

THE COUNCIL



Minutes of the meeting held on 28 June 2021

Present:

The Chair of Council
The Treasurer
The Vice-Chancellor
The Pro Vice-Chancellor
Independent Members

Ms L McGillivray
Mr M Williams
Professor D Richardson
Professor F Lettice
Mr S Blease
Mr J Clayton
Dr S Howes
Miss G Maclean
Dr K Skoyles
Ms J Wheeler
Mr A Wood
Mr S Evans
Dr L Bohn
Professor R Chakraborty
Mrs D Mailey
Ms E Payne

Members appointed by Senate

Member appointed by the Support Staff
Student Representatives

With: The Chief Resource Officer and University Secretary (Mr I Callaghan), the Chief Operating Officer (Ms J Baxter), the Director of Finance, (Mr J Brown), the Assistant Registrar (Ms L Williams) and the Head of Employee Engagement & Internal Communications (Ms R Holmes).

In attendance: The Pro Vice-Chancellor Student Experience and Education (Professor E Sutton), The Pro Vice-Chancellors of Faculty (Professor S Barrow, Professor F Bowen, Professor Charles French-Constant and Professor M Searcey).

Absent: Student representative (Hamish Williams).

90. MINUTES AND ACTIONS

Confirmed

the minutes of the Council meeting held on 10 May 2021 and reviewed the actions log

91. MATTERS ARISING

None

92. APOLOGIES

Professor N Ward, Mr M Davies, Professor D Edwards

93. STATEMENTS BY THE CHAIR

- The Chair noted that this was the last meeting for the members listed below. Sincere thanks were offered to each for their valued contributions.
 - Neil Ward (ex-officio)
 - Laura McGillivray, Chair (15 years)
 - Kathryn Skoyles, Deputy Chair (10 years)
 - Mark Davies, Audit Committee (3 years)
 - Daisy Mailey – Member appointed by Support Staff (3 years)
 - Louise Bohn – Member appointed by Senate (3 years)
 - Hamish Williams (1 year)
 - (Lizzie Payne - re-appointed for another year)
 - Dylan Edwards last meeting as PVC-FMH and retiring from the University
- In Queen's Honours list, University alumni were honoured: KBE Michael Houghton DBE Sarah Gilbert
- First meeting for Charles French-Constant, taking over as new PVC FMH.
- Deputy Chair thanked the Chair on behalf of Council, working tirelessly for the University especially as her entire period of office as Chair was during the pandemic. Supported by Sally Howes, incoming Chair.
- The VC added his thanks to the Chair and Deputy Chair as this was their last Council meeting.
- Face to face meetings – Council, SORC and Governance will be face to face in the new academic year (subject to any government recommendations to the contrary).

94. DECLARATIONS OF CONFLICTS OF INTEREST (IF ANY)

Sally Howes – remains Chair of Surrey University Research Park, standing down in 2 weeks.

95. CONFIRMATION OF CHAIR'S ACTION

96. MEETINGS SINCE THE LAST COUNCIL MEETING

- Sainsbury Centre Board (26 April 2021)
- Inclusive Education Committee (18 May 2021)
- Audit Committee (21 May 2021)
- Senate (2 June 2021)
- Equality, Diversity & Inclusion Committee (14 June 2021)
- Learning and Teaching Committee (16 June 2021)
- Finance Committee (25 June 2021)

*97. BUDGET AND FINANCIAL FORECASTS

This minute is confidential and attached as a separate sheet.

*98. DIGITAL STRATEGY

This minute is confidential and attached as a separate sheet.

99. RISK MANAGEMENT

Considered

a confidential report from the Chief Resource Officer in respect of Risk Management including the high-level risk register. (A copy is filed in the Minute Book, ref. COU20D064)

100. UPDATES TO STATUTES AND ORDINANCES

Received

recommendations for updates to the Statutes and Ordinances from the Chief Resource Officer and University Secretary.

Approved

- (1) A Special resolution to recommend amendments to the Statutes to the Privy Council and the Office for Students.
- (2) A resolution to approve amendments to the Ordinances.

101. ADMISSIONS UPDATE

Received

a confidential update from the Associate Director of Admissions and Applicant Engagement on the current admissions position (A copy is filed in the Minute Book, ref. COU20D066)

102. PREVENT: OUTCOME OF ANNUAL MONITORING REPORT

Received

a letter from the Office for Students detailing the outcome of the annual monitoring process in respect of the University's Prevent duty. (A copy is filed in the Minute Book, ref. COU20D067)

103. GOVERNANCE UPDATE

Received

a report from the Chief Resource Officer and University Secretary in respect of governance matters. (A copy is filed in the Minute Book, ref. COU20D068)

104. THE COUNCIL: MEMBERSHIP

Reported

- (1) an election has taken place resulting in the nomination of Mr Kristopher Harper as the Support Staff representative to serve on Council for the period 1 August 2021 to 31 July 2024.
- (2) Senate has nominated Dr Usha Sundaram as their representative to serve on Council for the period 1 August 2021 to 31 July 2024.

Approved

- (1) the appointment of Mr Kristopher Harper to Council in the Support Staff category.
- (2) the appointment of Dr Usha Sundaram to Council as a Senate representative.

105. SENATE

Received

an annual report from Senate to Council (A copy is filed in the Minute Book, ref. COU20D069)

106. ITEMS FOR REPORT

Received

the following Item for Report:

1. Sealings
2. Heads of Schools for 2021/22

Reported

the current Heads of Schools. The date shown is the planned end date of their term of office. Where only a year is shown the end date will be 31 July in that year.

107. STUDENT EXPERIENCE COMMITTEE

Received

an annual report from the Student Experience Committee (SEC) (A copy is filed in the Minute Book, ref. COU20D071)

108. DATES OF MEETINGS IN 2021/22

Reported

that the meetings of Council in 2021/22 have been confirmed as:

- Monday 4 October 2021, 09.30-14:00

- Monday 29 November 2021 – Council Strategy Day – All day (09:30-18:00)
- Monday 24 January 2022, 09:30-14:00
- Monday 14 March 2022, 09:30-14:00
- Monday 9 May 2022 – Council Strategy Day – All day (09:30-18:00)
- Monday 27 June 2022, 09:30-14:00

****109. REPORT FROM SENIOR OFFICERS' REMUNERATION COMMITTEE**

This minute is confidential and reserved and attached as a separate sheet.