

UNIVERSITY CENTRE WEST ANGLIA

Minutes of a meeting of the Directors of University Centre West Anglia held on 25th May 2016 in Milton.

PRESENT: Mr D Pomfret (Chair) (DP)
Mr S G Bennett (SB)
Ms A Clark (AC)
Professor Lesley Dobree (LD)

IN ATTENDANCE: Miss C Ludlam (CL)
Mr C Challender (CC)

Action

272. DECLARATIONS OF INTEREST

272.1 There were no declarations of interest.

273. APOLOGIES

273.1 Apologies were received from Professor I Martin.

274. MINUTES OF THE PREVIOUS MEETING

274.1 The minutes of the meeting held on 22nd October 2015 were **AGREED** as a true and correct record.

275. MATTERS ARISING

275.1 There were no matters arising from the minutes of the meeting held on 22nd October 2015.

276. COLLEGE OF WEST ANGLIA STRATEGIC UPDATE

276.1 It was reported that the Wisbech campus development was finished although snagging issues were on-going. The development was reported as being a significant transformation.

276.2 It was reported that the College were working closely with Roderick Watkins on submitting an expression of interest for a skills capital project for a Milton based development for a new purpose built building.

- 276.3 It was reported that Roderick Watkins has been appointed as a governor of the College and had attended his first board meeting.
- 276.4 The board noted that area reviews were being carried out and agreed to discuss further. The College had appointed consultants to work with them in advance of the reviews.
- 276.5 It was reported that the College's financial health rating was good and they were trading at a surplus this year. Next year's budget was currently being put in place and a reduction in costs of £¾M was noted.
- 276.6 It was reported that the College now had 6 Academy Trusts (previously 5) and this was likely to grow further over the next 12 month period.
- 276.7 It was reported that there were 34 CWA students registered to compete in this year's World Skills competition and that the College were hosting a Skills Build semi-final.
- 276.8 It was reported that Ofsted were expected at the College anytime in the near future.
- 276.9 It was noted that the College had entered into an exclusive relationship with Microsoft.

277. ANGLIA RUSKIN UNIVERSITY STRATEGIC UPDATE

- 277.1 It was reported that the new Vice Chancellor had taken up post and was settling in well and building good engagement with staff and the local community.
- 277.2 It was noted that ARU had recently had a Heads Away Day and the new corporate plan was discussed and being prepared ready to launch. The board noted that the University would be 25 years old next year.
- 277.3 It was reported that ARU were in the process of digesting the new White Paper and looking at its approach moving forward.
- 277.4 It was reported that the University were delighted with the latest Guardian league table as the University had moved up into 66th place.
- 277.5 It was reported that the University wanted to pursue and grow in the area of degree apprenticeships and Jon Bouffler was the key link with funding being applied for and working with partners.

277.6 It was reported that the University were proposing to develop an undergraduate medical school on the Chelmsford campus and approval (with conditions) had been received from the GMC with a proposed September 2018 start.

277.7 It was noted that Chris Chang was leaving the University at the end of August 2016 and his successor had been appointed and would be joining ARU on 1st August 2016.

277.8 It was noted that Steve Bennett would be retiring as Secretary & Clerk at Christmas and recruitment for his replacement had started and would be advertised shortly.

278. REVIEW OF THE JOINT VENTURE RISK REGISTER

278.1 The Board received and considered a report.

278.2 The Board updated the Risk Register.

279. QAA HE REVIEW 2015

279.1 It was reported that the College had committed to 7 action points in the action plan and that all points had been addressed. 31st August 2016 was the final review date.

279.2 It was reported that the action plan was a public document and available to access via the website.

280. ARU VALIDATED HE COURSE DEVELOPMENTS

280.1 It was reported that the employability aspect was the driving force and validation on the Tourism Management course had been completed.

280.2 It was reported that the Bio-Science course went before the validation panel and had been approved but due to a conflict of entry criteria the course wasn't yet being advertised.

281. PEARSON VALIDATED HE PROVISION

281.1 It was reported that 5 of the 7 QAA action points were specific to Pearson and a timeline to disentangle was being put in place and would be looked at during the academic year.

282. UCWA HE COHORT 2015/16

282.1 It was reported that there were 402 students in total in the current cohort. The College had lost 16 student since October 2015 mainly from withdrawals (as opposed to transfers).

283. UCWA APPLICATIONS 2016

283.1 It was reported that the Tourism Management course was a cause for concern as the College only received 3 applications from students.

283.2 It was reported that the Equine course had been suspended as it was being reviewed and riding modules were been written.

284. UCWA CLEARING EVENT 2016

284.1 It was noted that clearing was a powerful factor last year and resulted in an above target achievement.

284.2 It was noted that a call centre was put in place with a full rota, decision makers, a flow-chart and a script.

285. UCWA GRADUATION 2016

285.1 It was reported that graduation was held at two venues last year – Corn Exchange and Kings Lynn campus. 428 guests attended.

285.2 It was reported that this year the College were changing the ticket allocation and offering a reduced rate for children. 92 people had already purchased tickets.

286. UCWA HE BUILDING

286.1 It was reported that building works were going well but 3 weeks behind schedule due to a change in management. The building was due to be finalised mid July 2016. Internal fit out was to be carried out by the College.

287. FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 JULY 2016

287.1 The Board noted the accounts for the year ending 31st July 2016.

288. ANY OTHER BUSINESS

288.1 There was no other business to discuss.

289. DATE OF NEXT MEETING

289.1 It was noted that the next meeting would take place at 2pm on 16th November 2016 in Milton.

CHAIRMAN

DATE