

**Fylde College**  
**Minutes of the Syndicate**  
**16 June 2015**

**1. Apologies**

Mandy Chetwynd, Chris May, Dessita Petrova, Hannaa Ashraf, Njay Sharpe

**2. Fylde Windows**

The Principal reported that the windows replacement project for Fylde had been put on hold for the foreseeable future.

**3. Extra-ordinary Meeting of the Syndicate – 24 June 2015**

Notice was given that there would be an extra-ordinary meeting of Syndicate on 24<sup>th</sup> June to ratify the appointment of a new Principal. All were encouraged to attend in order to make the meeting quorate. Syndicate's decision at that meeting would be forwarded to the Pro Chancellor for confirmation by the Council.

**4. Appointment of a new College Principal**

The interviews for new Principal would take place on 23 June. The term of appointment of the current Principal expires on 31 July this year. Fylde, Cartmel, Lonsdale and Bowland colleges will all have appointed new Principals this year. The Principals of County, Furness and Grizedale have all come to the end of their 3-year of terms of appointment and are eligible to be re-appointed by confirmation of their respective Syndicates if no other candidates stand.

**5. Appointment of a new Senior Advisor**

Shelagh Milligan was stepping down as Senior Advisor after 4 years with Fylde. The Principal thanked Shelagh for her much valued contribution to the welfare of Fylde students. The interviews for a new Senior Advisor would take place on 18<sup>th</sup> June.

**6. Adoption of a new College Advisor System**

The Principal announced that a new Advisor system would be introduced in September. It will be based on the piloted Pendle CAT system which has a small team of staff who will be alerted from a central mailbox to any student issues. There will also be regular drop-in sessions. The team will also work with the new student well being advisors who will be recruited soon.

**7. Appointment of new Assistant Deans**

Three male students had been selected as assistant deans for this year. This does represent a gender imbalance however they were the best candidates (and the Dean is of course female!)

**8. Senate**

**V-C Reports**

**UMAG Business:**

**League Tables – entry standards and NSS results.** Depending on the newspaper consulted, Lancaster was placed 9<sup>th</sup> or 10<sup>th</sup> in UK league tables. Entry points required would be between 360-380 for most Lancaster courses. As far as recruiting from state schools was concerned, Lancaster was about 10% ahead of national figures.

It was expected that there may be a dip down in NSS levels due to things like the library refurbishment disruption.

**Revised Risk Register** – the register is based on a traffic light system according to probability of occurrence measured against severity of impact with appropriate mitigating actions. "Red" issues currently involved uncertainty of the external environment, inability of management at Council level to respond to needed strategic developments for change, under-achievement in recruitment levels; failure to improve teaching quality.

**Forward Schedule of Business:**

A college relevant item: defining characteristics of a world top-100 university (July)

**University Strategic Priorities**

On a rolling annual basis the university defines 4 target priority areas. Currently these are:

- achieve a top 10 UK ranking
- increase research grant income by at least 10%
- regain our top 10 NSS position
- increase in UG applications to 15,000.

The Senate proposal was to re-define them for 2015/2016 as:

- Increase overall entry tariff for UK/EU students for 2015-16
- increase research grant income by at least 10%
- regain our top 10 NSS position
- increase in UG applications to 15,000.

**Student Academic Representation** – LUSU have produced a clearer set of guidelines for student participation in their academic departments. Academic Rep roles would be clearly defined and given recognition in the student's record of achievement and training for Reps should improve their ability to engage with academic departments. Staff/Student meeting structures and numbers of students involved would be standardised.

**Complaints and Appeals Procedures** – the guidelines had been recommended to the Senate by CSEC. A notable improvement was the clarification of representative rights of staff accompanying students to formal academic hearings.

**College Constitutions** – these have now been standardized across all colleges and formally agreed upon. It should be noted that there is some scope for emphasis of individual college identities within the opening statements of college purposes to allow for constitutions to reflect the character of their colleges.

(The Senate papers were available for current staff to view at:

<https://gap.lancs.ac.uk/Committees/senate/sms/meetings/default.aspx>)