

COUNCIL

**4 October 2012 at 14:00
Barnett Hill, Womersley**

MINUTES

Members:

Mr Max Taylor (Chair)	*Prof Gill Nicholls
Mr Dudley Eustace (Vice-Chair)	Prof Shirley Price
Prof Sir Christopher Snowden (President & V-C)	Mr Iain Robertson
Prof David Allen	*Mr David Rogers
Mr Thomas Chambers	Ms Sue Ryle
Dr John Forrest	Prof Jonathan Seville
Mr Jim Glover	Mr Keith Taylor
Mr Dave Halls	Ms Anne Watts
Mr Ashley Herman	Prof Steve Williamson
*Mr David McNulty	Prof Lord Robert Winston

*denotes member unable to attend

In attendance:

Mr Harri ap Rees – Director of Strategic Planning
Dr David Ashton – VP Administration and Registrar
Ms Sarah Litchfield – University Secretary & Legal Counsel (Clerk to Council)
Mr Greg Melly – VP Corporate Services
Ms Lise Richards – University Secretariat Manager (minutes)
Mr David Sharkey – Chief Financial Officer

A INTRODUCTORY ITEMS

12/43 Apologies for absence

Apologies were noted from Mr David McNulty, Professor Gill Nicholls and Mr David Rogers.

12/44 Conflicts of interest

In particular relation to the Project Tusk item, Mr Glover declared that he was still Chair of Birmingham Research Park. It was felt that this did not represent a conflict.

12/45 Minutes of previous meetings.

The minutes from the meeting held 26 July 2012 were **approved**.

12/46 Matters arising

.1 Actions

All outstanding actions covered on this agenda or not yet due. No additional matters arising were raised.

12/47 Chair's Items

- .1 The Chair welcomed Mr Jim Glover to his first meeting of Council. Council was reminded that Mr Glover joined as a new member with effect from 1 August 2012.
- .2 Council **noted** the achievements of the University community. It was further noted that the award received by Professor Sir Martin Sweeting was particularly significant in that it had arisen as a direct result of the University's international engagement activities.

B ITEMS FOR CONSIDERATION AND APPROVAL

12/48 External Environment Update

- .1 The Vice-Chancellor provided a verbal update on the external environment. Council noted the following key points.
- .2
 - A significant amount of effort had been put into ensuring Surrey had robust processes in place to deal with international student recruitment and to ensuring compliance with UKBA requirements. Compliance had been confirmed by the UKBA during its visit to the University on 3 October. It was noted that international students were worth approximately £5.2bn to the HE sector and the visa issues were likely to have a significant impact.
- .3 Surrey had fared relatively well with regard to UG student recruitment, in comparison with other universities, some of which had found themselves between 1000 and 2000 students short of target. **REDACTED AS COMMERCIALY SENSITIVE**
- .4
 - The HEFCE Key Information Set was due to go live shortly. This would provide information about each course offered. It was felt that some of the information would be open to misinterpretation and work was ongoing to improve this.
- .5
 - There had been an issue highlighted from a recent QAA quality audit involving the Surrey International Study Group. This had been resolved and work was underway to ensure robust processes were in place for the forthcoming QAA audit in China.
- .6
 - Surrey had risen to joint 15th in the National Student Survey. A couple of Surrey subjects had achieved first place, with several others achieving top ten places.
- .7 Council **noted** the external environment update.

12/49 Student Recruitment

- .1 Council was reminded that figures remained provisional until 25 October as some students were still going through the registration process.
- .2 Council was also reminded that the impact of the AAB+ off quota policy and the reduction in applications for UG home/EU recruitment had been modelled and included in the forecast in the Shelley budget, taking the changes in policy into account.

.3 **REDACTED AS COMMERCIALY SENSITIVE**

.4 The question was raised as to what action could be taken by vice-chancellors to lobby government, particularly in respect of the student visa issues. It was noted that whilst this was recognised as a serious issue, with a potential impact of around £16bn on the UK economy, it would require the commitment of at least all of the top ten universities who were currently reluctant to come forward. The Vice-Chancellor confirmed he would be happy to discuss this further with Lord Winston.

.5 Council **noted** the latest student recruitment report.

12/50 HR Annual Report

.1 Council **noted** the report circulated and agreed that if any issues were identified from the report, these could be discussed at the November meeting.

12/51 University Plan

.1 Council **noted** the updated University level balanced scorecard and progress against objectives in the University Plan.

12/52 Risk Management

.1 It was noted that the annual review of the risk register had taken place over the summer. The key changes were that the high level risks had been reduced from 12 to 9. One new risk had been added in relation to the Vet School project. Since the review discussions had been ongoing to ensure mitigating actions were current and appropriate. It was to be noted, however, that this report did not reflect the current PG recruitment situation.

.2 Council **noted** the latest risk management report.

12/53 Council Effectiveness Review

.1 The report from the recent survey of members was **noted**. Council members were asked to feed any comments back to Lise Richards. Any actions points arising would be formulated and reported to the November meeting.

12/54 NSS Result

.1 The rise in Surrey's placement (34th to 15th) from the results of the recent National Student Survey was **noted**.

C ITEMS FOR INFORMATION

12/55 Report from the Finance Committee

.1 Finance Committee had met only recently and there had not been sufficient time to circulate a written report, therefore an oral update was provided by the Chair of Finance Committee. It was noted that the written report would be circulated following this meeting, for information.

12/56 Report from the Executive Board

.1 The report from the Executive Board was **noted**.

12/57 Project Tusk / Launchpad

Exemption from publication under Section 43 of the Freedom of Information Act is claimed for these minutes on the grounds of commercial sensitivity.

REDACTED AS COMMERCIAL SENSITIVE

D CLOSING ITEMS

12/58 AOB

.1 None

12/59 Dates of Future Meetings

All meetings (except away days) are at 16:30 unless otherwise advised.

2012:

22 November Oak 1&2 / dinner in Ivy)

2013:

21 March, 25 July, 21 November

**Mr Max Taylor
Chair of Council
22 November 2012**