ARTS UNIVERSITY PLYMOUTH
MEETING OF BOARD OF GOVERNORS

Date:	Tuesday 9 July 2024	
Time:	10.00 am – Barns-Graham Room, Tavistock Place	
Present:	Dr Sue Brownlow	Chair
	Anna Corbett	Deputy Chair
	Prof Cara Aitchison*	Independent Member
	Margaret Campbell	Staff Member (Support)
	Ciara Eastell	Independent Member
	Beth Evans	Student Member
	Prof Dilly Fung	Independent Member
	Mark Greaves*	Independent Member
	Nigel Godefroy	Independent Member
	Tim Gundry	Staff Member (Academic)
	Andy Honey	Independent Member
	Ian Parry*	Independent Member
	Dame Janet Ritterman	Independent Member
	Rachel Soundy*	Independent Member
	Rob Stroud	Co-opted 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

*via GoogleMeet

BG/24/11 WELCOMES, APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST & QUORACY

The Chair welcomed Prof Cara Aitchison, Prof Dilly Fung and Rob Stroud, Governors, to their first Board meeting. Apologies were received from Prof Paul Fieldsend-Danks, Vice-Chancellor & Chief Executive. The meeting was quorate.

Prof Cara Aitchison, declared a new interest as a newly appointed member to the board of the Scottish Funding Council.

BG/24/12 MINUTES

BG/24/12/1 **Minutes Of The Previous Meeting**

The minutes of the previous meeting held on Tuesday 26 March 2024 were considered to be a true and accurate record of proceedings.

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

BG/24/12/2 **Action Tracker**

All actions were either complete, ongoing or the completion date had not been reached.

BG/24/13 ACCESS & PARTICIPATION PLAN & PRESENTATION

The Deputy Vice-Chancellor gave a presentation to the Board which introduced Access and participation plans (APP): what they were and what had changed; the University's undergraduate student profile; the Equality of Opportunity Risk Register; APP data and areas for improvement; and building on success, strategy and practice.

APPs had been produced since 2006, when universities would commit to fair access and participation as part of broadening access to higher education (HE). OFFA and HEFCE monitored progress. The new Director of Fair Access and Participation at Office for Students (OfS) wants the APP to be applied to the whole of the student journey.

The six risks were highlighted on the Equality of Opportunity Risk Register (EORR): Insufficient academic support; Insufficient personal support; Mental health; Ongoing impacts of Coronavirus; Cost pressures; and Progression to (jobs and further study).

The APP data showed areas for improvement were: continuation for those with a reported disability, and for those who had previous eligibility for free school meals, were lower than those without; mature students completion rates were lower than young students; and completion for those with a reported disability was lower than those without.

The current APP plan 2020-2025 set out the following:

- Develop AUP relationships further with schools and colleges to raise pupil attainment
- Improve the proportions of students continuing to the second year of their course: - focus on mature students, students with disabilities, and students from deprived neighbourhoods
- Reduce the gap between proportions of students achieving a 1st/2:1 degree classification for students with disabilities and students with no disabilities to 3% or lower
- Improve overall progression to employment for our graduating cohorts of students from Low Participation Neighbourhoods.

Key initiatives and interventions included: neurodiversity guide; student support processes; working with external agencies; and mature student engagement.
Discussion redacted due to confidentiality.
Noted.

BG/24/14 CONFIDENTIAL ITEM
This item was deemed to be confidential and was subject to a separate confidential minute.

BG/24/15 VICE-CHANCELLOR'S REPORT
The Deputy Vice-Chancellor (DVC) introduced the report and noted that there was a lot to celebrate including being SouthWest University of the Year voted for by students.
Noted.

BG/24/16 CONFIDENTIAL: STUDENT APPLICATIONS/ACCEPTANCES UPDATE
Discussion redacted due to confidentiality.
Noted.

BG/24/17 CONFIDENTIAL: RISK REGISTER SUMMARY
The Board received a summary of the risk register which was considered in full by the Audit Committee on 18 June 2024.
Received.

BG/24/18 CONFIDENTIAL ITEM

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

BG/24/19 STUDENTS' UNION ANNUAL REPORT

The Student Union President presented their comprehensive report which outlined the work of the SU during the year which highlighted the use of the food bank by students which amounted to 45% of students active engagement with the SU. This demonstrated the adverse effect of the cost of living crisis. The report also highlighted the difficulty in filling voluntary positions including Student Reps. The timing of the meetings was being reviewed as the meetings were held outside of University hours in the evening when students could be taking paid work.

The quality of study was noted which included not only great resources but teachers. *Sentence redacted due to confidentiality.* Work had been done to support retention, which included anti burnout sessions, the purpose of which was for students to be able find value outside of their studies, due to students' passions being turned into study points for their degrees rather than enjoyment.

There had been a positive turnout for the SUP election with 181 votes and aims to improve again for next year.

An external review by Cool Insight had been carried out in the spring and reported to N&G Committee initially. The report provided a number of recommendations that would be prioritised for implementation.
ACTION: Share Cool Insight Report with Board members.
Noted.

The Board congratulated Beth on their success of re-election.

A 10 minute comfort break was taken.

BG/24/20 ACADEMIC ASSURANCE REPORTS

BG/24/20/1 **Academic Board Summary and Minutes - 12 June 2024**
The Minutes were noted.
Noted.

BG/24/20/2 **Pre Degree Quality Monitoring Report**
The Pre Degree Monitoring Report was noted.
Noted.

BG/24/20/3 **HE Quality Monitoring Report**
The HE Quality Monitoring Report was noted.
Noted.

BG/24/21 COMMITTEE REPORTS

BG/24/21/1 **Governance Report**
The Clerk noted the recommendations from the Nominations & Governance Committee that met on 4 June 2024 and all other committees.
RESOLVED:

1. **To note the Governance Effectiveness Review completed action plan;**
2. **To approve the reappointment of Beth Evans as Student Governor for a further one year term of office, from 1 August 2024 until 31 July 2025;**
3. **To approve that Mark Greaves is reappointed as Chair of Finance & Estates Committee for a further two year term of office until July 2026;**

4. **To approve that Ian Parry is reappointed as Chair of Audit Committee for a further two year term of office until July 2026**
5. **To appoint Cara Aitchison, Governor, as a member of Finance & Estates Committee;**
6. **To appoint Dilly Fung, Governor, as Academic Board Observer;**
7. **To appoint Rob Stroud, Governor, as a member of Audit Committee;**
8. **To appoint Andy Honey, as Lead Governor for Safeguarding and Prevent;**
9. **To approve the Board of Governors' Cycle of Business for 2024/25;**
10. **To approve the Governor Development Programme for 2024/25;**
11. **To approve the amendments to the Nominations & Governance Committee, Employment Committee, Audit Committee, Remuneration Committee and Finance & Estates Committee Terms of Reference.**

The Chair and Deputy Chair left the meeting. The Senior Independent Governor (SIG) chaired the meeting for the next agenda item.

BG/24/21/2 **Chair & Deputy Chair Appointments**

The SIG noted that the recommendation came from N&G Committee and had received support from Governors following consultation by the Clerk.

RESOLVED:

1. **To approve the appointment of Dr Sue Brownlow, as Chair to the Board of Governors, for a further two year period of office until July 2026;**
2. **To approve the reappointment of Anna Corbett, as Deputy Chair to the Board of Governors, for a further two year period of office until July 2026.**

The Chair and Deputy Chair rejoined the meeting.

BG/24/21/3 **AUDIT COMMITTEE REPORT: Confidential Prevent Annual Report Outcome Letter**

Received

BG/24/21/4 **FINANCE & ESTATES COMMITTEE REPORT: Tuition Fees For Entry In Academic Year 2024/25**

The DVC noted that there had been small fee rises in comparator analysis and as such the changes had been recommended to the Board for approval by F&E Committee.

RESOLVED: To approve the following changes to tuition fees:

- **the full time International Undergraduate / Extended BA fee is increased by 4.5% to £17,250 for 2025-26 entry.;**
- **full time UK Postgraduate MA fees are raised by 3.4% to £9,200, and part time UK postgraduate fees are raised by 3.3% to £5,150**
- **full time International Postgraduate MA fees are raised by 4.5% to £17,250, and that part time fees are raised by 4.5% to £9,200.**
- **full time International Postgraduate MFA fees are raised by 4.5% to £11,500, and that part time International Postgraduate MFA fees are raised by 4.5% to £6,095 per year.**
- **that International full-time Pre-Degree fees are raised by 4.3% to £12,000.**

BG/24/21/5 **FINANCE & ESTATES COMMITTEE REPORT: Students' Union Budget 2024/25**

The Deputy Vice-Chancellor presented the report which was recommended to the Board for approval by the F&E Committee, and noted that all budgets were subject to review following student number upturn.

RESOLVED: to approve the allocation of funding to the Students' Union for 2024/25.

BG/24/21/6 **Management Accounts to 31 May 2024**
The Board received the management accounts.
Received.

BG/24/21/7 **Committee Minutes**
The Minutes of the following Committees were received:

- **Finance & Estates Committee** held on 30 April 2024
- **Nominations & Governance Committee** held on 4 June 2024
- **Employment Committee** held on 11 June 2024
- **Audit Committee** held on 18 June 2024
- **Finance & Estates Committee** held on 25 June 2024

Received.

The Staff and Student Governors left the meeting.

BG/24/22 RESTRICTED

BG/24/22/1 **Restricted Confidential Minutes of Board Meeting - 26 March 2024**
The Restricted Confidential Minutes of the Board Meeting held on 26 March 2024 were considered to be a true and accurate record of proceedings.
RESOLVED that the minutes be approved for signature by the Chair.

BG/24/22/2 **Restricted Confidential Minutes**
The Restricted Minutes of the following Committees were received:

- **Finance & Estates Committee** held on 30 April 2024
- **Employment Committee** held on 11 June 2024
- **Remuneration Committee** held on 24 June 2024
- **Finance & Estates Committee** held on 25 June 2024

Received.

BG/24/23 RESTRICTED CONFIDENTIAL
This item was deemed to be confidential and was subject to a separate restricted confidential Minute.

BG/24/24 DATE OF NEXT MEETING
A Special Board meeting was scheduled on Tuesday 24 September 2024 at 10am.

Next scheduled Board of Governors meeting was 10.00 am on Tuesday 15 October 2024. There being no further business, the meeting closed at 1.00pm.

Approved .... Date ....
Chair

Distribution: Board of Governors (excluding staff and student members),
Vice-Chancellor's Executive, Clerk & Deputy Clerk.