



University of London
COLLEGIATE COUNCIL

Friday, 18 February 2011
8.30am
The Court Room, Senate House

MINUTES

PRESENT	Professor Crossick (Vice-Chancellor and Chair) Professor Ashworth (ICR) Sir Howard Davies (LSE) Professor Freeman-Attwood (RAM) Professor Gaskell (QMUL) Professor Henderson (CSSD) Professor Husbands (IoE) Professor Kain (SAS) Professor Kopelman (SGUL) Professor Latchman (Bbk)	Professor Layzell (RHUL) Mr P Loughrey (GC) Dr McDade (HC) Professor Piot (LSHTM) Professor Reid (RVC) Professor Smith (SoP) Professor Swallow (CIA) Professor Sir Richard Trainor (KCL) Professor Webley (SOAS) Professor Worton (UCL alternate)
APOLOGIES	Professor Grant (UCL)	Professor Sir Andrew Likierman (LBS)
OBSERVER	Professor Kydd (UoLIA)	
IN ATTENDANCE	Mr R Cryer Ms C Cushion	Mr M Dalton (Secretary) Ms C Swarbrick

Welcome

0796 The Vice-Chancellor welcomed the three new Heads of College, Professor Ashworth (Institute of Cancer Research), Professor Husbands (Institute of Education) and Professor Reid (Royal Veterinary College) to their first meeting of the Collegiate Council.

Minutes

0797 The Collegiate Council approved the Minutes of the previous meeting held on 10 December 2010.

Matters Arising

CCM 0791: Reviews of Effectiveness

0798 The Collegiate Council received a report by the Secretary on the process for reviews of effectiveness of the Board of Trustees, the Collegiate Council and their boards and committees. Members noted that, at its meeting on 26

January 2011, the Board of Trustees had received a summary of the Collegiate Council's consideration of the results of its own effectiveness review and the reviews of its boards and committees for 2009-10. It was noted also that the Board had agreed that an annual review was too frequent for committees and boards which generally met only three times a year and that a review every two years would be sufficient. Changes would be made to the Ordinances to effect this change, but this would not preclude a review taking place more frequently should this be considered appropriate at any time. The Board and the Collegiate Council, which met more frequently, would both continue to have an annual review of effectiveness.

CCM 0792: Annual Report of the University

0799 The Collegiate Council was informed that, at its meeting on 26 January 2011, the Board of Trustees had approved the Annual Report of the University for 2009-10. Copies of the Annual Report were tabled.

Vice-Chancellor's Report

0800 The Collegiate Council noted a report by the Vice-Chancellor (CC181) which covered the following matters:

- (i) New Heads of Colleges
- (ii) Shared Services Working Group
- (iii) Warburg Institute
- (iv) University Marine Biological Station, Millport
- (v) The Economic and Social Research Council Doctoral Training Centres
- (vi) Collaboration in Arts and Humanities Teaching
- (vii) London Science and Creativity Park
- (viii) Senate House Project
- (ix) University of London Honorary Degrees
- (x) Honorary Degree for Lord Martin Rees
- (xi) Chair's Action

AGREED

0801 Membership of the Honorary Degrees Working Group as outlined at paragraph 21 of the Vice-Chancellor's Report.

CONFIDENTIAL REPORT – Expansion of the University of London International Programmes in the UK

0802 The Collegiate Council received a confidential report from the Board of the University of London International Academy (CC182) on its discussion of the Dean of the University of London International Programmes' confidential paper 'Expansion of International Programmes in the UK' (Appendix CC182A).

0803 The Collegiate Council noted that the Dean's paper, together with a presentation (confidential Appendix CC182B), had been considered at length by the Board of the UoLIA at its meeting on 1 February 2011. Whilst the Board had agreed with much of the content of the Dean's paper, it had expressed reservations about aspects of the proposed strategy of aggressive expansion. The Board of the UoLIA had reached broad agreement on a number of points which were set out in the report.

[CCMM 0804 – 0807 are considered exempt from disclosure in accordance with Part II of the Freedom of Information Act 2000]

CONFIDENTIAL REPORT - University of London Institute in Paris Strategy and Business Plan 2011-14

0808 The Collegiate Council received a report (CC183) by the Dean of the University of London Institute in Paris (ULIP) including an overview of the ULIP Strategy and Business Plan 2011-14 (Appendix CC183A). The Vice-Chancellor informed members that the Dean of ULIP, Professor Hussey, was unable to attend the meeting due to the funeral of a former member of staff at the Institute. The Dean had indicated that he would be willing to attend a future meeting of the Collegiate Council to discuss the Strategy and Business Plan 2011-14 and/or meet with individual Heads of Colleges separately.

0809 The Collegiate Council noted that the over-arching aim of the Strategy and Business Plan 2011-14 was to enable the ULIP Consortium (Royal Holloway, University of London (RHUL); Queen Mary, University of London (QMUL); and the University of London) to engage in mutually beneficial activities which would be financially advantageous and enhance academic profiles for all partners. The objectives were stated in the overview as follows:

- (i) To deliver a financially sustainable ULIP with the potential for long-term growth.
- (ii) To develop projects which allow the Consortium partners to diversify and benefit from the French and European markets.
- (iii) To create an intellectual platform through all of these projects which enables ULIP and the Consortium partners to create an effective research environment.

[CCMM 0810 – 0818 are considered exempt from disclosure in accordance with Part II of the Freedom of Information Act 2000]

Report from the Library Strategic Planning Board

0819 The Collegiate Council received a report by the Vice-Chancellor (CC184) on business conducted at the 20 January 2011 meeting of the Library Strategic Planning Board (LSPB). It was noted that the LSPB was a transitional body

established by the Collegiate Council to oversee the implementation of Option 1A Extended. Proposals for revised governance arrangements in the light of the new Libraries Strategy would be received by the LSPB at its next meeting with a view to recommendations being made to the Collegiate Council in the summer term 2011.

Academic Matters

Quality Assurance Agency (QAA) Institutional Audit: Briefing Paper

0820 The Collegiate Council received a report by the Head of the Academic Office (CC185) which informed members that the final version of the QAA Institutional Audit Briefing Paper had been submitted to the QAA by the due date. Subsequent to consideration by the Collegiate Council at its previous meeting, the draft Briefing Paper had been circulated to the QAA Institutional Audit Steering Group for further comment. The Briefing Paper had then been approved by the Collegiate Council by email consultation and submitted to the QAA. A final version of the Briefing Paper had been posted on Quorum, the University's central repository for committee and board papers, for information with the papers for the meeting. The QAA Institutional Audit briefing visit to the University would take place between 22 and 24 February 2011.

CONFIDENTIAL REPORT - QAA Audit: University of London International Programmes

0821 The Collegiate Council received a report by the Dean of the University of London International Programmes (CC186) which included a draft of the University of London International Programmes Briefing Paper for the QAA Institutional Audit (CC186A). Members were asked to note that the draft was a work in progress and was subject to detailed proof reading and presentational amendments. Additionally, work was continuing on incomplete references to evidence.

0822 It was noted that the draft Briefing Paper had been considered by an executive Audit Action Group, which comprised senior officers of the UoLIA and quality specialists from the Lead Colleges, as well as by a wider Audit Group which included representation from all Lead Colleges and Chairs of UoLIA Sub-committees (all senior members of the Lead Colleges). The draft Briefing Paper had also been considered by the UoLIA Quality and Student Lifecycle Sub-committee on 11 February 2011 and would be considered by the UoLIA Academic Committee on 25 February 2011. Following the latter meeting, an updated version would be circulated to the Board of the UoLIA and the Collegiate Council for comment. The final version would then be approved by the Vice-Chancellor by Chair's Action for submission in early March 2011.

Joint Working Group of the Collegiate Council and the Academic Quality Advisory Committee

0823 The Collegiate Council received a report by the Head of the Academic Office (CC187) which contained proposals for membership of the Joint Working Group established at the previous meeting to review the annual reporting arrangements from Colleges.

AGREED

0824 Membership of the Joint Working Group to review the annual reporting arrangements from Colleges as outlined at paragraph two of CC187.

University of London Regulation 1 – Collaborative Provision

0825 The Collegiate Council received a report by the Head of the Academic Office (CC188) which related to an advisable recommendation received by Birkbeck in its QAA Institutional Audit Report of October 2010. The Audit Report had suggested that some of the College's collaborative arrangements should have been subject to University approval. However, Birkbeck had responded to the QAA stating that none of its current academic collaborations met the definition of 'validation' as defined in Regulation 1, *University of London Awards*, and, therefore, University approval would not be required. The Master of Birkbeck added that the advisable recommendation should be viewed against the backdrop of a QAA audit judgement of 'broad confidence'.

0826 The Collegiate Council noted that the current definition of 'validation' in Regulation 1 derived from the recommendations of the Joint Planning Committee of the Court and Senate's Working Party on Validation and Accreditation, which was established in February 1992 and which reported in March 1993. Since that time, collaborative arrangements with institutions outside the University had become more common. Additionally, the QAA had published a revised section of its Code of Practice on collaborative provision and flexible and distributed learning (including e-learning) in October 2010. In view of developments since 1993, the Collegiate Council agreed that it would be timely to review the provisions in the University's academic framework (Regulation 1) on joint degrees, validation, franchising and distance learning.

AGREED

0827 The establishment of a working group in principle to review the provisions in University Regulation 1 relating to joint degrees, validation, franchising and distance learning with a view to consultation as to the scope of the exercise and membership of the working group.

Amendment to Regulation 1 – Proposal for a New Award of Doctor in Clinical Dentistry

0828 The Collegiate Council received a report by the Principal of QMUL (CC189) which proposed (Appendix CC189A) an amendment to Regulation 1 to introduce a new award of Doctor in Clinical Dentistry (DClinDent).

AGREED

0829 The proposal to amend Regulation 1 to introduce the new award of Doctor in Clinical Dentistry (DClinDent).

Report of the Board of the University of London International Academy

0830 The Collegiate Council noted a summary of issues discussed by the Board of UoLIA at its meeting on 1 February 2011 (CC190).

CONFIDENTIAL REPORT - Finance Report

0831 The Collegiate Council received a confidential Finance Report (CC191) by the Director of Finance which included the following Appendices (all confidential):

- (i) Monthly Finance Report January 2011 (Appendix CC191A)
- (ii) Income and Expenditure by Division to 31 January 2011 (Appendix CC191B)
- (iii) Income and Expenditure by Category to 31 January 2011 (Appendix CC191C)
- (iv) Balance Sheet as at six months to 31 January 2011 (Appendix CC191D)
- (v) Cash Flow Statement (Appendix CC191E)

0832 The Collegiate Council noted a deficit of £0.3M on the University's continuing operations for the first half of 2010-11, which was £1.6M ahead of budget. Income for the year had been £2.6M below budget and expenditure £4.2M below budget. The figures represented a considerable improvement on the same period in 2009-10. The Director of Finance informed members that the process of re-forecasting 2010-11 income and expenditure had commenced.

University of London Union (ULU) Finance Report

0833 The Collegiate Council noted a report (CC192) by the ULU General Manager on ULU's financial performance to 31 January 2011.

Award of Degrees and Diplomas

0834 The Collegiate Council noted a report (CC193) by the Vice-Chancellor on the award of degrees and diplomas.

Dates of Meetings

0835 The Collegiate Council noted the following dates of meetings (all to start at 08.30am):

2010-11

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

Director of Administration

0836 The Vice-Chancellor advised members that the Director of Administration, Miss Catherine Swarbrick, had confirmed that she would be retiring from the University at the end of March 2011. He paid tribute to Miss Swarbrick, highlighting her many achievements during her time at the University, including her major contributions to the introduction of the current governance structure in August 2008; the refurbishment and rewiring of Senate House; and the Business Change Programme. The latter project, which she had managed, had been especially significant in generating commercial income to support academic functions and in reducing overall University costs to Colleges. The Collegiate Council thanked Miss Swarbrick for the important role she had played in the evolution of the University and wished her well for the future.