

**ARTS UNIVERSITY PLYMOUTH
MEETING OF BOARD OF GOVERNORS**

Date: Tuesday 11 October 2022
Time: 10.00 am – Barns-Graham Room, Tavistock Place, University.

Present:	Dr Sue Brownlow	Chair
	Anna Corbett	Deputy Chair
	Prof Paul Fieldsend-Danks	Vice-Chancellor
	Mark Greaves	Independent Member
	Andy Honey	Independent Member
	Fraizer James	Student Member (Students Union Pres)
	Ian Parry	Independent Member
	Dame Janet Ritterman	Independent Member
	Rachel Soundy	Independent Member
Dr Ian Tunbridge	Independent Member	

In attendance:	Nadyne Ebbens	Deputy Clerk
	Steve Trotter	Registrar
	Rich Watson	Chief Operating Officer
	Liz Wiltshire-Meads	Clerk to the Corporation

By invitation:	Kerry Dungay	Head of Student Support
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CONFIDENTIAL MINUTES

BG/22/44 STRATEGIC DISCUSSION

BG/22/44/1 Student Mental Health

This item was deemed to be confidential and was subject to a separate confidential minute.

Noted.

The Head of Student Support left the meeting.

BG/22/45 APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST & QUORACY

Apologies were received from Andrew James, Staff Member (Academic), and Margaret Campbell, who was to be confirmed as Staff Member (Support) at the meeting. There were no unregistered declarations of interest and the meeting was declared quorate.

BG/22/46 MINUTES

BG/22/46/1 Action Tracker

It was noted that all actions were either on the agenda, in progress or complete.

BG/22/46/2 CONFIDENTIAL ITEM

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/22/46/3 Minutes and Confidential Minutes of the previous meeting

The minutes of the previous meeting held on Tuesday 5 July 2022 were considered to be a true and accurate record of proceedings.

RESOLVED: that the minutes be approved for signature by the Chair.

BG/22/47 KEY ITEMS

BG/22/47/1 CONFIDENTIAL: Strategic Plan Update

The Vice Chancellor introduced a brief overview of development and progress towards the approval of the University's new Strategic Plan: AUP 2030: Creative Education for a Changing World. The purpose was to develop a vision and mission in keeping with the aspirations of the University, its Governing Board, Executive, staff, students and key stakeholders. The scope was to deliver an impactful and measurable strategy focussed on institutional growth, sustainability, performance and reputation, student experience and graduate outcomes. The update set out the previously discussed overview plus the remit of the three pillars: creative endeavour; sustainable futures; and people and place.

(Redacted paragraph for confidentiality)

Noted.

BG/22/47/2 CONFIDENTIAL ITEM

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/22/47/3 CONFIDENTIAL ITEM

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/22/47/4 CONFIDENTIAL: HE Academic Performance Report

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/22/47/5 Pre Degree Report

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/22/48 MONITORING REPORTS

BG/22/48/1 Academic Board Minutes

The Vice-Chancellor noted that the NSS results had been scrutinised at Academic Board which included improvement plans within course teams. There had been review and conversation around graduate outcomes, which included discrepancy issues that were being taken up by GuildHE around certain jobs that did not fit with management categories such as costume management.

The Academic Regulations 2022/23 were approved with minor amendments. A fair system had been introduced during Covid which would remain in place for the current year. The Academic Misconduct section had also been updated.

A Pre-Degree curriculum summary report was noted and included that the Pre-Degree Skills Project had entered phase 2 in 2022/23, and would connect with the Ofsted Skills update. A recent further education consultancy, FEA, Curriculum review highlighted progress that had been made over the past year. The core study programme offer had been consolidated, and the impact of the IBCP withdrawal had been low.

Congratulations were recorded to Professor Stephen Felmingham, following conferment of the title Professor of Artistic Research.

The Academic Board Governor Observer noted that Academic Board worked extremely well, in terms of policy and procedure and was the engine house of the University. The only comment was around the culture of continuous quality improvement and in-year challenge to where information was reported, what was being done and how to make it better.

There were questions from Board members in terms of:

- a) 5.1(a)(iii) students expecting to be interviewed, and whether that was correct;
- b) 6.9 the acronym CUF. This stood for Common Unit Framework;
- c) there only being one external member on the Validation Panel;
- d) and whether the five recommendations from the Validation Panel were discussed at Academic Board.

The Vice Chancellor would review those questions.

Noted.

BG/22/48/2 Access and Participation Plan

The Registrar noted that OfS set a requirement for all HE providers with an Access and Participation Plan (APP) to submit proposals by 31st July 2022 for amendments specifically for academic year 2023/24, in line with new OfS priorities. The purpose of the report was for Board members to note the proposals that were developed by the University, approved by SLT and by the Board of Governors by Chair's action in July 2022, and submitted to OfS.

Paragraph redacted due to confidentiality.

Discussion redacted due to confidentiality.

RESOLVED: to note the Access and Participation Plan.

BG/22/48/3 Summary Report From Validation Cycle

The Board received the Summary Report from the Validation Cycle. It was noted by the Board that the recommendations were significant and that action should have been taken in order for the validation to be approved.

Received.

BG/22/48/4 Annual Equality Diversity & Inclusion Monitoring Report

The Registrar noted that the report was wide ranging and covered a lot of ground. The gender pay gap had increased. Transparency Data had been recorded on the University website in line with OfS condition of registration F1. A new Sexual Violence and Misconduct Policy was introduced. It had since been reviewed and used by staff members who reported that they found it easy to use and gave them confidence when addressing concerns with students. A neurodiversity group had been set up and had been well supported. The group consisted of staff and students, some with their own neurodiverse conditions.

Following questions from Board members and further discussion it was noted that the next iteration of the report should include the impact on students for the activity recorded which would complete the circle of information. For example, do students feel safe, valued and embraced by the University.

ACTION: Include impact on students within the next ED&I Annual report. Noted.

BG/22/48/5 Equality, Diversity & Inclusion Policy Review

The Registrar noted that the Policy had been amended with more emphasis on inclusion (including name change), additions to recruitment & admissions (para 9), Equality and Human Rights Commission (EHRC) updates (para 24) and Appendix C, additional harassment definitions.

RESOLVED: To approve the amendments to the ED&I Policy.

BG/22/48/6 Annual Health & Safety Report

The Board received and noted the annual Health & Safety report.

Received.

BG/22/48/7 Health & Safety Policy Review

The COO noted that there had only been minor amendments in terms of nomenclature.

Noted.

BG/22/48/8 CONFIDENTIAL ITEM

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/22/49 COMMITTEE REPORTS

BG/22/49/1 Governance Report

The Clerk introduced the report containing recommendations from Nominations & Governance Committee and Chair's Action taken since the last Board meeting.

RESOLVED:

- 1. To note Chair's Action was taken to approve the APP for submission to OfS;**
- 2. to approve proposed amendments to the SU Constitution;**
- 3. To move Andy Honey, Independent Member, from Audit Committee to the Finance & Estates Committee with immediate effect;**
- 4. To approve the reduction in size of the Audit Committee from six to five members;**
- 5. To approve the reduction in size of the F&E Committee from seven to six members;**
- 6. To approve the appointment of Margaret Campbell, as Staff Governor (Support) for a four year term of office and as a member of the**

Employment and Remuneration Committees;

- 7. To note the process for a new Staff Governor (Academic) will be carried out in line with Academic Board’s responsibility and processes for recommendation to the Board;**
- 8. To approve the proposal that there were extraordinary circumstances that warrant an additional two year term of office for Sue Brownlow to ensure continuity for the Board, SLT and University during a time of considerable change;**
- 9. To approve the budget and proposed consultants AdvanceHE for the external review of governance;**
- 10. To approve the implementation of a Senior Independent Governor role.**
- 11. To approve an attendance target of 85% for all Board members.**

BG/22/49/2 **Finance & Estates Recommendation: Terms of Reference**
RESOLVED: To approve amendments to the F&E Terms of Reference.

BG/22/49/3 **Audit Committee Reports:**
Risk Strategy/Appetite and Risk Update
The COO noted that the risk strategy was revisited annually and was recommended to the Board for approval by the Audit Committee.
RESOLVED: to approve the Risk Strategy for 2022/23.

BG/22/49/4 **CONFIDENTIAL ITEM**
This item was deemed to be confidential and was subject to a separate confidential minute.
Noted.

BG/22/49/5 **Nominations & Governance Committee Reports:**
Student Protection Plan
The Registrar noted that the SPP was recommended to the Board for approval by the N&G Committee, and was reviewed annually linked to financial viability of three to four year’s delivery in line with OfS Condition C3.
RESOLVED: To approve the Student Protection Plan (subject to REDACTED due to commercial confidentiality.)

BG/22/49/6 **External Speaker & Freedom of Expression Policy**
The Registrar noted that there had been one external speaker in 10 years but that the issues were still there and it was not untopical, particularly with respect to creative practice and expression.
Noted.

BG/22/49/7 **Minutes & Confidential Minutes**
The Minutes of the Audit Committee held on 20 September 2022, and the Minutes of the Nominations & Governance held on 3 October 2022 were received.

BG/22/49/8 **Restricted Confidential Minutes**
The Minutes of the Employment Committee held on 28 June 2022, and the Minutes of the Remuneration Committee held on 28 June 2022 were received.

BG/22/50 DATE OF NEXT MEETING
Next Board of Governors meeting was scheduled at 10.00 am on Tuesday 22 November 2022. There being no further business, the meeting closed at 12.45pm.

Approved Date
Chair

Distribution: Board of Governors including Vice Chancellor, Registrar, Chief Operating Officer, Clerk & Deputy Clerk.