

UNIVERSITY CENTRE WEST ANGLIA

Minutes of a meeting of the Directors of University Centre West Anglia held on 30 July 2013 in Milton.

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

IN ATTENDANCE: Miss C Ludlam
Mrs H Fisher

Action

178. DECLARATIONS OF INTEREST

178.1 There were no declarations of interest.

179. APOLOGIES

179.1 Apologies were received from Mike Thorne.

180. MINUTES OF THE PREVIOUS MEETING

180.1 The minutes of the meeting held on 1 November 2012 were **AGREED** as a true and correct record.

181. MATTERS ARISING

Anglia Ruskin University Strategic Update (Minute 165.2)

181.1 It was noted that the “audit season” had finished and been signed off. UCWA were now back on a six yearly cycle.

Marketing (Minute 173.2)

181.2 It was noted that that the new signage had been erected.

182. COLLEGE OF WEST ANGLIA STRATEGIC UPDATE

182.1 The Board received a strategic update.

- 182.2 It was reported that the Ofsted inspection took place in January 2013 and the college was rated “good” overall. No grade (30 in total) was rated lower than “good”.
- 182.3 It was reported that the King’s Lynn and Isle new Technology Centres had opened and were a success to date. The Tower block would be available for September 2013 (currently waiting to take possession from the contractors.)
- 182.4 It was reported that the Enhanced Renewal Grant 3 bid was successful. £2.5 million (£750,000 being CWA internal funds) had been secured for a creative industries centre. Construction facilities at the Isle campus were being rationalised and a detailed bid would be submitted to the SFA in October for a £5M new build and refurbishment at the Isle campus following a successful expression of interest.
- 182.5 It was reported that there had been european staff development and european student awareness development. A european apprentice exchange programme had been developed for next year which was funded through european funding.
- 182.6 It was reported that the second academy, Downham Market Academy, sponsored by CWA Academy Trust had now opened and a third academy recently received approval from the Secretary of State and was due to open on 3 January 2014. This was the first primary academy to be opened.
- 182.7 UCWA have been awarded a £2.8M esf workforce development contract by New Anglian LEP.
- 182.8 Discussions have taken place with NA LEP and GCGP LEP for potential funding for a University Centre Building on the King’s Lynn campus. Development funding has been secured from the West Norfolk Partnership to design the building and gain planning permission. This was anticipated to be circa 2000m², £6.5M. ARU student numbers growth commitment was requested.

183. ANGLIA RUSKIN UNIVERSITY STRATEGIC UPDATE

- 183.1 It was reported that ARU had a productive year with a lot of developments having taken place in both international and UK recruitment of students. This was financially positive and the outcome of a successful advertising campaign and the result of promotion and financial investment. Part time market remained difficult but distance learning numbers had grown. Retention figures were improving and ARU had improved on the university league table.

183.2 It was reported that the business school restructured and was in a good position and research remained strong. Employability had risen.

183.3 It was reported that in Cambridge the optometry clinic was now open and the School of Nursing would be opened by Christmas 2013. Phases 2 & 3 of Young Street were due to commence in January 2014. The purchase of Compass House had completed.

183.4 It was reported that in Chelmsford the new engineering building would be completed by Christmas 2013 and the MedBic completed by Easter 2014. A MedTech campus was being developed. A platinum ROSPA award was given for Health and Safety.

184. REVIEW OF THE JOINT VENTURE RISK REGISTER

184.1 The Board received and considered a report.

184.2 The Board considered and updated the Risk Register.

185. CWA RULES REGULATIONS & PROCEDURES

185.1 The Board **APPROVED** the Rules Regulations and Procedures and **AGREED** that they were to be reviewed in one year. It was agreed to more clearly state that appeals on complaints and student disciplinary cases were to be to the ARU Board of Governors.

186. RECRUITMENT & STUDENT NUMBERS 2013

186.1 The Board noted that applications to UCWA for full time undergraduate places via UCAS had increased by 22.5% compared to this point last year.

186.2 The Board noted that the Cambridge Milton courses reported a marked increase from 2012 with an increase of 63 places. No new applications had been received since the UCAS report dated 30 June 2013.

186.3 The Board noted that the King's Lynn campus had experienced a decrease in applications by 23 but new applications were still applying with 3 new BA (Hons) Business Management application received within the last week.

187. VALIDATION EVENTS AND COURSE DEVELOPMENTS

187.1 The Board noted that a Personal Education Sports Coaching degree was being developed.

187.2 The Board noted that there was a change in the computer provision specifically to look at aspects of computer gaming.

187.3 The Board noted that the Equine Science and Early Childcare & Professional studies courses had been validated.

188. DEVELOPMENTS

188.1 The Board noted that members of staff had undertaken training courses on SITS which was helpful.

189. MARKETING REVIEW 2012/13

189.1 The Board noted that during the Clearing period 23 applicants accepted offers across all programmes. This year the focus was on Clearing and the new facilities at the King's Lynn campus were highlighted.

189.2 The Board noted that UCWA had worked closely with ARU Outreach team and two successful events were held at CWA in January and May 2013.

189.3 The Board noted UCWA's presence at the Festival Too event in Kings Lynn. The HE banner was erected on top of the stage on the final night.

189.4 ARU to determine whether additional monthly support funding could be made available.

SGB

190. FORECAST FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 JULY 2012

190.1 The Board received the forecast financial accounts for the year.

190.2 The Board noted that the forecast financial accounts needed to be double-checked as they may be slightly out of date. Hillary Fisher agreed to review these with ARU financial services.

HF

191. ANY OTHER BUSINESS

191.1 It was reported that Saskia Duch's (an Equine student) dissertation had been accepted at the British Equine Veterinary Association Annual Conference.

191.2 It was reported that two dissertations were based around a collaborative project with the Newmarket Animal Health Trust.

191.3 It was reported that ARU had been in talks with the Open College of Equine Studies. Lesley Dobree agreed to find out more information on this.

LAD

191.4 It was reported that the JV Agreement was out of date in part and needed reviewing. The Directors agreed that this be considered.

191.5 It was reported that Hillary Fisher was retiring in October 2013. Provision was being made for her replacement but the post had not yet been advertised.

192. DATE OF NEXT MEETING

192.1 It was noted that the next meeting would take place at 10am on 16 October 2013 in King's Lynn. Directors would have the opportunity to view the improved HE facilities.

CHAIRMAN

DATE