

UNIVERSITY CENTRE WEST ANGLIA

Minutes of a meeting of the Directors of University Centre West Anglia held on 7th November 2014 in Milton.

PRESENT: Mr D Pomfret (Chair)
Mr S G Bennett
Ms A Clark
Professor L Dobree

IN ATTENDANCE: Miss C Ludlam
Mr C Challender

Action

224. DECLARATIONS OF INTEREST

224.1 There were no declarations of interest.

225. APOLOGIES

225.1 Apologies were received from Mike Thorne.

226. MINUTES OF THE PREVIOUS MEETING

226.1 The minutes of the meeting held on 19th June 2014 were **AGREED** as a true and correct record.

227. MATTERS ARISING

227.1 There were no matters arising.

228. COLLEGE OF WEST ANGLIA STRATEGIC UPDATE

228.1 It was noted that recruitment of 16 -18 year old students was challenging and demographics would continue to decline for the next 3 years although there had been a 6% increase partially due to a rise in the participant age to 18.

228.2 It was reported that there was a dip in functional skills and it continued to be a challenge.

- 228.3 It was reported that in order to receive funding students needed to undertake maths and English GCSEs in addition to their chosen course of study (where they achieved a D grade; functional skills where they failed to secure at least a D). Last year the number of students went from 150 to 630 in GCSE English. This was a challenge and it was difficult to find teaching staff.
- 228.4 It was reported that the £2.5m Creative Studios building in Kings Lynn had completed and the Wisbech part campus redevelopment was underway. It was reported that the University Centre building was the next project and analysis was currently being undertaken by NAUSP on the capital funding bid.
- 228.5 It was reported that the College had developed additional European links which had a positive impact on staff and students.
- 228.6 It was noted that there was more success than ever before with world skills. 5 students had made the UK finals. The College had more UK finalists than any other college in the eastern region.
- 228.7 It was reported that the Big Data Project was a huge initiative backed by Aventa and a project that the College wanted to work with ARU on as a Higher Education partner. A suite of programmes was requested by the end of this year although this time frame may not be realistic.
- 228.8 It was noted that a draft report had been commissioned on the Cambridge Master Plan for accommodation and long term thinking. This report would be shared once finalised.

229. ANGLIA RUSKIN UNIVERSITY STRATEGIC UPDATE

- 229.1 It was reported that recruitment was about 200 off target at core but those numbers should be picked up in the January 2015 intake. Collaboration numbers were continuing to grow and were higher than ever before at 15,000 students.
- 229.2 It was reported that international recruitment was a challenge and numbers were similar to those last year with the Cambridge campus being more desirable and easier to recruit.
- 229.3 It was noted that there was a decline on certain courses and that the Faculty of Health, Social Care and Education had been split into two faculties which had resulted in a Medical Science Faculty being established. This faculty had introduced a new Paramedic Science course which recruited 150 students in September 2014. New courses were also being introduced in other areas of science.

229.4 It was reported that the strategic plan was underway with more focus on certain areas. The Board of Governors away day was coming up shortly for their input.

229.5 It was noted that ARU had been shortlisted for entrepreneurial university of the year.

230. REVIEW OF THE JOINT VENTURE RISK REGISTER

230.1 The Board received and considered a report.

230.2 The Board considered and updated the Risk Register.

231. UCWA STAFFING

231.1 It was reported that there had been a significant change over the summer with new appointments and role changes of current staff. A student adviser was appointed in September 2014.

231.2 It was reported that an HE supervisor had been appointed who monitored and recorded day-to-day supervision.

232. HIGHER EDUCATION PERFORMANCE

232.1 It was reported that there had been staffing changes which had resulted in a rise of HE performance. Targeting was more effective due to the monitoring system in place to target appropriate cohorts.

232.2 It was noted that the ERASMUS plus had been developed and there was a student exchange in August 2014. The students work placements in Germany were a success and the College was hoping to take part in the programme again.

233. UCAS CLEARING REVIEW

233.1 It was reported that a more focussed approach was the result of physical resourcing and the procedures put in place.

233.2 It was reported that the College entered the clearing process with 53 acceptances and ended clearing with 131 unconditional and conditional places. There were 341 applications in total.

234. HIGHER EDUCATION ENROLMENTS 2014/15

234.1 It was reported that the target for year 1 enrolments was 130 and the College was on target. The numbers were reasonably solid.

235. GRADUATIONS 2014/15/16

235.1 It was reported that 140 people were invited and 90 people attended with over 400 guests. The event was successful and well attended. 6 ARU representatives also attended the event.

236. NEW PATHWAYS

236.1 It was reported that Business Management was going through a revalidation process.

236.2 It was reported that issues were being addressed with the Travel and Tourism programme submission.

236.3 It was noted that discussions and the development of a new Creative Arts programme had progressed to a full honours development plan. The content of the programme and employment demand were being looked at.

236.4 It was noted that there were initial discussions regarding the development of Criminology and Sociology programmes.

237. HIGHER EDUCATION REVIEW PROCESS

237.1 It was noted that the preparation meeting took place on 31st October 2014 with the QAA officer and that the review was scheduled for the week commencing 2nd March 2015. The self-evaluation and supporting evidence needed to be uploaded to the QAA's electronic folder by 8th December 2014.

238. FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 JULY 2014

238.1 The Board **APPROVED** the accounts for 2013-14.

238.2 The Board **RE-APPOINTED** the Auditors **Scrutton Bland** for the year ending July 2015.

239. ANY OTHER BUSINESS

239.1 It was noted that there had been some confusion with student fees and due to a communication error the level of fees needed to be discussed between UCWA and ARU. **Action: LAD/AC**

240. DATE OF NEXT MEETING

240.1 It was noted that the next meeting would take place at 10am on 30th January 2015 in Milton.

CHAIRMAN

DATE