

**Fylde College**  
**Minutes of the Syndicate**  
**28<sup>th</sup> April 2015**

**1. Apologies**

Mandy Chetwynd, Heather Willes, Dessita Petrova, Paloma Garcia Almodovar, Gabriella Rezetko, Hannaa Ashraf

**2. Fylde Windows**

The Principal said that he had attended a meeting with Facilities and other Fylde Departments at which the issue of the replacement Fylde windows was discussed. Having met several setbacks last year with a postponement needed, the future was discussed and three possible options brought up. The project would take 20 weeks.

- i) starting in the summer vacation and working through to January 2016. This was undesirable to the departments. There was nowhere for staff and teaching to decant into (unlike the project in Furness two years ago). The noise of grinding out would be disruptive.
- ii) The Departments suggested two spells of ten weeks work over the next two summer vacations. However as this would require two £140k charges for scaffolding this was an unlikely option.
- iii) A final idea was to await a major refurb of Fylde College which would take place after the Management School refurb. So the project would not take place for several years with window repairs done when needed.

**3. College Welfare Support**

URPG Funding had been granted for the equivalent of 3 full time positions for well being in the colleges. The precise role needed to be decided soon. The role holder would be closely involved with the Senior Advisor and College Administrator.

There would be one officer assigned to Grad College and .25 each for the undergrad colleges. It was noted that at the moment there were almost too many sources of help for students and a rationale should be decided upon to make everything easier. There was a danger that the new role would present yet another layer if not careful.

This should be perceived as a significant contribution to the welfare role of the colleges and if properly planned, with the highly desirable requirement of **out of hours** cover should be of benefit to staff and students.

**4. Senate Agenda**

**Colleges Review**

Minutes from last senate covered the college review. It was now necessary to start implementing the recommendations.

One of these was to start links with distance learners from partner institutions. Fylde would be piloting a connection with Ghana. This could involve sending each other films. The JCR president said that a new college film would be devised in week 9.

A working party on the role of the Assistant Deans has been set up. The latest on this is that the role of assistant deans should focus on discipline and include mediation and negotiation.

There would also be training given to enable assistant deans to identify welfare issues and to be able to signpost students to the most appropriate staff to deal with welfare issues. It is not intended for assistant deans to be required to solve welfare issues. Assistant dean training would reflect these changes. Fylde would be organizing the Assistant Dean training this year.

Another item of note was to standardise fines across the colleges.

Graduate college would require a review of its own at a later date.

The appointment of Principals was discussed.

Lonsdale had appointed Dr Charlotte Baker as new Principal with effect from 1 October.

Bowland requirement was underway with two candidates running.

The closing date for applicants for Fylde and Cartmel had just passed. For Fylde College the appointment panel would be 2 Fylde SCR members, the JCR President, one lay member of council and another college principal.

**For the Syndicate approval a quorate would be required.**

**HEFCE Funding**

The grant letter was favourable with a total recurrent grant 2015/16 of £27.7m.

### **Student Retention and Withdrawal**

This report listed a few 'facts' such as there was a perceived relationship between high entry qualifications and retention. And students were more likely to leave in the first week at University than at any other time. Infact Lancaster's retention rates were good as against the sector average (but not necessarily compared to 'competitor' groups of universities).

Mr Grace said that we were all to continue what we were doing as we were all doing very well.

### **Court Resolution on Fees**

The process has been reviewed and it is 'not in need of major modification'. The Finance and General Purposes Committee confirmed that decisions on fees/levels set for 2015/16 will not be modified. The university is reviewing how best to involve student opinion in the fee-setting process. Of note was that the university already has a £10m fund to support scholarships, bursaries and waivers in the next academic year.

### **REF Institutional Reflections**

#### **Committee Reports**

**Colleges and Student Experience Committee – would be reporting on the student survey.**

#### **4. College Residence Team**

The Principal asked to record congratulations to the residence team for being awarded a staff prize at the recent round of staff awards. The team would be presented with their award at Graduation.

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

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