



Board of Trustees Meeting
Saturday 5th October 2019 11:00am
The Royal Society of Medicine

Present:	Dr Diana Walford (Chair) Alison Allden OBE (Deputy Chair) David Barker David Barnes Ken Batty Carol Burns Rachel Clarke Marguerite Dennis Tatiana Doronina (Student Union President) Matthias Feist Liz Jenkins Dominic Laffy Dominic O'Rourke Martin Potter Professor Geoff Smith (Vice-Chancellor & CEO)
Apologies:	Mary Kerr Rosalyn Schofield Dr Stephen Ellis (Interim Dean of BaM)
In attendance:	Professor Matthew Cragoe (Provost & Deputy Vice-Chancellor) Professor Kevin Bonnett (Consulting Provost) Carl Teigh (Finance Director) David Willey (Chief Operating Officer) Professor Paul Ryan (PVC and Dean of HASS) Sue Shutter (PVC HR) Richard Reger (Head of Governance) Alison Morgan (Assistant Company Secretary) - Minutes

1. Welcome from the Chair

- 1.1. The Chair welcomed everyone to the meeting, including the new Vice-Chancellor & CEO, Professor Geoff Smith and new Provost & Deputy Vice-Chancellor, Professor Matthew Cragoe.

2. Apologies for absence

- 2.1. Apologies were received from Mary Kerr, Rosalyn Schofield and Dr Stephen Ellis.

3. Declaration of Interests

- 3.1. There were no declarations of interests.

4. Minutes of the previous meeting

- 4.1. The Board **approved** the minutes of the meeting held on 17th July 2019, subject to an amendment to section 18.3 and removal of the reference to a named individual.

5. Matters arising

- 5.1. The Board reviewed and **noted** all the matters arising from previous meetings and the actions being taken as set out in the report.

5.2. *[Confidential material not included.]*

6. Chair's Report

- 6.1. The Chair reported on the outcomes of the recent Trustee appraisals, reminding Trustees that should they be interested in undertaking any training sessions, they should contact the Assistant Company Secretary.
- 6.2. The Deputy Chair also reminded Trustees to submit any feedback for the Chair's appraisal by 11th October.
- 6.3. The Chair advised that she had been invited to join the Council of the University of Liverpool. No objections were raised.

7. Vice-Chancellor & Chief Executive Report

- 7.1. The Vice-Chancellor (VC) presented a verbal report on recent activities at Regent's including:
- The addition of Professor Matthew Cragoe to the Senior Team as the new Provost & Deputy Vice-Chancellor, thanking Professor Kevin Bonnett for the many valuable contributions he had made during the period of transition.
 - Welcoming Regent's new and returning students: he acknowledged the work of the various teams involved (Student Services, Students' Union, Conferencing & Events and others) in putting together so effective a programme.
 - Highlights from the recent annual conference of Universities UK (UUK) particularly the government's announcement of a new post-study work visa, allowing international students to work in the UK for two years after graduation.
 - Lastly, the VC issued a general invitation to any Trustee that might like more insight into the University – e.g. through observing a Senate meeting or even attending a taught session – to get in touch with the Governance office to facilitate a visit.
- 7.2. The VC also updated the Board on the latest position with regard to Brexit: namely, that whilst there was no government commitment to funding EU student loans from 2020, or clarity on EU research funding or on the Erasmus programme, the risks to Regent's were considered low given that relatively few of our students draw UK government loans and we have received no EU research grants. If Erasmus funding were to cease, however, the University would need to consider alternative ways of maintaining staff and student exchange and mobility. Sterling's continuing fall against the Dollar and Euro is, however, making Regent's more affordable in local currencies and, perhaps as a result, EU applications have risen slightly this year.

7.3. The Board **noted** the report.

8. Academic Quality and Student Experience

8.1. The interim Provost presented the paper subtitled, 'Unlocking our Potential for Excellence: Transforming Student Experience and Success' and setting out a series of linked actions all consistent with existing, strategic priorities and our emerging Priority Projects.

8.2. In addition, the Board received an update on the Academic Regulations review as set out in the paper.

8.3. The Board **noted** the report.

9. Report from the Academic Assurance Working Group

9.1. The Deputy Chair provided an update from the September meeting of the Academic Assurance Task and Finish Group. The group was broadly content with the academic assurance reporting over the last year but made a number of recommendations for improvements as set out in the paper.

9.2. A full report will be brought to the December Board meeting, with annexes to be uploaded to the Reading Room. Trustees were invited to observe a Senate meeting, with dates to be circulated out of committee.

9.3. The Board **noted** the report.

10. Student Retention and Progression

10.1. The Dean of HASS presented the report on retention and progression, highlighting the following:

- Personal tutoring has resulted in mixed success, but work is being done to look at better ways of delivering personal tutoring.
- SEATs programme – improvements in attendance are already noted.
- Student induction – the team is looking at a longer period of induction to improve retention and progression.
- An improved dashboard will be available from January in which data will be broken down for further clarity, including by domicile.
- Foundation progression to Level 4 has shown improvements this year.

10.2. A question was raised regarding lengthening the student induction period and the impact on staff resources, along with the view that induction activities should be mandatory, which had implications for the policy allowing students arrive after the beginning of term. The Dean of HASS advised that this would be fully considered by the SPRWG.

10.3. The Board **noted** the report.

11. Student Employability and Entrepreneurship

- 11.1. Matthias Feist gave a presentation on the progress, long term goals and achievements of The Hive, reporting that all targets for year 1 had either been met, or are on schedule for being met.
- 11.2. The Board was invited to get involved in the Careers Fair to be held 23rd October to 27th November.
- 11.3. In addition, the Board was invited to sample one of the breakfast sessions held at The Hive every Thursday at 8:30am.

12. Student Recruitment

- 12.1. The COO presented the report, *[Confidential material not included.]*
- 12.2. The Board **noted** the report and expressed thanks to all staff involved in the recruitment and admissions round.

13. Marylebone Estate (Commercial, in confidence)

- 13.1. *[Confidential material not included.]*
- 13.2. The Board **noted** the report.

14. Management Accounts

- 14.1. The management accounts for the period ended 31st July 2019 (P12) showed a better than forecast position *[confidential material not included]*.
- 14.2. The Board **noted** the management accounts for the period ended 31st July 2019.

15. Progress on changing Regent's Culture

- 15.1. The PVC HR assured the Board that the work being undertaken on culture at Regent's would be incorporated into this year's Priority Projects.
- 15.2. The Board **noted** the report.

16. Performance Dashboard

- 16.1. The Board **noted** the report.

17. Board Assurance Framework

- 17.1. The Head of Governance advised that the framework will need to be revised following Board away day discussions and reviewed by the Audit and Risk Committee.
- 17.2. The Board **noted** the report.

18. Governance Update

18.1. The Head of Governance recommended the use of AdvanceHE to facilitate the Board Effectiveness Review. The Board **agreed** to devolve the decision to the Chair and Deputy Chair once negotiations are complete.

18.2. The Board **approved** the following appointments for the Vice-Chancellor and CEO:

- Directorship of Regent's Conferences & Events Ltd
- Membership of all other Committees of the Board, including as Chair of Senate, except for the Audit & Risk Committee and Remuneration Committee, where the CUC Code of Governance prevents the Vice-Chancellor being a member.

18.3. The Board **noted** the report.

19. Prevent Report

19.1. The Board **endorsed** the accountability statement, subject to the Chair approving the final figures before the 3rd December submission date.

20. Health, Safety and Wellbeing

20.1. The Board **noted** the report.

21. Directorate Report

21.1. There was no additional, Directorate business to report.

22. Report on Minutes by the Committee Chairs

22.1. The Board **noted** that no committee meetings have been held since the last Board meeting.

23. Communication from the Board

23.1. The Chair and Head of Governance would agree key items to be included in the Board Bulletin.

24. Any Other Business

24.1. None.

25. Date of next meeting

- Board Meeting and Christmas Carol Service – Wednesday 11th December 2019.

26. Upcoming Committee Meetings

- RCEL Board -23rd October
- Nominations Committee – 30th October
- Remuneration Committee – 30th October

- Estates & Infrastructure – 6th November
- HR Committee – 7th November
- Finance & Investment – 13th November

The meeting closed at 13:00pm