprise in next 12 months | Vice-President (Research & Enterprise) | July 2020 |
| 33/1920 | Annual Academic Assurance Report | Report back to Council on degree awarding analysis and assignment ghost writing | Academic Registrar | May 2020 |
| 57/1920 | SUSU Report | Sustainability to be added to a future Council agenda | Clerk to the University Council & Senate | March 2020 |
| 58/1920 | Student Recruitment | Consider a more strategic approach to address the need to increase the diversity of the student intake and of their chosen subjects | Vice-President (Education) | May 2020 |
| 59/1920 | ED&I | Consider the points raised by Council | Vice-President (Research & Enterprise) | May 2020 |
| 60/1920 | Council Operation & Annual Cycle | Themes identified by the Effectiveness Review be considered by Council as part of cross-cutting items | Clerk to the University Council & Senate | March 2020 |