

MINUTES
Board of Governors

APPROVED/CONFIRMED

MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS HELD AT 3.00PM ON 28th JUNE 2023 IN ROOM KH BS2038, BUSINESS SCHOOL, KINGSTON HILL CAMPUS

PRESENT: Francis Small (Chair), Pedro Barra, Stephan Burow, Sandra Campopiano (Vice Chair), Jane Hargreaves, Dirk Kahl, Roger King, Caroline Mawhood, Yasmin Noor, Bimal Patel, Tom Smyth, Steven Spier, Katy Taylor

IN ATTENDANCE: Andrew Boggs, University Clerk; Louisa Green, Executive Director, Student Services; Caroline Harries, Chief Operating Officer; Martyn Jones, Deputy Vice-Chancellor; Helen Laville, Provost; Annabel Mabin, UKS (*for item 15*), Grace Richards, UKS (*for item 15*), Kate O'Doherty, Governance Support Manager (minutes)

Formal matters

42. Apologies

42.1 Apologies for absence were received from Alison Osborne, Andrew Pearce and Jason Pemberton-Billing. The meeting was deemed quorate.

43. Conflicts of Interest

43.1 Bimal Patel, Stephan Burow, Dirk Kahl, Caroline Mawhood and Tom Smyth declared an interest in item 7: *Extension of Governors' tenure* (Paper BG 39/22).

43.2 No other conflicts of interest were declared.

44. Minutes of the Board of Governors held on 22nd March 2023

44.1 The minutes of the Board of Governors meeting held on 22nd March 2022 were **approved**.

45. Matters Arising / Action Grid (Paper 37/22)

45.1 The Board **noted** the action grid and the updates presented.

46. Use of the University Seal (Paper BG 38/22)

46.1 The Board **ratified** the actions set out in the paper.

Chair's Business

47. Discussion on impact of development of Artificial Intelligence (AI) in the Higher Education sector – verbal update

47.1 The Vice-Chair's updates were welcomed by the Board.

47.2 The Board **noted** the updates and the agreed **action**

[The Board agreed that the individuals named in the following paper remain in the meeting for consideration of this item]

48. Governor tenures (Paper BG 39/22)

48.1 The Board **approved** the paper.

49. Board Terms of Reference (Paper BG 40/22)

49.1 The Board **approved** the updated Board Terms of Reference.

50. Revisions to Articles of Government – verbal update

50.1 The Board welcomed the verbal update provided by the Chair and the agreed **action**.

Vice Chancellor's Business

51. Vice-Chancellor's report (Paper BG 41/22)

51.1 The Vice-Chancellor's updates were welcomed by the Board

51.2 The Board **noted** the paper.

52. Town House Strategy Progress (Paper BG 42/22)

52.1 The Vice Chancellor's updates were welcomed by the Board.

52.2 The Board **noted** the paper and the agreed **action**.

53. COO Update (Paper BG 43/22)

53.1 The Board welcomed the updates from the Chief Operating Officer.

53.2 The Board **approved** the paper.

54. Proposed new Strategic Risk Register (SRR) and Business Continuity Update (Paper BG 44/22)

54.1 The Board welcomed the updates from the Deputy Vice-Chancellor

54.2 The Board **endorsed** the revised format of the Strategic Risk Register and the agreed **action**.

Board Business

55. Final OfS five year financial plan (Paper BG 45/22)

55.1 The Board welcomed the updates from the Chief Operating Officer.

55.2 The Board **approved** the Financial Forecast for the period to 31 July 2028.

Annabel Mabin and Grace Richards, joint interim deputy CEOs of UKS, joined the meeting for the following item

55. Union of Kingston Students (UKS) Annual Report (Paper BG 46/22)

55.1 The Board welcomed the updates from UKS.

55.2 The Board **noted** the paper.

Clerk's Report: Regulation and Governance

56. HE Regulation & Policy Update (Paper BG 47/22)

56.1 The Board welcomed the updates from the University Clerk.

56.2 The Board **noted** the paper.

57. Scheme of Delegation – Annual Review (Paper BG 48/22)

57.1 The University Clerk introduced the paper which presents the updated Scheme of Delegation following its annual review.

57.2 The Board **approved** the updates to the Scheme of Delegation.

Annual Reports and Items to be Noted

58. Kingston University Sustainability Plan Update (Paper BG 49/22)

58.1 The Board welcomed the updates from the Chief Operating Officer.

58.2 The Board **noted** the paper.

59. Annual Report on Bullying and Harassment 2022/23 (Paper 50/22)

59.1 The Board welcomed the updates from the Executive Director for Students.

59.2 The Board **noted** the paper.

60. Omnibus Report on Student Complaints and Collaborative Partnerships Monitoring 2021/22 (Paper BG 51/22)

60.1 The Board welcomed the updates from the Executive Director for Students.

60.2 The Board **noted** the paper.

61. Annual Equalities Monitoring Report (Paper BG 52/22)

61.1 The Board welcomed the updates from the Chief Operating Officer

61.2 The Board **noted** the paper.

Any Other Business

62. The Board welcomed updates from the Chair.

62.1 The Board placed on record its thanks to the Student Governor for 2022-23 who was stepping down from their role.

62.2 The Board also place on record their thanks to the University Clerk and the Deputy Vice-Chancellor both of whom were leaving Kingston.

Dates of forthcoming Board meetings:

Thursday 28th September 23 (*to incorporate Governor training / development + ECE Faculty introduction)

Tuesday 28th November 23

Wednesday 20th March 24

Wednesday 8th May 24

Wednesday 26th June 24

Dates of forthcoming Academic Council meetings:

TBC

Signed: Francis Small (Chair)