

Fylde College
Minutes of the Syndicate
14 June 2016

Present: Denise Rutledge, Jean Bennett, , Enya Anderson, Sue Summers, Louise Fielding, Ollivia Dale, Nicole Fitton, David Summers, Grant Helm, Elliott Swallow, Darren Mason, Stacey Spencer, Lucy Unsworth, Matt Barrow, Holly Laing ,Heather Willes, Suzy Wild, Dan Barcroft, Harriet Tyler

1. Apologies

Valeria Albertini, Mandy Chetwynd, Ludo Harley, Gaby Rezetko, Lauren Elliott, Harvey Messenger, Kirsty Thornton, Taryn Whitford

2. Matters Arising and Last Minutes

The minutes of the last Syndicate Meeting were agreed to as a true record of the meeting.

3. Assistant Deans

The Principal was pleased to report that assistant deans for the 2016/17 academic year had been appointed:-

Grant Helm (who would continue)

Enya Anderson

James Smith

All looked forward to working with them on the team especially as they brought experience and understanding of Fylde as all had been undergraduates in the College.

4. Court Membership

As well as the College Principal, each college was allowed to have two representatives at the annual University Court meeting. This meeting involved members from both Town and Gown and was a platform to discuss University and LUSU annual report and accounts.

There were two vacancies for Court Membership for Fylde and these would be advertised in September.

5. College Advisor Team

The college advisors for the Fylde Team were appointed on an annual basis and it was expected to interview interested staff in the near future.

6. Senate

Reports

The Principal stressed that if any students were interested in the detail of the reports they can ask for access or follow the links below.

HE White paper "Success as a Knowledge Economy"

Ensuring HE is prepared for the future

This is a long but interesting paper if you want to read more details

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/523396/bis-16-265-success-as-a-knowledge-economy.pdf

Teaching Excellence Framework Technical consultation for year two – the above white paper makes reference to TEF as this is seen as a mechanism for improving teaching quality and also covers a lot of other associated and similar areas – Widening participation, student satisfaction measures etc

The HE bill and the Establishment of an 'office for students' (OfS)

Promoting quality, choice and opportunities by HE providers and will have a power to fine etc (taking steps to introduce further market forces within HE)

International Student Barometer – no results included but actions given to SBS to undertake further analysis and identify actions.

Complete University Guide 2017 – Lancaster ranked 9th – over half of the subject areas at Lancaster now feature in the top 10

Forward Schedule of Business (Deadline to College 7th September)

- Institutional strategy refresh, including refresh of implementation plan
- Update on Estates Masterplan
- Update on College Thematic Review

Main agenda items:

University Priorities 2016/17 DVC for comment and agreement

At its meeting in June 2015, Senate approved revised institutional priorities for 2015/16. These included:-

- increase research grant income awards by at least 10%;

- Regain our top 10 National Student Survey (NSS) position;
- increase overall UK/EU applications to 15,000;
- Increase overall entry tariff for UK/EU students

Development of an Education Strategy - PVC Education

The four core themes of the strategy chime with the aims of the colleges around:

Employability, internationalisation, sustainability and inclusivity

Also

- the importance of student engagement in learning,
- teaching which is research-stimulated,
- innovation in our approaches and actions,
- our distinctiveness

Our priority: To transform people's lives and society through teaching and student experience

In order to achieve this we will commit to the following:

- C1. continue to improve on our teaching, as evidenced by the NSS and other assessments, in order to establish Lancaster as one of the highest quality teaching institutions in the UK
- C2. emphasise the transformational nature of teaching and learning enabled by Lancaster University
- C3. continue to enhance the student experience, and in particular our collegiate approach and opportunities for wider learning and development
- C4. support the development and practice of teaching and learning through internal staff development and support, including formal and informal personal development and recognition by external bodies
- C5. develop research-stimulated teaching and learning that is open, innovative and engaged, and is an exemplar to learners and universities globally
- C6. enhance our provision of flexible learning through enabling technologies, including distance and open learning

III. Maximising the benefits of our distinctiveness - combination of size, location, colleges, variety of international partnerships, green

[C2, C3]

- i. Strengthen mechanisms to ensure that the interdisciplinary potential which our distinctiveness facilitates is realised (both curricular and extracurricular) - including genuinely joint degrees, e.g. entrepreneurship
- ii. Develop more effective partnerships between staff at Bailrigg and International Teaching Partnerships to facilitate more equal partnership in teaching and enhanced opportunities for international experiences for all students
- iii. Recognise different student communities to ensure all students can gain from LU distinctiveness. EG clarify how the colleges can best support them, e.g. academic skills support development, core themes support, extra-curricular. Work out how to maximise college benefits for all student communities – what aspects of college life can be offered to non-Bailrigg based students? EG develop a more 'PG feel' through implementation of reviews of PGT and PGR
- iv. Maximise the innovative use of any learning space and ensure teaching facilities meet future needs through engagement with the estates masterplan and facilities developments (With or without technology. On or off campus. What do different groups of students see as valuable learning spaces, eg UG vs PG?)

Academic contact policy – consider and approve

Discussed at Faculty Teaching committees and with LUSU.

It does not represent a reduction in commitment, rather to clarify and improve focus, allowing for differing learning styles, disciplines etc.

TEF may well make recommendations around this.

There are lots of different styles of interactions including small group etc.

There are also a number of categories of staff who deliver teaching and tutorials., e.g. GTA other postgrads

Undergraduate Assessment Regulations – Mike Wright consider and approve

Changes to classifications; condonation and mitigating circumstances; resits; study abroad marks etc.

EDI paper Equality, Diversity and Inclusion to be highlighted to JCR welfare officers

7. College Round Up

There was little to add to the comprehensive round up from last Syndicate.

JCR

The Principal welcomed the newly elected Fylde Sports Reps , Matt Barrow and Holly Laing and wished them well for the coming year.

Also the new Welfare team , Harvey Messenger as VP Welfare, Khadeejah Ashraf and Philip Iakovidis as the new welfare reps.

Socials - Extrav – 'Once upon a 'Strav' Brothers Grimm Edition 22nd June. All was progressing well and decorations were being created.

Sport - Legends – Advertising for college teams was well underway. Summer Cups and the Carter Shield were still running
Welcome Week – Final plans for the activities were being worked out although it may take until well into the vacation to get things finalized.

SCR

Socials – A California evening of quiz and wine tasting was well attended.

Open Day – The college was helping to host the next University Open Day on 18th June and thanks given in advance for help on the Saturday where staff and students would be chatting to prospective families. Fylde would also be open on 3rd September for this.

Welcome Week – Plans were underway for Fylde Rep Induction with the first session planned for Wednesday 15th June at which a session on Diversity and Communication was planned. Attendance would be compulsory for all Reps.

LUSU inbound Exchange – the SCR would host an afternoon welcome session for visiting students from Ghana, India, Malaysia and China. Each student on the programme would be assigned to a college.

8. Window Replacement in Fylde

It was expected that Fylde main windows would be replaced over the summer. This would mean that scaffolding is likely to be up for Welcome Week. Banners would have to be hung to soften the look. Since time of writing the plans have changed and window replacement is likely to happen piecemeal over the next two years.

9. Limited Refurbishment

Each college had been promised some money towards furniture/decoration this summer. Fylde was hoping for a refresh to the Common Room (which is used by Fylde and other colleges and societies and has not seen an update for 12 years)

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

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

Next Syndicate: tbc, 1pm Fylde Common Room