

Royal Holloway
University of London

COUNCIL

AGENDA

For the meeting to be held on Wednesday, 5 October 2011 at 5pm in MX034

FORMAL BUSINESS

1. MEMBERSHIP

1.1 Resignations

To note that Professor Mary Fowler would be standing down as a member of Council now that she had been appointed as Dean of Science. The election for a replacement is underway. Professor Fowler will continue as an elected academic member of Council until the election has been completed.

1.2 To welcome the following members

Mr Stephen Cox, who has been appointed as a lay member of the Council

Mr Daniel Lemberger-Cooper, President of the Students' Union, and Mr Joseph Rayment, Students' Union Chair, as an ex officio members who will serve on the Council from 1 August 2011 to 31 July 2012.

1.3 To note that Professor Clare Bradley has been re-elected to the Council for a second term of office, from 1 October 2011 until 30 September 2014, as a member of the Academic Teaching Staff, elected from among her own number.

1.4 To note that elections are underway for two members of the non academic teaching staff and one member of the academic teaching staff

2 CONFLICT OF INTEREST

To invite members to indicate if they have a conflict of interest with any agenda items.

3 MINUTES

To confirm the Minutes of the last meeting, held on 29 June 2011 (M/11/136/- M/11/247)

Attached

4 MATTERS ARISING FROM THE MINUTES

To consider any matters arising, not elsewhere on the agenda from the meeting held on 29 April 2011.

Use of Degree Awarding Powers (M/11/208)

To note that Royal Holloway's application to the Collegiate Council for permission to exercise its degree awarding powers to give RHUL degrees to students graduating from courses validated by, but not delivered by, RHUL was approved by the Collegiate Council at its meeting on 1 July 2011.

5 UNSTARRING OF ITEMS

To note the unstarling of any part B items.

PART A: MAJOR ITEMS OF BUSINESS

6 PRINCIPAL'S REPORT

To receive a report from the Principal.

CL/11/59

7 FINANCIAL MATTERS

Financial Out-turn

To note the provisional out-turn for 2010-11.

CL/11/60

To also note that the Council will be asked to approve the Annual Accounts for 2010-11 at its meeting on 21 November 2011. The Accounts will be considered by the Finance and Audit & Compliance Committees prior to the Council meeting.

8 HEFCE ASSESSMENT OF INSTITUTIONAL RISK

To note the annual HEFCE Assessment of Institutional Risk letter.

CL/11/61

9 HIGHER EDUCATION SECTOR DEVELOPMENTS

Implications of the AAB+ policy on HEU undergraduate recruitment

CL/11/62

10 POTENTIAL AMENDMENTS TO THE ACADEMIC PORTFOLIO

To receive an update on the consultation on the proposed amendments to the academic portfolio

CL/11/63

11 GOVERNANCE

11.1 Hilda Martindale Trust

To receive a report from the Chair of the Hilda Martindale Trust CL/11/64

11.2 Lay member appointments

To approve a recommendation from the Nominations Committee to appoint Mr Majid Hawa as a lay member of Council CL/11/64a

12 ELECTION OF CHAIR OF COUNCIL

12.1 To receive a recommendation on the election of a new Chair of Council from the Nominations Committee and elect a new Chair of Council. CL/11/65

12.2 To agree an extension of appointment for Sir Andrew Burns as Chair of Council until 21 November 2011 and, as a lay member until 31 December 2011.

13 ELECTION OF VICE CHAIR OF COUNCIL

To receive a recommendation on the election of a new Vice-Chair of Council from the Nominations Committee and elect a new Vice-Chair of Council. CL/11/66
To be TABLED

14 ELECTION OF A CHAIR OF THE FINANCE COMMITTEE

To receive a recommendation from the Council Executive on the election of a new Chair of the Finance Committee and to elect a new Chair of the Finance Committee. CL/11/67

15 PICTURE TOUR REPORT

To receive a report on the tour of the main picture collection to the United States and Canada. CL/11/68

PART B: ITEMS FOR REPORT AND FORMAL APPROVAL

***16 ANNOUNCEMENTS**

16.1 To note with sadness the death of Mr John Lerche. Mr Lerche had served on Council from 2004 until ill health caused his resignation in June 2010. In addition to his outstanding contribution to the work of the Council, Mr Lerche was a very active member of College committees, including the Estates Committee, the Nominations and Honorary Awards Committee and the Finance Committee. His funeral took place on Friday 2 September 2011 at St Michael and All Angels' Church, Sunninghill.

16.2 To note that a retirement dinner is being held for Professor Stephen Hill on 27 September 2011, during which his official portrait will be unveiled.

***17 REPORT OF DECISIONS TAKEN BY THE CHAIRMAN**

To note that the following decisions have been taken by the Chairman since the last meeting:

The appointment of Professor Rosemary Deem as Vice-Principal (Education)

The appointment of Professor Philip Beesley as interim Vice-Principal (Research) until a permanent appointment is made.

***18 REPORT OF DECISIONS TAKEN BY CIRCULATION**

To note that no decisions have been taken by circulation since the last meeting.

***19 ACADEMIC BOARD**

To note that no meetings have taken place since 3 June 2011. The minutes from the meeting scheduled to take place on 2 November 2011 will be available at the Council away day meeting on 21 November 2011.

***20 AUDIT & COMPLIANCE COMMITTEE**

To receive the unconfirmed minutes of the Audit & Compliance Committee meeting held on 20 July 2011.

CL/11/69

***21 FINANCE COMMITTEE**

To note that no meetings have taken place since 19 May 2011. The minutes from the meeting scheduled to take place on 27 October 2011 will be available at the Council meeting on 21 November 2011.

***22 NOMINATIONS & HONORARY AWARDS COMMITTEE**

To receive the unconfirmed minutes of the meeting of the Nominations Committee held on 6 September 2011.

CL/11/70

The minutes from the meeting held on 5 October 2011 will be available at the Council meeting on 21 November 2011.

***23 REMUNERATION COMMITTEE**

To receive the unconfirmed minutes of the meeting of the Remuneration Committee, held on 13 September 2011 and the Institutional Statement on Discrimination for noting.

CL/11/71

***24 COUNCIL EXECUTIVE**

To receive the unconfirmed minutes from the meeting of the Council Executive, held on 13 September 2011.

CL/11/72

***25 ANTI-BRIBERY POLICY AND GIFTS & HOSPITALITY POLICY**

To receive and approve the Anti Bribery and Gifts & Hospitality Policies as approved by the Audit and Compliance Committee on 20 July 2011.

CL/11/73
CL/11/74

***26 REPORT OF COMPLAINTS**

To receive a report on student complaints.

CL/11/75

***27 STATUTE 25 COMMITTEE**

A Statute 25 Grievance Committee was convened on 27 July 2011. The Committee considered four matters. One was upheld, two were not found and a compromise was agreed on the fourth matter.

***28 DRAFT COUNCIL AWAY DAY SCHEDULE**

To receive a draft schedule for the Council away days on Monday 21 and Tuesday 22 November 2011.

CL/11/76

***29 SEALING OF DOCUMENTS**

To note that the following document was sealed on 17 August 2011

- A new lease for Little Echoes nursery

***30 DATE OF THE NEXT MEETING**

The date of the next meeting is Monday 21 November 2011. This will take place during the two day away day event at Cumberland Lodge.

September 2011