

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

Date: Tuesday 26 March 2024
Time: 10.00 am – Barns-Graham Room, Tavistock Place,

Present:	Dr Sue Brownlow	Chair
	Prof Paul Fieldsend-Danks	Vice-Chancellor
	Anna Corbett	Deputy Chair
	Margaret Campbell	Staff Member (Support)
	Ciara Eastell	Independent Member
	Mark Greaves	Independent Member
	Andy Honey	Independent Member
	Beth Evans	Student Member (SUP)
	Ian Parry	Independent Member
	Dame Janet Ritterman	Independent Member
	Rachel Soundy*	Independent Member

In attendance:	Nadyne Ebbens	Deputy Clerk
	Prof Stephen Felmingham	Pro Vice-Chancellor (Academic)
	Dr Robin Kirby	Deputy Vice-Chancellor
	Jacqui Moore	Director of External Relations
	Rich Watson	Chief Operating Officer
	Liz Wiltshire-Meads	Clerk to the Corporation

*Remote attendance via Google Meet

MINUTES

BG/24/01 APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST & QUORACY

Apologies were received from Tim Gundry, Staff Member (Academic) and Nigel Godefroy, Independent Member. Joining the meeting remotely was Rachel Soundy, Independent Member.

There were no unregistered declarations of interest and the meeting was quorate.

BG/24/02 MINUTES OF PREVIOUS MEETING & SIGNING

The Minutes of the previous meeting held on 28 November 2023 were considered to be a true and accurate record of proceedings.

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

BG/24/03 ACTION TRACKER

All actions were in progress, reported through the agenda, or included on the cycle of business with the completion date yet to be reached.

BG/24/04 CONFIDENTIAL ITEM

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

The Head of Pre-Degree joined the meeting.

BG/24/05 ACADEMIC ASSURANCE: Pre-Degree Quality Monitoring Report

The Deputy Vice-Chancellor noted that this was a quality monitoring report for the 350 students in Pre-Degree who were undertaking either the Extended or Foundation Diploma. These students had a different set of governance, regulation, scrutiny, and finance to the HE students. The Pre-Degree provision had undertaken a very successful Ofsted inspection in May 2023. The report focussed on attendance and retention but there was also assurance in terms of GCSEs and Functional Skills.

Discussion redacted due to confidentiality.

Noted.

BG/24/06 CONFIDENTIAL KEY REPORTS

BG/24/06/1 Strategic Metrics/KPIs Update

The Chief Operating Officer (COO) gave a brief update towards the first marker in 2025, in that the University was where expected with no changes in the KPIs and no outliers.

Noted.

BG/24/06/2 Vice-Chancellor's Report

The Vice-Chancellor noted that the University had been nominated for "University of the Year " in the WhatUni Student Choice Awards (WUSCAS) for which other Vice-Chancellors had sent congratulations, and which demonstrated the distance travelled. The awards were voted for by students and had moved to a more influential position with NSS now housed within the regulator. Nominations had also been received for Lecturers and Teaching Quality, Facilities, and Student Support.

The Chair on behalf of the Board congratulated everyone at the University and the Students Union for the nominations.

The Chair also noted that a letter had been received from the Chair at OfS in relation to student harassment which would be reported to the Nominations & Governance Committee.

Noted

BG/24/06/3 Confidential - Student Recruitment Update

Discussion redacted due to confidentiality.

Noted

BG/24/06/4 Confidential Risk Register Summary

Discussion redacted due to confidentiality.

Noted

BG/24/06/5 **Confidential Item**
This item was deemed to be confidential and was subject to a separate confidential minute.

BG/24/07 ACADEMIC ASSURANCE REPORTS

BG/24/07/1 **Academic Board Minutes**

The Minutes of the Academic Board meeting held on 6 March 2024 were introduced by the Vice-Chancellor and it was noted that strategic measures were now part of the Academic Board agenda. There was an increase in the need for student support including counselling and growing demand for the food bank.

The student governor and SU President noted that student issues were being raised in committees, and there had been an increase in donations to the food bank.

Discussion redacted due to confidentiality.
Noted.

BG/24/07/2 **HE Quality Monitoring Report**
Discussion redacted due to confidentiality.

Following questions from Board members and further discussion it was noted that the University had an attendance policy which would be included with the next monitoring report.
Noted.

BG/24/08 COMMITTEE MINUTES AND REPORTS

The Head of HR joined the meeting.

BG/24/08/1 **Employment Committee Report: People Plan**

The Head of HR noted that the People Plan had been considered by the Employment Committee and was a large document to be referred to as an internal document and strategic element of HR that talked to the University's strategic plan. There were key measurable targets. It was a live document with threads through four pillars: recruitment; reward; retention; and resilience, and had been built on benchmarking and best practice in the sector and the Chartered Institute of Personnel and Development (CIPD). The Plan was relevant to the University, its size and position in order to build better and embed excellence.

Discussion redacted due to confidentiality.
Noted.

The Head of HR left the meeting.

BG/24/08/2 **GOVERNANCE REPORT including NEW APPOINTMENTS**

The Clerk introduced the report and noted that the recommendations came from the Nominations & Governance Committee that met on 6 February 2024. The Deputy Chair left the meeting for resolution six.

Ian Parry, Chair of Audit, raised an interest that he was a former colleague and professional acquaintance of Rob Stroud.

Sue Brownlow, Chair, raised an interest as having been a professional acquaintance of Prof Cara Aitchison.

It was noted that committee appointments for new members would be discussed during induction and recommendations made through the Nominations and Governance Committee.

RESOLVED:

- 1. To approve the temporary increase of the determination of the Board from sixteen to seventeen by increasing the number of Independent Members from nine to ten until Nov 24 to allow for a Designate for the Senior Independent Governor role;**
- 2. To approve the appointment of Prof Cara Aitchison to the Board as an Independent Member for a four-year term of office, ie 26 March 2024 until 25 March 2028, and Senior Independent Governor from November 2024;**
- 3. To approve the appointment of Prof Dilly Fung to the Board as a Independent Member for a four-year term of office, ie 26 March 2024 until 25 March 2028;**
- 4. To approve the appointment of Rob Stroud to the Board as a Co-opted Member for a four-year term of office, ie 26 March 2024 until 25 March 2028;**
- 5. To approve the appointment of Emma Mills, as an Independent Committee Member to Audit Committee for an initial term of office until July 2025;**
- 6. To approve the reappointment of Anna Corbett as an Independent Member for a further four year term of office until March 2028;**
- 7. To approve the proposed amendments to Appendix 4, 5 and 6 of the Standing Orders**
- 8. To approve the Board of Governors meeting schedule for 2024/25.**
- 9. To note the programme for the Strategy Day scheduled on Friday 17 May 2024.**

BG/24/08/3 **Finance & Estates Report: Management Accounts to 31 January 2024**

The Management Accounts to the 31 January 2024 were received.
Received.

BG/24/08/4 **Committee Minutes**

The Board received the following Minutes and Confidential Minutes:

- **Nominations & Governance** - 6 February 2024;
- **Finance & Estates** - 27 February 2024;
- **Audit** – 30 January & 12 March 2024; and
- **Employment** - 30 January 2024.

Received.

BG/24/09 PART II - RESTRICTED CONFIDENTIAL ITEMS
These items were deemed to be confidential and were subject to a separate confidential minute.

BG/24/10 DATE OF NEXT MEETING

Next Board of Governors meeting was scheduled to take place on Tuesday 9 July 2024 at 10.00am.

The Strategic Planning Day was scheduled to take place on Friday 17 May 2024.

There being no further business, the meeting closed at 1.15pm.

Approved..... Date.....
Chair

Distribution: Board of Governors, the Vice-Chancellor's Executive, Clerk & Deputy Clerk.