

UNIVERSITY BOARD

MINUTES OF THE MEETING HELD ON FRIDAY, 10 JULY 2009

Present: Mr C Appleton; Dr B Astin; Dr P Barnwell; Ms M Barron, Prof P Curran; Mr C Elder; Mrs K Everett; Mr J Francis; Rev Dr D Hart; Mr D Hines; Mr T Lee; Dr E Mytton; Prof N Petford; Dr P Rawlinson; Mr J Ricci; Mr M Riordan; Mr G Smith; Mr R Spragg; Mr G Sturdy; Ms S Sutherland; Mr D Willey

In Attendance: Prof J Vinney; Mr N Richardson (Secretary & Registrar)
Mr G Rayment (Committee Clerk)

Apologies: Mrs J Dawson; Mrs F McMillan; Mr AJ Frost (Chair).

Mr Sturdy Chaired the meeting in the absence of Mr Frost.

The Chair welcomed new member James Ricci (SU President) to the meeting.

ACTION

1. MINUTES OF THE MEETING HELD ON 24 APRIL 2009

1.1 Minutes of the University Board Meeting (24 April 2009)

The Minutes were approved as an accurate record.

1.2 Matters Arising

1.2.1 'Widget Co.' (Minute 1.2). The Director of Finance (DoF) notified the Board that an investor had now been identified and negotiations were progressing with lawyers on the details of the contract to establish a stand-alone subsidiary company.

1.2.2 Actions to improve Enterprise performance (Minute 3.2). The PVC (R&E) updated members on progress following detailed discussion at the Research & Enterprise Committee meeting on 19th June and also at the Strategy & Resources Committee on 15th June. He informed the Board that work was progressing to recruit a new full-time Head of Enterprise on a one year fixed-term appointment. The position would be advertised in July with a view to appointing a suitable candidate in August.

1.2.3 The planned income figure for 2009/10 was £3.3m, plus an additional £500k contingency. The KPIs for enterprise income would be recalibrated over the summer. The consultation exercise on the creation of the 'Enterprise Hub' was about to close with responses being considered over the next few weeks. It was noted that the new Curriculum Frameworks (see Item 4.3 below) would help provide academic staff with more time to engage in research and enterprise work.

1.2.4 University League Tables (Minute 4.1.3). Bournemouth University's league table positions were 54th (The Independent), 58th (The Times), 32nd (The Guardian). Bournemouth also remained the Guardian's No.1 new university for the second year running.

1.2.5 Students' Union Annual Review (Minute 6.2). Members' who had been able to attend this event gave positive feedback and had found the event lively and

informative.

- 1.2.6 Induction and training needs of Board members (Minutes, Annex A). Informal Board lunches had been held in the past to allow Board Members to discuss particular topics. These were discontinued but given the number of new members who had joined the Board recently it was agreed that the University would host one Board lunch in October. Depending on the success of this event, consideration would be given to hosting further lunches. **S&R/Chair**
- 1.2.7 It was also agreed that, as part of a future Board CPD session, tours of the Lansdowne campus would be provided. **S&R**
- 1.2.8 Members discussed the tours of schools which were being arranged in the context of research & enterprise. It was agreed that Deans of Schools should be reminded that Board Members are available and keen to be engaged with the Schools' activities. **VC**

2 BOARD MATTERS

2.1 Board Membership

The Board approved the extension of the terms of office for Fiona McMillan and Sue Sutherland for a second term of three years, ending on 31 July 2012. Members noted the appointment of Mr James Ricci as new President of the Students' Union and the forthcoming election for an Academic Staff Representative which would take place over the summer.

S&R

3 STRATEGIC REPORTS

3.1 Planning and budgeting for 2009/10.

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3.1.2 The Budgets for 2009/10 were approved by the Board.

3.2 Review of the Strategic Plan 2007/12 Action arising from 3 July meeting.

3.2.1 The DVC summarised the topics discussed at the Strategic Planning Seminar on 3 July (see separate notes). It was agreed that further discussion was necessary and another strategic planning seminar would be arranged for September 2009. **S&R/DVC**

3.2.2 Members discussed the role of the University within the region, as this had been one of the topics discussed at the seminar. The role and function of partner colleges was discussed and the amount of resources required to manage these relationships and the risks attached. It was agreed that members required further information on the details of these relationships and that a paper should be prepared for the next strategic planning seminar. This should include details of all institutional relationships (including for example the AECC, midwifery courses in Portsmouth and work with the military). It was suggested that the University's current list of memoranda of understanding with such institutions might be a helpful starting point in compiling this paper. **DVC**

3.2.3 The Board discussed the University's international relationships and considered options for their future strategic direction. Collaborative work was already being established with institutions in China, Japan, Oman, Singapore and Newfoundland. The Board considered the benefits and risks of these

partnerships and the effort required to make them succeed. It was agreed that a paper on International partnerships should also be presented to the next strategic planning seminar.

DVC

3.3 Periodic Performance Review

3.3.1 The DVC introduced this paper which summarised the University's progress against key strategic targets. All 'Red' indicators had been discussed in greater detail at sub-committee level. Members queried the overall 'Amber' indicator for research and enterprise and, whilst broadly agreeing that this was the correct colour coding, suggested that the narrative text was more suggestive of a 'Red' indicator. It was agreed to review this narrative.

DVC

3.3.2 The Board noted the paper.

3.4 Enterprise Update

This item was taken under 'Matters Arising' (see Item 1.2 above)

3.5 National Pay Negotiations 2009 – update

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4 UNIVERSITY EXECUTIVE GROUP REPORTS

4.1 Vice-Chancellor's Report

4.1.1 The Vice-Chancellor set out the University's ten major achievements over the past academic year:

- Re-engineering of PG and UG programmes
- A threefold increase in QR allocation
- Full confidence in QAA audit
- Guardian's No.1 new University for the second year running
- Academic restructuring
- Professional Services Review (completion of stage one)
- 71% Graduate employment in graduate jobs
- 3.5% funding increase to support enterprise
- Increased open day attendance to over 6,000
- 13.6% increase in applications.

4.1.2 The Vice-Chancellor outlined some of the challenges facing the University, including those arising from the economic recession, and highlighted some actions to be taken over the coming year. These included some selective Academic restructuring (in the School of Conservation Sciences), the second stage of the Professional Services Review and further discussion of how to stimulate the academic culture within BU.

4.2 Executive Business School - Update

4.2.1 The DVC provided his regular update of progress with the new Business School. The Executive Business Centre was now open and staff had occupied the building. The official opening would take place in September. There had been some teething problems and staff were still adjusting to working in an open plan environment. Feedback from users of the new building was being kept under review.

4.3 The Curriculum Framework

4.3.1 The PVC(E) introduced this paper which describes the move to Curriculum Frameworks. The benefits of the framework approach are largely operational and will free-up staff time to, for example engage with research and enterprise subjects. The new approach has been broadly welcomed by students, for example allowing them to change programmes after arrival. By 2011/12 all students will be studying on programmes within frameworks.

4.3.2 Members asked what impact this approach would have on the size of lectures. Some of these will be larger, and this was one of the reasons that the new Kimmeridge House lecture space was being developed. These larger lectures would be balanced against the continuing commitment to small group work. The Board noted the paper.

4.4 Fair Access Policy

4.4.1 The DVC introduced this paper which set out the University's Fair Access Policy. This was as stated in the University's Access Agreement and was a condition placed upon all universities wishing to charge variable fees. The Board had previously approved the Access Agreement in 2004 when it was first introduced. The agreement had now been re-drafted as set out in the paper, to improve readability and flexibility. In future any changes would be presented first to the Student Experience Committee (regarding Fair Access Policy) and/or the Audit & Risk Committee (regarding compliance with the Access Agreement) before being presented to the Board. Changes since 2004 were detailed in the paper which was noted by the Board.

5 COMMITTEE REPORTS

5.1 Audit & Risk Committee (19 June 2009)

The minutes were noted.

5.1.1 Risk Register

Members noted the Risk Register. The Audit & Risk Committee was currently reviewing its Terms of Reference, including clarifying its role in relation to the risk register. Any changes would be reported back to the Board.

5.1.2 Appointment of Bankers (Barclays Bank Plc)

Members noted and agreed a request from the DoF that two Board members sign the appointment of bankers form.

5.2 Human Resources Committee (1 July 2009)

The report was noted.

5.3 Remuneration Committee (9 July 2009)

The Remuneration Committee Chair gave a verbal report to the meeting. The Chairs of other sub committees had attended the meeting as observers. UEG members had agreed to forego any pay award in relation to themselves this year and the Committee welcomed this decision as a positive show of leadership in the current economic climate. The documentation setting out the process for agreeing senior staff remuneration was being updated and would soon be published. The Committee also discussed a revised job description for the role of Clerk to the Board.

5.4 Strategy & Resources Committee (15 June 2009)

The DVC highlighted the discussions with the Anglo European Chiropractic College (AECC) and hoped to provide a fuller update to the Board at a future meeting.

5.4.1 Management Accounts (May 2009)

The Management Accounts for May 2009 were noted. Accounts for other months are circulated electronically to Board members as they become available.

5.5 **Research Ethics Committee (25 June 2009)**

The minutes were noted. It was hoped to present the Research Ethics Code of Practice to the Board at its meeting in November 2009.

5.6 **Research & Enterprise Committee (19 June 2009)**

The minutes were noted.

5.7 **Student Experience Committee (13 May 2009)**

The minutes were noted.

5.8 **Senate (17 June 2009)**

The minutes were noted. The Vice-Chancellor highlighted the ongoing work to form partnerships with local NHS Trusts and negotiations on replacing the University Bookshop following Waterstones departure.

6 **ANY OTHER BUSINESS**

6.1 **Cranborne House**

The DVC informed the Board that, further to previous Board discussions regarding recurring problems with the roof of Cranborne House, litigation against Barclay Homes had resulted in recovery of over 80% of the repair costs and 75% of legal costs.

6.2 **Thanks**

On behalf of the members, the Chair thanked Dr Brian Astin for his service to the Board.

7. **DATE OF NEXT MEETING**

There will be a "Strategic Planning Seminar" meeting in September 2009 (date and venue to be confirmed).

The next ordinary meeting of the Board will take place at 9.30am on **Friday, 13 November 2009**, in the Boardroom, Poole House, Talbot Campus. This will be preceded by the Board's evening dinner on **Thursday 12 November**, from 6.00pm.

Approved as a true and accurate record:

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Mr Alan J Frost (Chair)

Date:.....