

NORWICH UNIVERSITY OF THE ARTS

COUNCIL

Minutes of the Council

Held on Friday 5 October 2018 at The Marchesi Room, part of the John Hurt Centre, Cinema City Norwich

Present

Mr A McMenemy (Chair)
Ms C Coleman
Prof. Lady R Cooper
Mr M Jeffries
Prof J Last
Ms H Lindsell
Ms N Nannar
Mr P Norton
Mr J Smith
Dr W Thomson (from Item 4.1)
Mr T Wood

Apologies

Mr A Grimbly
Ms A Johns
Mr I Watson

In attendance

Prof. H Carlisle
Prof. N Powell
Mrs A Robson
Prof. R Sawdon-Smith
Ms A Tubb
Mr D Williams (Clerk)

CHAIR'S OPENING REMARKS AND PROPOSALS FOR CONDUCTING MEETINGS

The Chair opened the meeting and introduced the three new members of Council.

Members' attention was drawn to the previously circulated paper on the proposed operation of the Council. The Nolan principles of public life were highlighted. Members reaffirmed their commitment to abide by the Nolan Principles.

APOLOGIES FOR ABSENCE

Apologies had been received from Mr A Grimbly, Ms A Johns and Mr I Watson.

1. ELECTION OF OFFICERS**1.1 Chair**

Mr A McMenemy was elected to the position of Chair.

1.2 Deputy Chair

Mr M Jeffries was elected to the position of Deputy Chair

1.3 Appointment of Committee Chairs

The following Committee chairs were agreed for 2018/19:

Audit – Mr A Grimbly

Finance and Resources – Mr M Jeffries

Further discussion would take place regarding the appointment of the Chair of the Personnel Committee and the Chair of the Remuneration Committee.

The Chair of Council is ex officio Chair of the Nominations Committee.

2. MINUTES OF LAST MEETING

The Board approved the minutes of the meeting held on 6 July 2018.

The Chair signed the minutes as the formal record of the meeting.

3. **MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

4. **VICE CHANCELLOR**

4.1 **Vice-Chancellor's Report: update on institutional progress**

The Vice Chancellor (VC) introduced his previously circulated report.

The developing role of the new regulator, the Office for Students (OfS), was highlighted. The recent actions of the OfS in requiring Oxford Brookes University to rework its Access and Participation Plan suggested that the relationship between the OfS and individual institutions was likely to be different to that which had existed with the Higher Education Council for England (HEFCE).

Undergraduate recruitment for 2018/19 entry had been highly successful with enrolments being c.10% up on the previous year. Given the falling numbers in the 18/19 age cohort and intense competition between institutions seeking to achieve their intended student numbers this was a very good outcome.

The recruitment of Post Graduate Taught (PGT) students had been less successful. The University had considered the reasons why, and the VC would report to the next meeting of Council on the actions being taken to address the matter for the next recruitment cycle.

VC

The results of the league tables published in the 2019 Sunday Times Good University Guide were noted. Despite the limitations of such tables, prospective students and their parents were paying increased attention to the performance of institutions in such tables.

In relation to choice of subject to study considerable adverse media attention had been directed at the low average earnings achieved by graduates in arts, design and media. Action to improve the level of this indicator, which was used in the compilation of the league tables presented a challenge to all specialist arts Universities.

Changes to the staffing base of the University were noted. Compared to the preceding year, the University was starting the academic year with fewer staffing vacancies, most notably with regard to course leaders. This was important, as course leaders played a critical role in the management and operation, and therefore the quality, of individual courses.

The 2018 results of the National Student Survey (NSS) for the University were discussed in detail. Attention was directed at those indicators, showing falls in student satisfaction when compared to 2017. These included the criteria for marking (Q8) and the aspects of organisation and management. Actions to raise levels of student satisfaction included the implementation of a central timetabling project.

Variations in rates of satisfaction between different courses, reflected, in particular, how well individual course leaders discharged their responsibilities, and the extent to which they kept students informed as to changes relating to the operation of the course.

In response to earlier student feedback, the commissioning of St. Andrews House had enabled a number of courses to be allocated dedicated teaching

and learning space. This together with provision of a common room and café for students should also enhance levels of student satisfaction in future.

While first and second year students were making extensive use of the common room, to date third year students were less likely to use the facility. This was probably due to the fact that these students had become accustomed to not having this facility in previous years. The VC offered to provide additional resources to enable events run by the students' union to take place in the common room to encourage its use by final year students.

VC/Student Union President

The VC confirmed that the University did not make unconditional offers to students for places on its courses, and that unlike a number of other higher education providers had not reduced its entry requirements in order to recruit new entrants.

4.2 CUC Governance best practice on Remuneration Committees

The Committee received a paper containing proposals to enable the University to be fully compliant with the 'The Higher Education Senior Staff Remuneration Code'.

Council approved the proposed changes to the committee structure, the terms of reference for the two new committees and the designation of the post of the Deputy Vice Chancellor as a senior post holder.

5 REPORT FROM REMUNERATION AND PERSONNEL COMMITTEE

5.1 Unconfirmed report of the meeting held on the 6 July 2018

The Council received the unconfirmed minutes of the meeting of the Remuneration and Personnel committee held on the 6 July 2018.

6 CORPORATE MATTERS

6.1 Recruitment of new members

Council received an update on the recruitment of new members. Following the responses received from external advertising three candidates had been short-listed and invited for interview. Two candidates had been interviewed, and a third candidate was scheduled to be interviewed in November. Council would receive a further update at its next meeting once the interview process had been completed.

VC/Chair

7. ANY OTHER BUSINESS

There were no matters of any other business.