

## UNIVERSITY OF WARWICK

### Open minutes of the meetings of the Council held on 10 and 11 July 2018

- Present:** D Normington (Chair), K Bedell-Pearce (Treasurer), Dr N Bentley, A Bhalla, Professor D Branch, Professor A Clarke, V Cooke (Vice-Chair), Professor S Croft (Vice-Chancellor), Professor C Ennew (Provost), Dr J Ferrie, N Gordon, Professor L Green (from item 127/17-18 to 129/17-18), Professor C Hughes (Pro-Vice-Chancellor (Education)) (from item 130/17-18), P Kehoe, Dr D Keith, M Kynaston (Democracy and Development Officer for the Students' Union), A Penfold (from item 130/17-18), Professor L Roberts, N Sachdev, Professor P Thomas (Pro-Vice-Chancellor (Research)), G Tucker, H Worsdale (President of the Students' Union).
- Apologies:** K Gadhok, J MacNaughton, A Pulford, Professor S Swain (Pro-Vice-Chancellor (External Engagement)).
- In Attendance:** Dr S Ball (Couch Perry Wilkes (Environmental Building Services Consultants)) (for item 137/17-18), P Berczuk (Steer Davies Gleave (Transport Consultants)) (for item 137/17-18), J Breckon (Director of Estates) (for item 137/17-18), R Drinkwater (Group Finance Director), S Emms (BDP (Masterplan Consultants)) (for item 137/17-18), M Ferguson (Director of Development) (for item 146/17-18), D Gibbons (Programme Manager) (for item 137/17-18), Dr R Hutchins (Director of Strategy and Policy) (from item 127/17-18 to 137/17-18), C Lewis (Head of Strategic Programmes and Governance) (for item 137/17-18), C Luck (Head of Welcome and Student Internationalisation Manager) (from item 127/17-18 to 129/17-18), L McCarthy (Assistant Secretary), G McGrattan (Director of the People Group) (from item 127/17-18 to 129/17-18), C Nielsen (BDP (Masterplan Consultants)) (for item 137/17-18), I Rowley (Director of the Engagement Group) (for item 146/17-18), B Pithouse (Head of Institutional Resilience) (for item 144/17-18 to 145/17-18), R Sandby-Thomas (Registrar), E Tew (Assistant Registrar (Governance)), S Tuersley (Secretary to Council).
- NOTE:** L Jackson, incoming President of the Students' Union, was welcomed to the meetings as an observer.

Note: Some items are noted as "Exempt information not included" as they contain information that would be withheld from release to the public because an exemption under the Freedom of Information Act 2000 applies.

#### 127/17-18 Appointment of Secretary to Council

REPORTED: (by the Chair)

That Council members had approved the appointment of Sharon Tuersley as Secretary to Council, by correspondence on 29 June 2018, following a standard interview process.

#### 128/17-18 \*Strategic Topic for Discussion: Culture and Values

CONSIDERED:

A report on the University's provision regarding wellbeing (C.81/17-18 {restricted}), alongside a presentation on the work undertaken by the Students' Union (SU) to tackle racism and sexual harassment.

REPORTED: (by the Provost)

- (a) That the Equality and Diversity Committee (EDC) was an advisory committee of the University, which also had an oversight role in initiatives such as Athena SWAN, Race Equality Charter Mark, Stonewall Equality Index and the Business Disability Forum.
- (b) That work was continuing to develop Warwick's Respect agenda, with the academic promotions process also having been revised to enhance transparency and fairness.
- (c) That whilst positive initiatives were in progress, there was scope to expand on this activity to incorporate Warwick's culture and values, noting that the recently appointed Director of Social Inclusion would be responsible for leading on this piece of work.

(by the Registrar)

- (d) That recent incidents, including the high profile case resulting in the suspension of a number of Warwick students (minute 100/17-18 refers), had revealed that more could be done at the University to support staff and student wellbeing.
- (e) That, accordingly, a race training programme was being developed for staff and a scheme encouraging students to reflect on their cultural assumptions when travelling abroad would be expanded to encompass day to day interaction at the University.
- (f) That the newly introduced Welcome Week, would be a week at the start of the autumn term comprising of c1,000 activities to welcome new students, having a focus on wellbeing and it would also provide an opportunity for the University to instil positive cultural behaviours in its students.

(by the President of the Students' Union and the Democracy and Development Officer for the Students' Union)

- (g) That their presentation focussed on the challenges that Warwick and the wider sector faced in relation to sexual violence, sexism and racism, the relevant initiatives that were currently in place at the University and recommendations on further action that could be taken.
- (h) That sexual violence and harassment appeared to be prevalent in the Higher Education (HE) sector, for example, a survey undertaken by Revolt Sexual Assault revealed that 62% of students experienced sexual assault whilst at university, with Universities UK (UUK) calling on universities to do more to tackle sexual violence and harassment through adoption of institution-wide approaches.
- (i) That current initiatives that were already in place to address this issue, included the #WeGetConsent campaign and the appointment of an Independent Sexual Violence Advisor (ISVA), however, the recent high profile incident at Warwick (minute 100/17-18 refers) had highlighted that further action should be taken.
- (j) That to further address this challenge the SU recommended:
  - (i) Institutional-wide support for the development of an intervention initiative, with the aim of rolling out the scheme to all first year students.

- (ii) A review of the reporting system related to lodging complaints of sexual harassment/violence, noting that few students were satisfied with the current system.
  - (iii) An institutional response to the National Union of Students (NUS) Staff-Student Sexual Misconduct Report.
  - (iv) Support and collaboration between the University and the SU in relation to the #WeGetConsent campaign.
- (k) That there had been widespread coverage in the media with regards to incidences of racism at universities, with the Independent reporting that racist incidents at UK universities had risen by more than 60% in two years.

[Exempt information not included]

- (m) That the current initiatives to tackle racism at the University were the Speak Out campaign, highlighting BME students' experiences of everyday racism on campus and the Warwick Anti-Racism Society's report setting out key areas of concern and a set of recommendations.
- (n) That recommendations from the SU to further address racism on campus were:
- (i) Tailored welfare provision for BME students, for example, appointment of BME counsellors.
  - (ii) Comprehensive race training for staff, particularly for student-facing supportive roles.
  - (iii) Review of the University reporting system for racist incidents, noting that only one in five Warwick students currently felt comfortable reporting incidences of racism.
- (o) That the Council were invited to reflect on the following key questions:
- (i) What is the role of the University in tackling these issues? Are we doing enough? Where are the gaps?
  - (ii) What are our institutional standards of behaviour for both students and staff?
  - (iii) What is going on across the institution? How can we ensure a joined up approach?
  - (iv) Do we have a comprehensive strategy for tackling these culture/values issues? Who is leading on this? How are students involved?

(by members and attendees of the Council)

- (p) That the statistics presented were very concerning, noting that this was a sector-wide issue and not just specific to Warwick.
- (q) That it would be useful to understand the scale of these issues at Warwick, in comparison to other universities, with the case load of the ISVA providing an idea of the incidence rate.

- (r) That the exit interview process could provide insight into the prevalence of cultural challenges at Warwick and whether this had influenced a staff member's decision to depart from the University.
- (s) That Warwick's culture and values were at the core of the new University Strategy, which would provide an opportunity for a more joined up approach in dealing with these challenges.
- (t) That academic leadership, as well as strategic leadership, was required to instil positive cultural behaviours across the University.
- (u) That there were lessons to be learned from the private sector on how to manage staff against ethical behaviours.
- (v) That clear and consistent messaging on what behaviour was and was not acceptable at Warwick needed to be communicated to all staff and students, so that it was embedded across the entire University.
- (w) That the Dignity at Warwick Policy provided a framework to outline what constituted acceptable behaviour at the University.
- (x) That inappropriate behaviour could manifest in unintentional ways, particularly as the terminology related to Equality, Diversity and Inclusion was constantly evolving, noting that a learning environment should be cultivated so that staff and students felt comfortable in seeking assistance to understand unfamiliar concepts.
- (y) That staff and students needed a forum to reflect on their own behaviour, with unconscious bias training offering an effective means of adjusting automatic patterns of thinking, and ultimately eliminating discriminatory behaviours.
- (z) That the culture and values of Warwick should not stop at the boundaries of the campus, the local community should be involved in shaping the University's cultural direction.
- (aa) That there was a tendency to focus on quantitative metrics, noting that qualitative information on individual's everyday experiences on campus would also be crucial in addressing cultural challenges.

RESOLVED:

That the report on the University's provision regarding wellbeing, as set out in paper (C.81/17-18 {restricted}), alongside the presentation on the work undertaken by the SU to tackle racism and sexual harassment, be noted.

129/17-18 Equality and Diversity Committee

CONSIDERED:

A report from the meeting of the EDC held on 11 May 2018 and the progress made on key developments in Equality, Diversity and Inclusion during 2017/18 (C.82/17-18).

REPORTED: (by the Provost)

That in light of the strategic discussion on culture and values (minute 128/17-18 refers), the Annual Equality, Diversity and Inclusion Report would include more contextual information to support the metrics presented.

RESOLVED:

That the report from the meeting of the EDC held on 11 May 2018 and the progress made on key developments in Equality, Diversity and Inclusion during 2017/18, as set out in paper C.82/17-18, be noted.

130/17-18 Conflicts of Interest

REPORTED: (by the Chair)

- (a) That, should any members or attendees of the Council have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with The Committee of University Chairs Higher Education Code of Governance (2014).

(by A Bhalla)

- (b) That the Saintbury Trust (of which Anita Bhalla was a Trustee) had recently awarded Warwick Arts Centre a grant of £5,000 in relation to its education work.

131/17-18 Minutes

CONSIDERED:

The minutes of the meeting of the Council held on 15 and 16 May 2018.

RESOLVED:

That the minutes of the meeting of the Council held on 15 and 16 May 2018 be approved.

132/17-18 \*University Strategy (minute 102/17-18 refers)

REPORTED: (by the Vice-Chancellor)

- (a) That the visual elements of the University Strategy were in the process of being developed, with a soft launch scheduled for September 2018.
- (b) That the Strategic Workplan being submitted to the Council in October 2018, would demonstrate the cohesion of the Education and Research Strategies to the overall University Strategy.
- (c) That the Away Day in February 2019 would provide an opportunity for the Council to reflect on the implementation of the Strategy, and consider the longer term work related to the 'grand challenges'.

133/17-18 \*Establishment of the IT and Data Security Committee (minute 111/17-18 refers)

REPORTED: (by the Chair)

- (a) That it had been determined that an IT and Data Security Committee would not be established as a sub-committee of the Council.
- (b) That, instead, an internal committee was being developed by the Registrar, which would report to the Steering Committee in the same vein as the Health and Safety Committee, with the Audit and Risk Committee (A&RC) also having a standing item on its agenda.
- (c) That the Finance and General Purposes Committee (FGPC) would have strategic oversight of IT strategy and the progress of major IT projects, with pertinent issues being escalated to the Chair of FGPC and reported to the A&RC as appropriate.

134/17-18 \*Revised Terms of Reference of the Finance and General Purposes Committee and the Financial Plan Sub-Committee (minute 110/17-18 refers)

REPORTED: (by the Chair)

That in light of the above (minute 133(c)/17-18 refers), the terms of reference of the FGPC would be further updated and submitted to the Council in October 2018 for formal approval.

135/17-18 Council Memberships

REPORTED: (by the Chair)

- (a) That the thanks of the Council had been extended to the following departing members at the Council members' dinner on 10 July 2018:
  - (i) Independent members Dr Neil Bentley, Kamini Gadhok and Joan MacNaughton.
  - (ii) Student representatives Hope Worsdale and Michael Kynaston.
  - (iii) Academic representative Aileen Clarke.
- (b) That there would be a number of vacancies on the Council and its sub-committees from 2018/19, with suggestions for appointments welcomed from members, noting that individuals with finance/chartered accountancy experience in the commercial sector or experience of setting senior pay in sectors outside HE were particularly required.
- (c) That, on the recommendation of the Vice-Chancellor, members were invited to approve the appointments of Professor Andy Lavender, Head of Theatre Studies, and Professor Patrick Unwin, Department of Chemistry, as academic members of the FGPC with effect from 1 August 2018.

(by the Vice-Chancellor)

- (d) That Professor Andrew Lockett, Dean of Warwick Business School (WBS), had been elected as an academic member of the Senate to serve on Council, commencing from 1 August 2018.

RESOLVED:

That Professor Andy Lavender and Professor Patrick Unwin be appointed as academic members of the FGPC with effect from 1 August 2018.

136/17-18 \*Vice-Chancellor's Business

CONSIDERED:

A report from the Vice-Chancellor (C.83/17-18 {restricted}) on the following items of business.

(a) Warwick in California

REPORTED: (by the Vice-Chancellor)

That as Warwick had now formally ended its relationship with the University Development Fund (UDF), the Council were invited to approve the disestablishment of the University of Warwick in California Sub-Committee.

[Exempt information not included]

(c) Recent Institutional Successes

REPORTED: (by the Pro-Vice-Chancellor (Education))

That Warwick had ranked fourth out of 242 institutions across Europe in the Times Higher Education Europe Teaching Rankings 2018.

- (d) TEF Update
- (e) Welcome Week
- (f) Results of Student Disciplinary Action
- (g) Recent Appointments

RESOLVED:

- (a) That the report from the Vice-Chancellor, as set out in paper C.83/17-18, be noted.
- (b) That the disestablishment of the University of Warwick in California Sub-Committee be approved.

137/17-18 \*Strategic Topic for Discussion: University Masterplan Refresh

CONSIDERED:

A report on the progress of the University Masterplan refresh and a presentation on the concepts that were under consideration (C.84/17-18 {restricted}).

REPORTED: (by the Director of Estates, BDP Consultants and Steer Davies Gleave Consultants)

- (a) That the aim of this presentation was to inform the Council of the progress that had been made to the Masterplan refresh to date, introduce the concepts under consideration and present the emerging development principles.

- (b) That the refresh of the Masterplan was underpinned by the principles of the new University Strategy, the Capital Plan and the growth scenarios that had been modelled as part of the size and shape piece of work.

[Exempt information not included]

- (d) That to accommodate this growth, improved or alternative transport solutions would need to be identified.
- (e) That the University would need to promote behavioural changes in its staff and students to alleviate local traffic congestion, it being noted that single car occupancy was a particular issue for Warwick, even though 45% of staff lived within a five mile radius of the campus.
- (f) That regional developments in the period to 2030 would help to improve transport around campus, such as the High Speed 2 initiative and the A46 link road, however, a solution in the shorter term would be required.
- (g) That transport issues had featured strongly in the engagement sessions that had been held in the early stages of the Masterplan process.

[Exempt information not included]

- (i) That the next steps were to engage with a wider audience on the emerging options, test financial viability and develop a viable and credible transport system.

(by members and attendees of the Council)

- (j) That connections to the wider area would be important in developing the Masterplan, specifically working with the local authorities.
- (k) That the University would need to be mindful of inclusivity in relation to its growth, for example, proposed housing developments in the mixed use communities should include both private and social housing.
- (l) That it might not be necessary to scale up the campus to the degree identified, given that digital learning and teaching models would reduce the number of students physically on campus, alongside reduced public footfall in light of the digitisation of banking and retail etc.
- (m) That the concepts presented in paper C.84/17-18 {restricted} did not appear to address all transport challenges, noting that the use of smart city technology could help to address these challenges.
- (n) That qualitative data on the reasons why staff and students were not minded to use public transport, or relocate to the area, would be required to facilitate behavioural changes around single car occupancy.
- (o) That incentives would need to be introduced to reduce single car occupancy, for instance, incentivised car sharing and public transport schemes.
- (p) That the University should work with local transport providers to improve public transport so that individuals were more inclined to use it.
- (q) That the Masterplan should not rely on outside initiatives to address transport issues, as it was possible that they might not come to fruition.



- (r) That long distance commuters to the University should not be disregarded, as Warwick's central location in England was advantageous.
- (s) That more insight was needed on how the Masterplan could help retain Warwick students in the local area after graduation by promoting employment opportunities.
- (t) That it should be borne in mind that communities were a diverse mix of generations, with the mixed use spaces needing to appeal to older generations as well as students.
- (u) That it would be useful to create a central point on campus that could be used as a reception space for members of the public.
- (v) That commercial opportunities should be pursued to offset the significant investment that would be required to implement the Masterplan.
- (w) That the Masterplan should remain visionary at this stage and not become stalled on points of detail.
- (x) That Warwick should make use of its Research Teams to generate ideas as to how the campus can be improved and transport issues can be resolved.

RESOLVED:

That the update on progress of the University Masterplan refresh, as set out in paper C.84/17-18 {restricted}, be noted.

138/17-18 \*University Financial Plan 2018

CONSIDERED:

The draft University Financial Plan 2018 (C.85/17-18 {restricted}).

REPORTED: (by the Treasurer)

- (a) That the financial planning process had been rigorously conducted, with the Financial Plan Sub-Committee (FPSC) comprehensively reviewing each iteration of the plan.
- (b) That many of the risks to the financial planning assumptions were beyond the University's control, specifically the possible changes to the state funding regime and geopolitical factors which could impact on recruitment of overseas students.
- (c) That the Office for Students (OfS), the new sector regulator, had asked for five years' worth of financial forecasts to be submitted to them, compared to three years as required by the previous regulator.

(by the Vice-Chancellor)

- (d) That the Financial Plan was predicated on the strategic choices that had been made as part of the development of the University Strategy, for instance, the decision to distribute investment to maintain a balanced portfolio of subjects.

[Exempt information not included]

(v) That the FGPC recommended the plan to the Council for approval.

(by Dr J Ferrie)

(w) That there could be a more effective means of presenting spend per student FTE, so that the Council could be reassured that non-value added costs were at an appropriate level.

[Exempt information not included]

(by the Registrar)

(y) That a Simplify, Collaborate, Deliver (SCD) project had recently been commissioned to drive down costs within administrative departments without impact on quality and the student experience.

(by the incoming President of the Students' Union)

(z) That the University's surplus levels appeared quite high for a charitable institution, it being appreciated that surpluses were being raised to invest in the student experience.

(by the President of the Students' Union)

(aa) That the University needed to be cognisant of not applying inflationary increases to overseas student fees to a point at which Warwick seemed expensive in comparison to its competitors.

RESOLVED:

(a) That the draft Financial Plan 2018 and the financial forecast submissions to the OfS, as set out in paper C.85/17-18 {restricted}, be approved.

(b) That the thanks of the Council be recorded to the Finance Team for producing a robust Financial Plan in a challenging planning environment.

#### 139/17-18 \*Proposed Merger of the Faculties of Medicine and Science

CONSIDERED:

A report on the proposed merger of the Faculties of Medicine and Science (C.86/17-18 {restricted}).

REPORTED: (by the Provost)

(a) That it was proposed to merge the Faculties of Medicine and Science, due to the ineffective governance arrangements of a single department Faculty (i.e. the Faculty of Medicine).

(b) That, on the recommendation of the Senate, it was proposed to form a new Faculty: the Faculty of Science, Engineering and Medicine, with effect from the 2018/19 academic year.

(c) That it would be ensured that the research and teaching links between the Medical School and the Faculties of Arts and Social Sciences were sustained.

RESOLVED:

That the proposal to merge the Faculties of Medicine and Science, to form the Faculty of Science, Engineering and Medicine, with effect from the 2018/19 academic year, as set out in paper C.86/17-18 {restricted}, be approved.

140/17-18 Report from the Assembly

CONSIDERED:

A report from the meeting of the Assembly held on 29 June 2018 (C.87/17-18).

REPORTED: (by Vice-Chancellor)

- (a) That, linked to the Council discussion on Warwick's culture and values (minute 128/17-18 refers), Statute 24 was being reformed to align the terms and conditions of academic members of staff to those of professional services staff to ensure parity.
- (b) That this reform had raised concern within Warwick's academic community, with particular regard to potential infringements on academic freedom.
- (c) That a Senate Sub-Group on Statute 24 had been established to address the concerns of the academic community, with a motion incorporating mechanisms to protect academic freedom being brought to an Assembly meeting on 29 June 2018 for consideration.
- (d) That it was concluded at the Assembly that staff needed more time to consider the implications of the motion, in the wider context of the University's review of its Governing Instruments.
- (e) That the Assembly would therefore be reconvened at a meeting in the autumn term.

(by Professor D Branch, Chair of the Senate Sub-Group on Statute 24)

- (f) That the primary mechanism to protect academic freedom, as recommended by the Senate Sub-Group, was the establishment of the Academic Freedom Review Committee (AFRC), who would adopt an early stage role in academic disciplinary and redundancy cases.

(by the Provost)

- (g) That it had been determined that the reform of Statute 24 would be a separate process run in parallel to the reform of the University's Charter and other Statutes, being undertaken as part of the Governing Instruments Review (minute 141/17-18 refers).
- (h) That informal advice would be sought over the summer from the Privy Council on the proposed reform of Statute 24, whilst consultation was ongoing with the Trade Union and wider staff.

RESOLVED:

That the report from the meeting of the Assembly held on 29 June 2018, as set out in paper C.87/17-18, be noted.

141/17-18 \*Review of Governing Instruments

CONSIDERED:

A report on the draft revised Charter and Statutes for the University (C.88/17-18 {restricted}).

RESOLVED:

That the draft revised Charter and Statutes for the University, as set out in paper C.88/17-18 {restricted}, be approved for submission to the Privy Council for an informal iterative review.

142/17-18 \*Report from the Senate

CONSIDERED:

A report from the recent meetings of the Senate (C.89/17-18 {restricted}) on the following items of business:

(a) Education and Research Strategies

REPORTED: (by the Vice-Chancellor)

- (i) That the Education and Research Strategies would not be approved by the Council at this meeting and would be brought back for consideration in October 2018 as part of the Strategic Workplan.

(by Dr J Ferrie)

- (ii) That it would be useful to have some information on the areas of research that the University was planning to invest in, to support Council's consideration of the Research Strategy.

- (b) Risk Management Policy  
(c) Proposed Revisions to University Regulations  
(d) Student and Alumni Deaths

RESOLVED:

That the report from the recent meetings of the Senate, as set out in C.67/17-18 {restricted}, be noted.

143/17-18 \*Students Union Governance

CONSIDERED:

A report presenting the SU's Annual Statement of Compliance 2017/18 and proposed revisions to the SU Articles of Association (C.90/17-18 {restricted}).

REPORTED: (by the President of the Students' Union)

- (a) That the SU Articles of Association were required to be reviewed every five years, with the latest review process having commenced in 2017, it being noted that no significant changes were proposed.

- (b) That the proposed new Articles of Association had been presented to a SU meeting convened under the Companies Act 2006, at which they were passed by members.

RESOLVED:

- (a) That the SU Articles of Association, as set out in Appendix 1 of paper C.90/17-18 {restricted}, be approved for adoption by the SU.
- (b) That the Annual Statement of Compliance 2017/18, as set out in Appendix 2 of paper C.90/17-18 {restricted}, be noted.

144/17-18 \*Risk Management Policy

CONSIDERED:

The revised University Risk Management Policy (C.91/17-18 {restricted}).

REPORTED: (by the Head of Institutional Resilience)

- (a) That the Risk Management Policy had been updated to simplify the content and reflect the ongoing development of the risk management framework, noting that there had been no changes in the responsibilities attributed to certain staff members.
- (b) That alongside the review of the policy, risk appetite statements for each category of risk were being introduced, with draft statements having been considered by the University Executive Board (UEB) and A&RC.
- (c) That on 10 July 2018 a report from an external auditor on the most effective means of operationalising the risk appetite statements had been received, noting that the Head of Institutional Resilience would work with the Head of Internal Audit to implement the recommendations arising from this report.

(by the Vice-Chair)

- (d) That a good discussion on this matter had taken place at the A&RC meeting on 10 July 2018 and the committee were supportive of the proposed approach.

(by the Treasurer)

- (e) That the University's definition of risk appetite, as set out in paper C.91/17-18 {restricted}, should be amended to "The total amount of risk that the University is willing to accept to enable the continuing delivery of effective operations, outcomes, and innovation in pursuit of the University's goals and objectives".

(by A Penfold)

- (f) That consideration should be given to removing the word "unnecessary" from the risk appetite statement related to Safety.
- (g) That the category for risk appetite in regard to Legal should potentially be amended to 'averse'.

(By Dr D Keith)

- (h) That, additionally, the category of risk appetite related to Reputation should be amended to 'cautious'.

(by the Chair)

- (i) That as this was an operational matter, the final decisions relating to the University's appetite for risk would be the responsibility of the Senior Executive.

RESOLVED:

That the revised University Risk Management Policy, as set out in paper C.91/17-18 {restricted}, be approved, subject to consideration of the amendments outlined above.

145/17-18 \*University Risk Update: Summer Term 2017/18

CONSIDERED:

A report on the status of the University's key risks (C.92/17-18 {restricted}).

REPORTED: (by the Head of Institutional Resilience)

- (a) That this was the second biannual update on risk in 2017/18, with there being no reported changes to any of the risk statuses of the University's top five risks.
- (b) That following previous discussions at the Health and Safety Executive Committee and A&RC, the progress of the Occupational Health and Safety Management System had been accelerated, with the target date for achievement of the net risk status moved from July 2020 to July 2019.
- (c) That a minor re-articulation of the risk related to GDPR has been made to reflect the University's responsibilities under the Data Protection Act 2018.
- (d) That significant progress had been made in ensuring full compliance to the GDPR, due in part to the growth of the Information and Data Compliance Team, it being recognised that further action was required to reduce the risk status to an acceptable level.
- (e) That a holistic review of the risks associated to Tier 4 visa compliance and regulatory compliance would be undertaken over the summer, with the outcomes presented in the autumn term.

(by the President of the Students' Union)

- (f) That it was unclear whether the risks related to Safety encompassed the wellbeing of staff and students, it being noted that the points raised during the Council's discussion of the University's culture and values (minute 128/17-18 refers) could usefully be incorporated into the risk register.

(by N Sachdev)

- (g) That the IT risk appeared quite low considering that all the operation and functions of the University were dependent on IT systems.

[Exempt information not included]

RESOLVED:

That the Institutional Risk Register for the summer term 2017/18, as set out in paper C.92/17-18 {restricted}, be approved.

146/17-18 \*Renaming of the Gift Acceptance Committee to the Fundraising Ethics Committee

CONSIDERED:

A proposal to rename and re-scope the Gift Acceptance Committee into the Fundraising Ethics Committee (C.93/17-18 {restricted}).

REPORTED: (by the Director of Development)

- (a) That it was proposed that the Gift Acceptance Committee be renamed the Fundraising Ethics Committee, and that its terms of reference be updated to better reflect its role and provide clarity on areas of ambiguity.
- (b) That previously the committee placed focus on philanthropic gifts once they had been solicited, whereas it would now be intended to review the risks pre-solicitation and prior to acceptance of the gift.
- (c) That the Fundraising Ethics Committee would meet twice a year, with a virtual meeting convened in exceptional circumstances.

[Exempt information not included]

(by the Pro-Vice-Chancellor (Research))

- (e) That the Research Team would welcome a discussion on whether a similar process needed to be implemented for the acceptance of research prizes.

(by the Vice-Chair)

- (f) That the Nominations Committee would need to give consideration to the appointment of the independent members on the Fundraising Ethics Committee.

(by the Chair)

- (g) That the Council should have a substantive discussion on fundraising activity at a future meeting.

RESOLVED:

- (a) That the renaming of the Gift Acceptance Committee to the Fundraising Ethics Committee be approved.
- (b) That the terms of reference of the Fundraising Ethics Committee, as set out in Appendix 1 of paper C.93/17-18 {restricted}, be approved.

147/17-18 \*Report from the Audit and Risk Committee

CONSIDERED AND ADOPTED with the resolutions as set out below, an oral report from the meeting of A&RC held on 10 July 2018 on the following items of business:

(a) Health and Safety

REPORTED: (by V Cooke, Chair of A&RC)

That the level of the University's Health and Safety risk exposure had significantly reduced with good progress being made towards the achievement of Occupational Health and Safety Advisory Standard 18001.

(b) GDPR

REPORTED: (by V Cooke, Chair of A&RC)

That the committee was reassured by the significant progress that had been made in ensuring that the University was fully compliant with the GDPR.

RESOLVED:

That the oral report from the meeting of the A&RC held on 10 July 2018 be noted.

148/17-18 \*Report from the Finance and General Purposes Committee

CONSIDERED AND ADOPTED with the resolutions as set out below, a report from the meeting of the FGPC held on 26 June 2018 (C.94/17-18 {restricted}) on the following items of business:

[Exempt information not included]

- (b) University Financial Performance – Quarter 3, 2017/18
- (c) University Financial Plan 2018
- (d) Update on the progress of the National Automotive Innovation Centre and the Advanced Propulsion Research Laboratory
- (e) Report from the Board of Subsidiary Companies

RESOLVED:

That the report from the meeting of the FGPC held on 26 June 2018, as set out in paper (C.94/17-18 {restricted}), be noted.

149/17-18 \*Report from the Nominations Committee

CONSIDERED AND ADOPTED with the resolutions as set out below, a report from the meetings of the Nominations Committee held on 15 May 2018 and 10 July 2018 (C.95/17-18 {restricted}) on the following items of business:

- (a) Council Members continuing for a Second Year Term commencing 1 August 2018

REPORTED: (by the Chair)

That Deborah Keith and Neil Sachdev had been reappointed as independent members of the Council for a second three year term as of 1 August 2018 to 31 July 2021.



(b) Appointments to Council and Council Sub-Committees

REPORTED: (by the Chair)

That Council members were invited to approve the appointment of Yewande Akinola, a Chartered Engineer, as an external member of the University Estate Committee (UEC) to commence with effect from 1 August 2018.

(c) Current Vacancies on Council and Council Sub-Committees

REPORTED: (by Dr N Bentley)

That it would be useful for the Council to have sight of the list of current vacancies on the Council and its sub-committees, noting that consideration should be given to the use of recruitment agencies in making appointments.

RESOLVED:

- (a) That the report from the meetings of the Nominations Committee held on 15 May 2018 and 10 July 2018, as set out in paper C.95/17-18 {restricted}, be noted.
- (b) That the appointment of Yewande Akinola as an external member of the University Estate Committee with effect from 1 August 2018 be approved.
- (c) That a list of current vacancies on Council and its sub-committee be circulated to members.

150/17-18 Register of Members' Interests

REPORTED:

That a copy of the Register of Interests of members of the University Council was available from the Secretary to Council's Office, noting that the Secretary to Council would be writing to continuing and new members of the Council who would serve in 2018/19, in order to request that members provide updated information for the register.

151/17-18 \*Report from the University Estate Committee

CONSIDERED AND ADOPTED with the resolutions as set out below, a report from the meeting of the UEC held on 21 June 2018 (C.96/17-18 {restricted}) on the following items of business:

- (a) Masterplanning and Public Realm
- (b) Draft Capital Plan 2018
- (c) Annual Maintenance Plan Priorities
- (d) Capital Projects
- (e) Property, Land and Titles
- (f) Subgroup Reporting
- (g) Renaming of Surveyor Court

RESOLVED:

That the report from the meeting of the UEC held on 21 June 2018, as set out in paper C.96/17-18 {restricted}, be noted.

152/17-18 \*Report from the Research Governance and Ethics Committee

CONSIDERED AND ADOPTED with the resolutions as set out below, a report from the meeting of the Research Governance and Ethics Committee (RGEC) held on 11 June 2018 (C.97/17-18 {restricted}) on the following items of business:

- (a) The University Research Integrity Annual Statement
- (b) GDPR
- (c) Research Integrity and Ethics Training Update
- (d) Research Governance and Ethics Sub-Committee Resolutions

RESOLVED:

- (a) That the report from the meeting of the RGEC held on 11 June 2018, as set out in paper C.97/17-18 {restricted}, be noted.
- (b) That the Annual Statement on Research Integrity 2017/18, as set out in Appendix 1 of paper C.97/17-18 {restricted}, be approved.
- (c) That the Annual Statement on Research Integrity 2017/18 be made publically available on the University website.

153/17-18 Chaplaincy Annual Report

CONSIDERED:

An annual report from the Chaplaincy (C.98/17-18).

RESOLVED:

That the annual report from the Chaplaincy, as set out in paper C.98/17-18, be noted.

154/17-18 Awards and Distinctions

RECEIVED:

A report setting out the awards and distinctions conferred on members of the University since the meeting of the Council held on 16 May 2018 (C.99/17-18).

155/17-18 Future Meeting Dates of the University Council and Term Dates

CONSIDERED:

A list of proposed dates of future meetings of the University Council for the academic years 2018/19 to 2022/23 and University terms dates from 2018/19 until 2028/29 (C.100/17-18).

RESOLVED:

- (a) That the confirmed dates for the meetings of the Council for the 2018/19 academic year, as set out in Appendix 1 of paper C.100/17-18, be noted.
- (b) That the provisional dates for the meetings of the Council from the academic year 2019/20 to 2022/23, as set out in Appendix 1 of paper C.100/17-18, be noted.

- (c) That the term dates for 2028/29, as recommended by the Senate and set out in Appendix 2 of paper C.100/17-18, be approved.

156/17-18 Amendments to University Ordinances

CONSIDERED:

A report requesting amendments to University Ordinances (C.101/17-18).

RESOLVED:

- (a) That the proposed amendments to University Ordinance 7 on Constitution of the Boards of the Faculties, as set out in Appendix 1 of paper C.101/17-18, be approved for the first time.
- (b) That the proposed amendments to University Ordinance 9 on Constitution of the Boards of the Faculties, as set out in Appendix 2 of paper C.101/17-18, be approved for the first time.

157/17-18 Amendments to University Regulations

CONSIDERED:

A report requesting confirmation of amendments to University Regulations (C.102/17-18).

RESOLVED:

- (a) That the proposed amendments to University Regulation 6 on Admission to the University, as set out in Appendix 1 of paper C.102/17-18, be confirmed.
- (b) That the proposed amendments to University Regulations 8.3, 8.4 and 8.13 on Regulations for First Degrees, as set out in Appendix 2 of paper C.102/17-18, be confirmed.
- (c) That the proposed amendments to University Regulation 8.10 on Regulation for the Degrees of Bachelor of Medicine and Bachelor of Surgery (MBChB) and for the Bachelor of Medical Sciences (BMedSci), as set out in Appendix 3 of paper C.102/17-18, be confirmed.
- (d) That the proposed amendments to University Regulation 9 on Constitutions of Boards of Examiners, as set out in Appendix 4 of paper C.102/17-18, be confirmed.
- (e) That the proposed amendments to University Regulation 11 on Procedure to be adopted in the Event of Suspected Cheating in a University Test, as set out in Appendix 5 of paper C.102/17-18, be confirmed.
- (f) That the proposed amendments to University Regulation 20 on Governing the consideration of Honorary Graduands and Honorary Graduates, as set out in Appendix 6 of paper C.102/17-18, be confirmed.
- (g) That the proposed amendments to University Regulation 23 on Governing Student Disciplinary Offences, as set out in Appendix 7 of paper C.102/17-18, be confirmed.

- (h) That the proposed amendments to University Regulation 32 on Courses of Study Validated or Franchised by the University, as set out in Appendix 8 of paper C.102/17-18, be confirmed.
- (i) That the proposed amendments to University Regulation 34 on Determination of Fitness to Practise, as set out in Appendix 9 of paper C.102/17-18, be confirmed.
- (j) That the proposed amendments to University Regulation 36 on Student Registration, Attendance and Progress, as set out in Appendix 10 of paper C.102/17-18, be confirmed.
- (k) That the proposed amendments to University Regulation 38.12 on Regulations for the Degree of Doctor of Clinical Psychology, as set out in Appendix 11 of paper C.102/17-18, be confirmed.
- (l) That the proposed amendments to University Regulation 42 on Governing Academic Appeals, as set out in Appendix 12 of paper C.102/17-18, be confirmed.
- (m) That the establishment of University Regulation 43 on Regulation for Undergraduate Degree Apprenticeships, as set out in Appendix 13 of paper C.102/17-18, be confirmed.
- (n) That the establishment of University Regulation 44 on Regulation for Postgraduate Degree Apprenticeships, as set out in Appendix 14 of paper C.102/17-18, be confirmed.

158/17-18 Chair's Action

RECEIVED:

A report setting out actions taken by the Chair on behalf of the Council since the meeting of the Council held on 16 May 2018 (C.103/17-18).

159/17-18 Dates of Future Meetings

REPORTED:

That the future meetings of the Council for the 2018/19 academic year were as follows:

|                             |                   |
|-----------------------------|-------------------|
| Tuesday, 16 October 2018    | 1.45pm to 9.30pm  |
| Wednesday, 17 October 2018  | 9.00am to 2.00pm  |
| Tuesday, 20 November 2018   | 5.00pm to 9.30pm  |
| Wednesday, 21 November 2018 | 9.00am to 2.00pm  |
| Tuesday, 5 February 2019    | 11.00am to 9.30pm |
| Wednesday, 6 February 2019  | 9.00am to 2.00pm  |
| Tuesday, 14 May 2019        | 5.00pm to 9.30pm  |
| Wednesday, 15 May 2019      | 9.00am to 2.00pm  |
| Tuesday, 9 July 2019        | 5.00pm to 9.30pm  |
| Wednesday, 10 July 2019     | 9.00am to 2.00pm  |

As at 6 December 2018