

LANCASTER UNIVERSITY

Minutes of a meeting of the Council
held on 11 March 2016

PRESENT: Pro-Chancellor (in the Chair); Vice-Chancellor; Mr D. Barron; Mr J. R. Carr; Mr M. J. Dormer; Professor J. Garside; Mrs R. Georghiou; Professor S. Guy; Mr W. Hedley; Mr I. Johnson; Professor N. Johnson; Professor K. C. Jones; Mr L. King; Mr E. McLaughlin; Baroness Neville-Jones; Professor J. F. O'Hanlon; Professor E. Ritchie; Dr J. Taylor; Mrs V. Young.

IN ATTENDANCE: Miss F. M. Aiken; Mr P. Boustead; Professor A. G. Chetwynd; Professor S. P. Decent; Mr S. Franklin; Dr C. Garner (*for CO.16/16 (B)*); Dr H. Hardie; Professor S. R. A. Huttly; Professor A. W. Laing (*for CO.16/16 (B)*); Ms N. C. Owen; Mrs S. J. Randall-Paley; Mr M. Swindlehurst.

APOLOGIES FOR ABSENCE: Professor A. M. Atherton; Dr R. Boumphrey; Mr J. O'Neill; Mr A. Warriner

CO.16/11 Welcome

The Chair welcomed Mr Johnson as a new lay member of Council.

The Council noted that this was to be Miss Aiken's final meeting as University Secretary, and recorded their gratitude for the dedication and service she had given over the past sixteen years. The Chair wished Miss Aiken well for the future.

Finally, it was noted that the Council had been supported by Ms A. Pearson for twenty-five years, and members expressed their thanks for her impressive record of service.

CO.16/12 Declaration of interest

Ref: CA.1

Mr Barron declared an interest in item CO.16/16(B) as a trustee of the Work Foundation.

CO.16/13 Minutes

Ref: CA.2; documents: SEC/2016/2/0276; SEC/2016/2/0133

THE COUNCIL RESOLVED to approve the minutes of the meeting held on 29 January 2016. It was confirmed that a report on lessons learned following Storm Desmond would be brought to the May Council meeting.

CO.16/14 Vice-Chancellor's Update and Questions to the Executive

Ref: CA.3

The Vice-Chancellor presented an update on several matters which had been included in the recent monthly reports from the Executive. He took the reports as read, and informed the Council on further developments in the following areas.

- (i) The outcome from the Higher Education Review had been positive. This item would be discussed further under agenda CO.16/16(A).
- (ii) Lancaster's MBA ranking had improved significantly in 2016, and it was now 4th in the UK.
- (iii) BIS had announced the allocation of UK Research Council funding to 2019/20. There were several aspects in the letter from BIS to HEFCE, such as the continuation of HEIF funding and focus on QR research funding, which would be important for Lancaster.
- (iv) The University expected to receive its letter from HEFCE with details of its funding allocation on 19 April.
- (v) Responsibility for the Teaching Excellence Framework (TEF) had been passed to HEFCE, who were expected to announce detail on the structure of the TEF shortly.

Regarding the COMSATS partnership, the Vice-Chancellor reported that all actions agreed by the Council at the previous meeting had been undertaken. Many students had now paid for the tuition received to date, and the courses would be taught out where students had paid in full. Senior management from COMSATS had recently visited Lancaster and were pleased to continue the staff development partnership. It was noted that the Council would receive further updates on COMSATS in due course.

It was agreed that the Council would receive a report on the University's strategy for applications to the new Global Challenge Fund at a future meeting.

THE COUNCIL RESOLVED to note the Vice-Chancellor's report.

CO.16/15 President of the Students' Union: Report

Ref: CA.4; document: SEC/2016/2/0277

The President of the Students' Union introduced his written report as set out, and informed the Council that a new team of Full-Time Officers had been elected, and that the Union's democratic review was progressing swiftly. It was expected that a referendum on the new democratic structure would be held during the Summer term.

THE COUNCIL RESOLVED to note the report.

CO.16/16 Strategy

Ref: CA.5

(A) **QAA HIGHER EDUCATION REVIEW OF LANCASTER UNIVERSITY: OUTCOMES AND ACTION PLAN**

Document: SEC/2016/2/0280

The Pro-Vice-Chancellor (Education) reminded the Council that the key findings from the QAA review had previously been shared with the Council. The final report had now been received, and the actions arising from the review had been incorporated into an action plan, which would be published in early April 2016.

The Council discussed the report and concurred that the positive outcome from the review was a testament to the hard work of the staff involved in coordinating and contributing to the review.

THE COUNCIL RESOLVED to note the report.

(B) THE WORK FOUNDATION

*Document: SEC/2016/2/0279 (**Restricted**)*

[RESTRICTED MINUTE]

CO.16/17 Governance

Ref: CA.6

(A) STATUTE AND ORDINANCE REVISIONS

THE COUNCIL RESOLVED to note the fact that the Privy Council had approved the revisions to the Statutes, with one minor amendment.

(B) REPORT OF THE COURT MEETING

Documents: SEC/2016/2/0281; SEC/2016/2/0141

THE COUNCIL RESOLVED to note the minutes of the Court meeting held on 30 January 2016.

(C) CODE OF PRACTICE BETWEEN LANCASTER UNIVERSITY AND ITS STUDENTS' UNION

Document: SEC/2016/2/0268

THE COUNCIL RESOLVED to approve the new Code of Practice between the University and its Students' Union, which codified and clarified practices which were already in place.

(D) CURRENT SCHEDULE OF FUTURE COUNCIL BUSINESS

Document: SEC/2016/2/0289

THE COUNCIL RESOLVED to note the schedule of future business and to provide suggestions for additional items to the Secretariat.

(E) REPORT OF THE NOMINATIONS COMMITTEE

THE COUNCIL RESOLVED to approve the recommendation of the Nominations Committee that David Barron be re-appointed as a member of Council for a term of three years with effect from 22 March 2016.

CO.16/18 Finance: Cost of Living

Ref: CA.7; document: SEC/2016/2/0291

The President of the Students' Union presented a report on the cost of living for students at Lancaster, which had been produced in collaboration with the Provost for Student Experience, Colleges and the Library following a discussion at the Council in the previous academic year. The Council discussed the report and noted the following points.

- (i) Students would currently be unable to cover the cost of a standard student experience with the basic student loan.
- (ii) The bursary scheme was welcomed by the students, and it was important to consider the best use of this limited resource. Lancaster was currently prioritising the spending of widening participation funds on bursaries over outreach work, since this was recognised as being in the interests of current students.
- (iii) The University's Employment and Recruitment Service (ERS) was vital for many students and should be commended.
- (iv) Transparency regarding the cost of living at Lancaster had been improved in the past year, and a greater amount of information was now available for prospective students via the website.
- (v) It would be helpful if the projected costs were course-specific, since some courses involve field trips and other mandatory expenditure.
- (vi) Initiatives regarding the provision of affordable accommodation were ongoing.

THE COUNCIL RESOLVED to thank Mr Hedley for the report, and to encourage future Student Union officers to continue to monitor the living costs for students.

CO.16/19 Human Resources

Ref: CA.8

(A) HEALTH AND SAFETY ANNUAL REPORT 2014-2015

Document: SEC/2016/2/0282

The Council received the Health and Safety Annual Report 2014-15 and noted that this would be the final report in its current format, since the approval of the new Strategic Safety Health and Wellbeing (SSHAW) governance structure. Members enquired about the

actions taken following the health and safety concerns in LICA, and received assurance that the Faculty of Arts and Social Science had undertaken a complete health and safety review of the department. It was noted that LICA would have its own health and safety sub-committee under the new Strategic SHAW committee structure.

THE COUNCIL RESOLVED to note the report.

(B) **2016/17 PAY NEGOTIATIONS**

Document: SEC/2016/2/0357

THE COUNCIL RESOLVED to approve a recommendation that the University participates in national pay bargaining in 2016.

CO.16/20 Standing Committees and Reports

Ref: CA.9

THE COUNCIL RESOLVED to receive and note the reports, and confirm the actions taken on its behalf.

- (i) Colleges and Student Experience Committee, meeting of 11 November 2015 (*SEC/2016/2/0287*)
- (ii) Equality and Diversity Committee, meetings of 6 May 2015 (*SEC/2015/2/1416*) and 21 October 2015 (*SEC/2015/2/1418*)
- (iii) Finance and General Purposes Committee, meeting of 30 October 2015 (*SEC/2016/2/0290*)
- (iv) Senate, meeting of 4 November 2016 (*SEC/2016/2/0288*)
- (v) University and Students' Union Joint Committee meetings of 24 September 2015 (*SEC/2016/2/0285*), 25 November 2015 (*SEC/2016/2/0283*) and 28 January 2016 (*SEC/2016/2/0286*)