



University of London
COLLEGIATE COUNCIL

Friday, 2 July 2010
8.30am
The Court Room, Senate House

MINUTES

PRESENT

Vice-Chancellor (Chairman)	Dr McDade (HC)
Sir Howard Davies (LSE)	Professor Ogden (alternate for QMUL)
Professor Freeman-Attwood (RAM)	Professor Rigby (ICR)
Professor Henderson (CSSD)	Professor Smith (SoP)
Professor Kain (SAS)	Professor Swallow (CIA)
Professor Kemp (RH)	Professor Trainor (KCL)
Professor Kopelman (SGUL)	Professor Webley (SOAS)
Professor Latchman (Bbk)	Professor Whitty (IoE)
Mr P Loughrey (GC)	

APOLOGIES

Professor Gaskell (QMUL)	Professor Sir Andrew Likierman (LBS)
Professor Grant (UCL)	Professor McKellar (RVC)
Professor Sir Andrew Haines (LSHTM)	

OBSERVER

Professor Kydd (ES)

IN ATTENDANCE

Mr R Cryer	Mr M Dalton (Secretary)
Ms C Cushion	Ms C Swarbrick

Minutes

0626 The Collegiate Council approved the Minutes of the previous meeting held on 30 April 2010.

Matters Arising

CCMM 0565 - 0567: Heads of Colleges on the Board of Trustees

0627 Members were informed that the appointments of Professor Rigby, Professor Latchman and Professor Kopelman to the Board of Trustees had been reported to the Board of Trustees at its meeting on 26 May 2010.

CCM 0568: Representative of the Heads of Colleges on the University of London Union (ULU) Board of Trustees

0628 It was reported that discussions were ongoing with regard to the appointment of a representative of the Heads of Colleges to the ULU Board of Trustees.

CCM 0569: College Audit

0629 The Collegiate Council was informed that the Quality Assurance Agency's Institutional Audit of the Institute of Cancer Research had been signed off as complete in March 2010.

CCMM 0578 - 0579: Capital Investment Framework

0630 The Collegiate Council noted a report (CC136) by the Director of Estates and Facilities on carbon reduction targets under the proposed second round of the Capital Investment Framework.

CCMM 0581 - 0584: Subscription and Charges 2010-11

0631 The Collegiate Council received a report (CC135) by the Director of Finance on the Subscription and Charges for 2010-11. It was noted that, at its previous meeting, the Collegiate Council had agreed to recommend to the Board of Trustees the proposed Subscription and Charges for 2010-11, excluding the proposed Charges by the Institute of Advanced Legal Studies (IALS) to the Law Schools which had not been available at the date of the meeting.

0632 The proposed Charges to the Laws Schools had been approved subsequently by the IALS Resources Policy Committee on 5 May 2010 and included within the Subscription and Charges 2010-11 forwarded to the Board of Trustees on 26 May 2010 (Appendix CC135A). The Board of Trustees had approved the overall Subscription and Charges for 2010-11, subject to the IALS Charges being agreed by the Collegiate Council.

AGREED

0633 The IALS Charges to the Law Schools outlined within Appendix CC135A.

CCMM 0599 - 0606: External System Architecture

0634 It was reported that work on the architecture for External System Lead College contracts was ongoing.

Vice-Chancellor's Report

0635 The Collegiate Council received a report (CC137) by the Vice-Chancellor on matters not considered elsewhere on the agenda.

2010 Queen's Birthday Honours List

0636 The Collegiate Council congratulated the recipients of the following honours bestowed in the 2010 Queen's Birthday Honours List:

- (i) Professor Rick Trainor, Principal, King's College London (KCL), who had been awarded an honorary knighthood (KBE) for services to higher education.

- (ii) Professor David Latchman, Master of Birkbeck, who had been awarded a CBE for services to higher education.
- (iii) Professor James Dunkerley, Professor of Politics at Queen Mary, University of London (QMUL) and former Director of the Institute for the Study of the Americas, who had been awarded an OBE for services to Latin American studies and UK/Latin American relations.

Senate House Project

0637 The Collegiate Council noted progress on the Senate House Project and was informed that the Project remained within budget.

Warburg Institute

0638 The Collegiate Council noted that, at its meeting on 26 May 2010, the Board of Trustees had received the proposed draft Scheme for the Warburg Institute, together with the Warburg Institute Advisory Council's views on the draft Scheme. The Board had agreed to consider the draft Scheme again at its meeting on 14 July 2010 to allow time for further work on the draft to be undertaken.

0639 The Collegiate Council was informed that Professor Peter Mack, Professor of English and Comparative Literature, Warwick University, had been appointed as the new Director of the Warburg Institute.

Foundation Day 2010

0640 The Collegiate Council noted that, following the previous meeting, Ms Anne Stevenson had accepted an invitation to receive an Honorary Degree at the 2010 Foundation Day (CCM 621 refers). The list of Honorary Graduands, therefore, was as follows:

Ms Luisa Diogo	Doctor of Science (Economics)
Professor Sir Peter Mansfield	Doctor of Science (Medicine)
Ms Mary Quant	Doctor of Literature
Professor Alison Richard	Doctor of Laws
The Most Revd and Rt Hon Dr John Sentamu	Doctor of Divinity
Ms Anne Stevenson	Doctor of Literature

Centre for Creative Collaboration (C4CC)

0641 The Collegiate Council noted that, in the first few months of its operation, the C4CC, situated in Acton St, had already facilitated effective collaboration between Colleges, disciplines, students and members of academic staff. A formal launch event, attended by a number of Trustees and Heads of Colleges, had been held on 21 June 2010.

0642 The Collegiate Council was informed that a 'Visiting Collaboration Associate' scheme, whereby suitably qualified individuals could have 'visiting' status at the C4CC and, thus, apply for external funding, would be of value in supporting the C4CC's purposes of improving and enhancing knowledge exchange, and the process of wealth creation and societal benefit, from the creative and digital disciplines. The terms of a proposed Visiting Collaboration Associate scheme were outlined within Document CC137 and approved by the Collegiate Council.

APPROVED

0643 The Visiting Collaboration Associate scheme for the C4CC as outlined at paragraphs 10 -12 of Document CC137.

CCMM 0644-0654 are considered exempt from disclosure in accordance with Part II of the Freedom of Information Act 2000

Library Strategic Plan

0655 The Collegiate Council received a report (CC139) by the Vice-Chancellor on the Library Strategic Plan. It was noted that the report in respect of Extended Option 1A (EO1A) (CCMM 0204 – 0243 refer) had envisaged that the transition to a sustainable model for Senate House Library would extend over a three-year period commencing in 2009-10. However, a delay in completing the third phase of the Senate House Project had impacted adversely on this timetable. In view of the delay, the Library Strategic Plan, as outlined within EO1A, was being revisited to ensure that implementation of the various projects and initiatives within the Plan would be achieved and within the agreed financial parameters, taking into account the various interdependencies. The Collegiate Council would be informed of further developments.

CONFIDENTIAL REPORT - Finance Report

0656 The Collegiate Council received a Finance Report (CC140) by the Director of Finance which included: the Monthly Finance Report for May 2010 (Appendix CC140A); Schedules of Income and Expenditure (Appendix CC140B); the Group Balance Sheet as at the 10 months to May 2010 (Appendix CC140C); and the Cash Flow Statement (Appendix CC140D).

0657 The Collegiate Council noted the following:

- (i) The forecast for 2009-10, based upon the Management Accounts for the period ended 31 May 2010, was for an operating deficit of £0.7M on total income of £149.8M. After asset sales and exceptional items, an overall surplus of £21.1M was forecast.

- (ii) Following a reworking of the first draft of the budget for 2010-11 received by the Board of Trustees in March 2010, a revised budget had been approved by the Board at its meeting on 26 May 2010. The budget showed an operating surplus of £2.2M on turnover of £150.8M. Subsequent to the meeting of the Board of Trustees, a number of revisions had been made and the budget for 2010-11 showed an operating surplus of £2.4M on turnover of £144.9M. The overall result, after the inclusion of asset sales and exceptional items, showed a surplus of £5.1M.
- (iii) It was unlikely that the University would be impacted severely from the funding cuts across the sector as less than 10% of income was received from the Higher Education Funding Council for England (HEFCE).
- (iv) Staff costs continued to compare favourably when benchmarked across the sector, which reflected the outsourcing of a number of functions.
- (v) Significant restructuring costs, especially in relation to the University of London Research Library Services, would be carried forward until the Library Strategic Plan had been completed in 2012-13 (CCM 0655 above refers).

0658 A member of the Collegiate Council queried whether the London Deanery's space and service requirements were likely to be maintained at present levels in view of the likely restructuring of the National Health Service. The Director of Finance commented that meetings with relevant staff of the London Deanery would take place to discuss this matter.

0659 The Collegiate Council noted that the University of London Institute in Paris (ULIP) continued to operate with a structural deficit. The 2010-11 budget projected income of £1.6M with a deficit thereon of £241k. It was reported that undergraduate recruitment had secured the funded complement of 150 students on the three-year BA course and that the Institute was developing a range of taught Master's programmes with QMUL, and exploring a range of research initiatives in order to secure its financial viability. It was noted also, as reported to the previous meeting (CCM 0609 refers), that areas of expenditure were being scrutinised and other potential streams of income investigated.

0660 Members of the Collegiate Council expressed concern about the scale of the ULIP structural deficit in proportion to its turnover. Whilst the Collegiate Council commended the significant progress made by the Institute over the previous few years, especially the considerable restructuring which had already taken place and the increase in student numbers since the consortium arrangements were instituted, it requested a formal commitment from the ULIP that it would be operating on a more sustainable basis within the next few years. It agreed, therefore, that the ULIP budget should be approved on the basis that further measures, in addition to those outlined in CCM 0659

above, would be taken by the Institute to secure its financial viability within the next three years. In this regard, it was agreed that the Dean of the ULIP should attend a meeting of the Collegiate Council in the autumn term of 2010 in order to discuss in more detail the ULIP's financial position and ways in which the structural deficit was being addressed.

AGREED

- 0661 (i) The budgets for the Central Academic Bodies and Activities for 2010-11.
- (ii) To recommend to the Board of Trustees the budget for the University for 2010-11.
- (iii) That the Dean of the ULIP would attend a meeting of the Collegiate Council in the autumn term of 2010 to discuss the Institute's financial position and ways in which the structural deficit was being addressed.

Reports from the Central Academic Bodies and Activities

Board of the External System

0662 The Collegiate Council received a report (CC141) by the Vice-Chancellor on business conducted by the Board of the External System (BES) at its meeting on 22 June 2010. Members noted that the BES had discussed a report by the Dean of the External System on competition issues. During the discussion, the BES had considered the possibility and consequences of a large-scale private higher education provider establishing a base in London and offering support for External System programmes. There had been some concern that significant numbers of students studying University of London programmes in London, but outwith the Colleges, could lead to dilution of the brands of both the University and the Colleges. The BES had also considered whether it was consistent with the University's historical commitment to widening access to higher education to endorse publicly a profit-making institution which could charge higher fees than publicly-funded higher education institutions and which had no policy regarding participation. The Dean of the External System commented that his report had raised a number of issues relating to competition and that further work would be undertaken to, amongst other things, review institutions' access policies as part of the Institutions Policy Framework.

0663 A member of the Collegiate Council highlighted recent comments by the Minister for Universities and Science, David Willetts MP, which had been widely reported in the media. In his comments, the Minister had cited the External System's model as a possible alternative provision for higher education, especially in the light of the significant cuts taking place across the sector and the ongoing review of tuition fees. The Dean commented that the profile of the External System had been raised significantly as a result of the Minister's comments, although it was unclear how the Minister's comments would impact on the External System in the long term. The Dean added that,

if a consequence was a proliferation of new institutions teaching External System programmes, then the Institutions Policy Framework would determine whether, or not, External System recognition was appropriate.

AGREED

- 0664 (i) To delegate authority to the Chairman to approve amendments to the University's Regulations in order to reflect the change of name of the External System.
- (ii) To approve the delegation of the Board of the External System's authority to approve academic regulations to the External System Academic Committee.

Board of the University of London Institute in Paris

- 0665 The Collegiate Council noted a report (CC142) by the Vice-Chancellor on business conducted by the Board of the ULIP at its meeting on 16 June 2010.

Board of the School of Advanced Study (SAS)

- 0666 The Collegiate Council received a report (CC143) by the Vice-Chancellor on business conducted by the Board of the SAS at its meeting on 18 June 2010. Members noted that the Board had agreed to recommend the proposed budget for 2010-11 for the SAS (CCMM 0656 – 0661 above refers), which projected a deficit of £318k. The Dean of the SAS commented that the deficit was attributable to two components, both of which were being addressed. The Dean anticipated that the proposal for 2011-12 would show a SAS budget which was sustainable. The Dean reported also that constructive dialogue had taken place between representatives of the SAS and the HEFCE in advance of the latter's next funding review of the School.

APPROVED

- 0667 (i) The proposed procedure for dealing with mitigating circumstances as set out in Appendix CC143A.
- (ii) The proposed procedural framework for the accreditation of prior learning as set out in Appendix CC143B.
- (iii) The proposed terms of reference for the Academic Quality and Standards Committee as set out in Appendix CC143C.

Board of the University Marine Biological Station, Millport (UMBSM)

- 0668 The Collegiate Council received a report (CC144) by the Vice-Chancellor on business conducted by the Board of the UMBSM at an additional special meeting on 29 April 2010 and at its scheduled meeting on 8 June 2010. It was noted that the additional meeting of the Board had taken place to discuss the report of an options appraisal for the future of the Station developed by Jura

Consultants. The report had detailed five options, from retaining the *status quo*, to closure. A copy of the summary of the five Options (and sub-Options as appropriate), together with the key financial data for each Option, was on the Table.

- 0669 The Board of the UMBSM had been informed that, in the current economic climate, the Board of Trustees would not consider making a substantive investment without an anticipated financial return. It had, however, been noted that, in academic terms, there were strong arguments in favour of redevelopment of the Station – a number of Colleges of the University (primarily KCL and QMUL), plus a number of UK and European higher education institutions, had gained significant value from the facilities and strongly preferred it to facilities elsewhere in the UK.
- 0670 The Board of the UMBSM had taken the view that Option 3(c) (refurbish the current hostel, plus a new hostel and large teaching facility, plus a significant refurbishment of the main building) represented the only opportunity for the Station to achieve financial sustainability in the long term. However, external funding sources would need to be secured to finance the development. A number of potential funding sources had been identified by Jura Consultants, including the Funding Councils of Scotland and England, the Highlands and Islands Enterprise, and the European Union. It was reported that discussions were already underway with independent grant provider Trusts.

Board of The Careers Group

- 0671 The Collegiate Council received a report (CC145) by the Chairman of the Board of The Careers Group, Professor Latchman, on business conducted by the Board at its meeting on 17 June 2010.

APPROVED

- 0672 The amendment to the constitution of the Board of The Careers Group as set out in paragraph 8 of Document CC145.

Membership of Committees

- 0673 The Collegiate Council received a report by the Secretary (CC146) on proposals for memberships of the Boards of the Central Academic Bodies and Activities.

APPROVED

- 0674 The appointments to the Boards of the Central Academic Bodies and Activities as outlined at paragraphs 5, 7, 11, 13 and 18 of Document CC146.

Academic Committees of the Collegiate Council

- 0675 The Collegiate Council received a report by the Head of the Academic Office on Academic Committees of the Collegiate Council. It was noted that, at its

meeting on 3 October 2008, the Collegiate Council had established three transitional committees to oversee academic activities taking place centrally, namely the Academic Trust Funds Committee (ATFC), the Federal Degrees Group and the Research Degrees Committee (CCM 0035 refers).

- 0676 The Collegiate Council noted that discussions with the Charity Commission regarding the disbandment of the Central Research Fund mechanism for the distribution of research grants were nearing a conclusion and that income from the Fund would be distributed directly to Colleges and the SAS as soon as a new Scheme had been approved (CCMM 0282 – 0285 refers). Consequently, the Collegiate Council agreed that the ATFC should be disestablished from 31 July 2010. A number of members highlighted the significant contribution which the Central Research Fund had made to the research community within their respective Colleges and how young researchers especially had benefited from having their work peer-reviewed. The Collegiate Council formally recorded its appreciation of the work of the ATFC.
- 0677 The Collegiate Council noted that, in July 2009 (CCMM 0346 - 0348 refers), it had been reported that Colleges would take responsibility for all remaining federal degrees by the end of 2008-09, except the BA, MA and MPhilStud degrees in Philosophy for which responsibility would be transferred to four Colleges by 1 September 2010. All four Colleges had now assumed responsibility for the remaining students on the federal Philosophy degree programmes. Consequently, the Collegiate Council agreed that the Federal Degrees Group should be disestablished with immediate effect.
- 0678 The Collegiate Council noted that all Colleges which had not yet done so would assume responsibility for the administration of research degree examinations for their students from 1 August 2010; the Research Degrees Examinations Office would complete the administration of those examinations in train on that date during 2010-11. There would thus continue to be a need for the Research Degrees Committee in 2010-11. It was noted also that as part of the University's quality assurance processes, University Regulation 1, paragraph 69.7, required an annual report on research degrees (see CCMM 0680 – 0681 below). Therefore, although the administration of research degree examinations would cease at end of 2010-11, the Collegiate Council would need to consider by which body the annual report on research degrees should be prepared in future years.

AGREED

- 0679 (i) That the Academic Trust Funds Committee should be disestablished from 31 July 2010.
- (ii) That the Federal Degrees Group should be disestablished with immediate effect.
- (iii) That the Research Degrees Committee should be reappointed for a further year, 2010-11.

University Quality Overview Report on Research Degrees 2008-09

0680 The Collegiate Council received the University Quality Overview Report on Research Degrees for 2008-09 (CC148) from the Chairman of the Research Degrees Committee.

AGREED

- 0681 (i) To endorse the University Quality Overview Report on Research Degrees for 2008-09.
- (ii) That the University Quality Overview Report on Research Degrees for 2008-09 should be forwarded to Colleges and the SAS for consideration of the issues identified in the Report and, if appropriate, report back to the Research Degrees Committee.

University of London Union

Financial Performance to 30 April 2010

0682 The Collegiate Council noted a report (CC149) by the ULU General Manager on ULU's financial performance for the period 1 August 2009 to 30 April 2010. Members commended ULU on its performance for the period.

Budget 2010-11

0683 The Collegiate Council received the proposed ULU Budget for 2010-11 (CC150).

APPROVED

0684 The ULU Budget for 2010-11.

Award of Degrees and Diplomas

0685 The Collegiate Council noted a report (CC151) by the Vice-Chancellor on the award of degrees and diplomas.

Dates of Meetings

0686 The Collegiate Council noted the following dates of meetings (all to start at 8.30am):

2010-11

- Friday, 1 October 2010
- Friday, 5 November 2010
- Friday, 10 December 2010
- Friday, 18 February 2011
- Friday, 6 May 2011

Friday, 1 July 2011

2011-12

Friday, 30 September 2011

Friday, 4 November 2011

Friday, 9 December 2011

Friday, 24 February 2012

Friday, 4 May 2012

Friday, 6 July 2012

Any Other Business

- 0687 The Vice-Chancellor informed members that it would be the last meeting attended by Professor Kemp as Acting Principal of Royal Holloway and thanked Professor Kemp for his contributions to the meetings. He also formally thanked Professor Sir Andrew Haines who would be retiring as Director of the London School of Hygiene and Tropical Medicine.
- 0688 The Deputy Vice-Chancellor, Professor Webley, reminded members that this would also be the final meeting attended by the Vice-Chancellor whose term of office would end on 31 August 2010. He paid tribute to the Vice-Chancellor commenting on many of the achievements since his appointment in October 2003. He highlighted, in particular: the new governance structure established in August 2008; the refurbishment and rewiring of Senate House; the admission of the Central School of Speech and Drama to the University; and major developments in respect of the External System. The Deputy Vice-Chancellor also commented on the significant part played by the Vice-Chancellor in the evolution of the Collegiate Council from a breakfast meeting to its role at the centre of the governance structure. The Collegiate Council warmly endorsed the Deputy Vice-Chancellor's comments and wished the Vice-Chancellor well for the future.