

UNIVERSITY OF BEDFORDSHIRE

BOARD OF GOVERNORS

Minutes of the fourteenth meeting held on 20 February 2010

Present	Dr Yasmin Jetha	Vice Chair of Governors (Acting Chair)
	Mr Stephen Ball	Independent Governor
	Professor David Barrett	Staff Governor
	Mr Adam Calvert	Student Governor
	Dr Ann Cook	Independent Governor
	Dr Geoffrey Copland CBE	Co-opted Governor
	Mrs Jane Creasy	Vice Chair of Governors
	Professor Les Ebdon CBE	Vice Chancellor
	Ms Lindsey Fidler-Baker	Co-opted Governor
	Dr Roger Holdom	Independent Governor
	Dr Martin Lockett	Co-opted Governor
	Ms Jill Millns	Co-opted Governor
	Mr Tim Paine	Staff Governor
	Mrs Gita Patel	Independent Governor
	Dame Denise Platt	Independent Governor
	Mr David Pearson	Independent Governor
Ms Carol Richmond	Independent Governor	
Ms Julie Sadlier	Student Governor	
Mr Paul Wells	Independent Governor	
Apologies	Mr Andrew Bentley	Chair of Governors
	Mr David Baggott	Independent Governor
	Mr Jeff Halliwell	Independent Governor
	Ms Caroline Moloney	Staff Governor
	Councillor Raja Saleem	Co-opted Governor
Attending	Ms Kate Boulter	Assistant University Secretary
	Professor James Crabbe	Dean of Creative Arts, Technology and Science
	Dr Jim Franklin	Registrar
	Mr Donald Harley	Deputy Vice Chancellor (Resources)
	Professor Ashraf Jawaid	Deputy Vice Chancellor (External Relations)
	Professor Mary Malcolm	Deputy Vice Chancellor (Academic)
	Ms Patricia Murchie	Director of Marketing and Communications
	Mr Adrian Parry	University Secretary and Clerk to the Governors
	Ms Martina Rohr	Academic Registrar
Professor Andrew Slade	Pro Vice Chancellor (Research and Enterprise)	

UB223 Conflicts of interest

- 223.1 None of those present declared a conflict of interest in relation to the matters on the agenda.

UB224 Constitutional and membership matters

- 224.1 The Board received a report that provided an update of membership and constitutional matters.

224.2 RESOLVED: The Board agreed:

- (a) The appointment of Tabitha Aldrich-Smith to the Board as a co-opted member.
- (b) The appointment of Martin Lockett as a member of the Audit and Compliance Committee.

UB225 Minutes of the twelfth meeting of the Board, held on 26 November 2009

225.1 The minutes of the previous meeting were agreed as an accurate record and approved for signature.

UB226 Matters arising

- 226.1 (202.2) HEFCE had notified the University that its bid for additional student numbers (ASNs) had been unsuccessful.
- 226.2 (203.2(ii)) HEFCE had provided the University with an initial assessment of its recruitment position that indicated that the recruitment cap on Home/EU new entrants had been exceeded by 323 full-time students. The University disputed this assessment and believed that it had complied with the recruitment cap. It would make a robust argument that HEFCE had not taken account of additional student numbers (ASNs) received from the East of England lifelong learning network and had incorrectly included TDA and NHS funded student numbers and students following equivalent level qualifications (ELQs).
- 226.3 (208.2(vi)) HEFCE had confirmed that it will withdraw targeted funding allocations from 2010-11 for old and historic buildings and for accelerated and intensive provision of postgraduate taught subjects in price band D. The targeted allocation for foundation degrees will be phased out by 2011-12.
- 226.4 (210.2(i)) The University had appointed a preferred bidder to replace Liberty Living and to take forward the construction of the student residences.

UB227 Transnational Education: Preston University

- 227.1 The Board received a report that provided a summary of the potential to establish a transnational education (TNE) partnership with Preston University in Ajman.
- 227.2 The following points were made in discussion:
- A clearly articulated set of principles were required to guide expansion of the University's TNE activities. Expansion should be supported by a clear strategy based upon these principles.
 - The Quality Assurance Agency (QAA) draft audit report had recommended that the University should establish a formal strategy for international activities. The strategy would be considered by the Academic Board and then brought to the Board for endorsement.
 - The potential rewards of transnational education relationships needed to be balanced against the potential risks. All potential rewards and risks needed to be identified and quantified.
 - Care should be taken to ensure that TNE operations did not recruit students who would otherwise have come to the UK to study at the University.
 - The proposals responded to the wish expressed at the Board residential meeting held in February 2008 that the University should expand its TNE activities as a response to the tightening of visa regulations. These proposals had been held in abeyance due to the timing issues associated with the QAA audit.

- The University was entering a turbulent funding environment and needed to plan for a significant reduction in public funding. Increased TNE activities would help to mitigate funding cuts.

227.3 RESOLVED: The Board agreed that the University should develop a formal strategy for international activities and that this should be submitted to the Board for endorsement.

227.4 RESOLVED: The Board noted the report.

UB228 Student Code of Conduct and Disciplinary Procedure

228.1 The Board received a report that proposed refinements to the Student Code of Conduct and Disciplinary Procedure to enable the University to better deal with matters of student misconduct.

228.2 The following points were made in discussion:

- The refinements were needed to enable the University to deal more effectively with a number of student misconduct issues that had not been foreseen when the current Student Code of Conduct and Disciplinary Procedure had been devised.
- The Student Union had been consulted and fully supported the refinements.
- Members of the Student Experience Committee had reviewed the refinements and were satisfied that they were practical and necessary.
- It would be necessary to periodically review the Code and Procedure to ensure that it continued to enable the University to deal appropriately with all matters of student misconduct.

228.3 RESOLVED: The Board agreed the revisions to the Student Code of Conduct and Disciplinary Procedure.

UB229 Standing orders and terms of reference

229.1 The Board received a report that proposed amendments to the terms of reference for each Board committee. The report also proposed that the Standing Orders for the Board and Committees should be updated to reflect the current Board committee structure.

229.2 In discussion, it was noted that recommendations that were considered by correspondence required ratification by all committee members.

229.3 RESOLVED: The Board agreed the revisions to the Standing Orders for the Board and its Committees and to the terms of reference for Board committees

UB330 Confirmation of matters decided at the residential meeting

330.1 The Board received a report that summarised the key matters discussed at the annual residential meeting.

330.2 The following points were made in discussion:

- A strong international recruitment performance was vital. This required new products that were geared to international markets as well as high-quality services that met international students' study and social needs. It was important that international students acted as ambassadors for the University when they returned to their home countries.

- Consideration should be given to how internal structures and processes could be organised to maximise income generation. Simple and effective mechanisms were needed to bring products to market swiftly.
- The University needed to identify more novel and tailored approaches for meeting employers' demands for training and development.
- Sustainability was a key issue. This was not just an issue of environmental sustainability but also included the steps that the University would take to sustain its academic character and financial solvency.
- The University needed to ensure that it integrated and aligned its activities to maximise the benefits of synergy and to use resources effectively. It was particularly important that the estates strategy was clearly aligned with the academic portfolio.
- The recession provided opportunities as well as challenges. The University needed to be alert to good investment opportunities.

330.3 RESOLVED: The Board agreed that the annual Board Residential Meeting should continue to be held in February as this enabled it to continue to make a timely and meaningful contribution to the University's planning cycle.

330.4 RESOLVED: The Board noted the report.

UB331 Any Other Business

331.1 It was noted that two new student governors would be appointed to the Board for the next academic year. Consideration should be given to their induction needs to ensure that they understood their role and responsibilities as governors.

UB332 Next meeting

332.1 The next meeting of the Board would be held on 13 May 2010 at Bedford.

Adrian Parry
University Secretary and Clerk to the Governors
25 February 2010