

## MINUTES OF MEETING

### Full Corporation

29<sup>th</sup> September 2008

**Present:**

Robert Bland	Tony Boucher	Liz Hird	Cathryn Hodges
Tim Jones	David Kilby	Philip Langstaff	Penny Osborne
Cllr. Liz Parsons	Jenny Priestley	Cllr. David Roberts	Robert Rosson
Andy Shannon	Dominic Wilson	Martin Ward (Principal)	

**In attendance:**

Janet Beedles	- Director of Finance
Roz Conway	- Director of Curriculum
Michael Jaffrain	- Director of Quality
Paul Morgan	- Director of Information
Janet Jones	- (Clerk to the Corporation)

#### Election of Chair

1. Resolved:-

That Robert Bland be elected Chair of the Corporation for the 2008/09 academic year.

ROBERT BLAND IN THE CHAIR

#### Election of Vice Chair

2. Resolved:-

That Penny Osborne be elected Vice Chair of the Corporation for the 2008/09 academic year.

3. Apologies For Absence

None

4. Declarations of Interest

None

5. Minutes

Resolved:

That, subject to Minute 15 being amended to refer to Liam Byrne instead of Liam Burn, the minutes of the meeting held on 7 July 2008 be approved as a correct record.

6. Matter Arising:

#### Minute 4 (Matters Arising)

The Principal reported on meetings he had held with staff during which the role and responsibilities of staff governors and the link between the Joint Consultative Negotiating Committee and staff association had been clarified.

## **Appointment of Governors To Committees 2008/09 (Appendix 1/08)**

### 7. Resolved:-

That, in respect of the academic year 2008/09:

- (a) The current membership of the Audit, Finance, Curriculum, Joint Consultative Negotiating and Remuneration Committees be reappointed
- (b) That, subject to Robert Bland being appointed to the Search Committee in place of Philip Langstaff and to Philip Langstaff being appointed to Quality and Standards Committee in place of Robert Bland, the remaining current membership of the Search and the Quality and Standards Committees be reappointed.
- (c) That Cathryn Hodges, David Kilby and Dominic Wilson be appointed to the Special Committee.
- (d) That Tim Jones, Philip Langstaff and Robert Rosson be appointed to the Appeals Committee.
- (e) That the requirement that the Chair of the Joint Consultative Negotiating Committee be a member of the Remuneration Committee be deleted and that the terms of reference of the Remuneration Committee be amended accordingly.

## **Student Governors**

### 8. Resolved:-

That the appointment of Nick Campbell and Billy Pritchard as Student Governors for 2008/09 be approved and that it be noted that they would report on Student activities at each meeting of the Full Corporation during the academic year.

The Principal advised that consideration would in future be given to appointing first and second year students and having one male and one female.

## **Draft Strategic Plan 2008/09 (Appendix 2/08)**

### 9. Resolved:

That the suggested amendments to the draft strategic plan be approved and that the revised final plan be submitted to the next meeting for approval.

### 10. **Results Analysis (Appendix 3/08)**

The Director of Quality (MJN) gave a slide presentation on the preliminary analysis of

2007/08 examination results. A more detailed analysis would be submitted to the Quality and Standards Committee.

Robert Bland asked that the congratulations of the Corporation on the results be passed on to staff.

### 11. **Early Term Update (Appendix 4/08)**

The Director of Curriculum (RHC) submitted an early term update for information. Liz Hird expressed concern at the impact of vacancies in the support staff. The Principal advised that this issue was being addressed.

12. **Annual Timetable of Business for the Corporation (Appendix 5/08)**

The Annual Timetable of Business for the Corporation 2008/09 was noted.

13. **Governance (Appendix 6/08)**

(i) **Schedule of Meetings 2008/09** – for information

(ii) **Terms of Reference – Finance Committee**

14. Resolved:

That, subject to paragraph 2.2 (c) being amended to read “four other Members (at least 2 of whom must be Governors of the Corporation)”, the revised Terms of Reference of the Finance Committee be approved.

15. **Dates of Meetings**

(i) **Away Day** – Wednesday, 19 November, 2008.

(ii) **Full Corporation** – Monday, 8 December 2008 at 6.00 pm.