

MINUTES
Board of Governors

CONFIRMED

MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS HELD AT 9.30AM ON WEDNESDAY 20TH MARCH 2022 IN THE 5TH FLOOR CORNER ROOM, TOWN HOUSE, PENRHYN ROAD CAMPUS

PRESENT: Francis Small (Chair), Pedro Barra, Stephan Burow, Sandra Campopiano (Vice Chair), Samad Chaudhry, Ian Jennings, Dirk Kahl, Roger King, Alison Osborne, Bimal Patel, Andrew Pearce, Tom Smyth, Steven Spier, Katy Taylor

IN ATTENDANCE: Louisa Green, Executive Director for Students; Caroline Harries, Chief Operating Officer; Helen Laville, Provost; Adrian Parry, University Secretary; Kate O'Doherty, Governance Support Manager (minutes)

[The meeting was preceded by a Future Skills Taster Session from 9.00-10.00am, presented by Ali Orr, Director of Student Development and Graduate Success and Professor John Craig, Pro Vice-Chancellor (Education).]

The Chair welcomed back Pedro Barra who, following the Academic Staff Governor election, was to share the role with Behrouz Zafari who had received the same number of votes. Pedro would serve the first 18 months of the term until April 2026. Behrouz Zafari would take over for the remaining 18 months, to October 2026.

The Chair also introduced the newly elected Professional Services Staff Governor, Ian Jennings, who gave a brief overview of his background and experience. The Chair noted that due to Ian's position as co-chair of Kingston's Unison Branch there may be potential for a conflict of interest at certain items. This interest would be declared at the appropriate times.

Formal Matters

37. Apologies

37.1 Apologies for absence were received from Caroline Mawhood. The meeting was deemed quorate.

38. Conflicts of Interest

38.1 No conflicts of interest were declared.

39. Minutes of the Board of Governors held on 28 November 2023

39.1 The minutes of the Board of Governors held on 28th November 2023 were **approved**.

40. Matters Arising / Action Grid (Paper 21/23)

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

41. Ratification of Decisions taken by Chair's Action / Use of the University Seal (Paper BG 22/23)

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

Chair's Business

42. Governor Recruitment (*verbal update*)

- 42.1 The Chair's updates on the current position regarding governor recruitment were welcomed by the Board.

Vice-Chancellor's Business

43. Vice-Chancellor's Report (Paper BG 23/23)

- 43.1 The Vice-Chancellor's updates were welcomed by the Board.
43.2 The Board **noted** the paper.

44. Town House Strategy Update (Paper BG 24/23)

- 44.1 The Vice-Chancellor's updates were welcomed by the Board.
44.2 The Board **noted** the paper.

45. University KPIs: Student Success, Future Skills Attainment Performance 2022/23, Research, Knowledge Exchange (Paper BG 25/23)

- 45.1 The Provost and Deputy Vice-Chancellor introduced the paper which provided an update on achievement against four KPIs: Research; Knowledge Exchange; Student Success; and Future Skills attainment.
45.2 The Board **noted** progress against the four KPIs.

Board Business

45. Staff Governor Elections (Paper BG 26/23)

- 45.1 The Board **noted** the outcome of the recent Staff Governor election.

46. Union of Kingston Students Update (*Verbal Update*)

- 46.1 The President of the Union of Kingston Students (UKS) made a short presentation that provided an overview of UKS, its Board and governance structure, team members and the key events of the year.
46.2 The following **action** was agreed:
46.2.1 The UKS President and Executive Director for Students to work together to develop KPIs relating to the students' union specific activities, to allow progress to be measured and considered and subsequently reported to the Board. **[President, UKS / Executive Director for Students]**

47. Board and Committee Dates 2024/25 (BG 27/23)

- 47.1 The Chair introduced the paper which set out the schedule of Board and Committee dates for the 2024-25 academic year.
47.2 The Board **agreed** the meeting dates for 2024-25 as set out in the paper.
47.3 The Board **agreed** that the Board meeting / away day tentatively scheduled for September would not take place, with the content scheduled instead for the May meeting.

Clerk's Reports: Regulation and Governance

48. Higher Education Regulation & Statutory Update (Paper BG 28/23)

- 48.1 The University Secretary's updates were welcomed by the Board.
48.2 The Board **noted** the paper.

Annual Reports and Items to be Noted

49. Development and Fundraising Annual Due Diligence Report (Paper BG 13/23)

- 49.1 The Executive Director for Students introduced the paper, which provided assurance of the due diligence processes deployed for scrutinising the provenance of income received from donors in the 2022/23 academic year.
- 49.2 The Board **noted** the paper.

50. Health and Safety Annual Report 2022/23 (Paper BG 30/23)

- 50.1 The University Secretary's updates were welcomed by the Board.
- 50.2 The Board **noted** the paper and wished to **record its thanks** to the Head of Health, Safety and Security Strategy and his team for their work.

[University Secretary to note]

Any Other Business

There were no other items of business.

Dates of forthcoming meetings:

9.30am, Wednesday 8 May 24 ("Horizon Scanning" Day)

3.00pm, Wednesday 26 June 24

Dates of forthcoming Academic Council meetings:

1.00pm, Wednesday 1 May 2024

1.00pm, Wednesday 3 July 2024

Signed: Francis Small (Chair)

Date 27.06.24