



**UNIVERSITY
OF LONDON**

COLLEGIATE COUNCIL

Friday, 6 May 2016 at 8.30 am
The Court Room, Senate House

MINUTES

PRESENT

Professor Sir Adrian Smith (the Vice-Chancellor) (Chair)
Professor Michael Arthur (UCL)
Dr Helen Costigane (HC) (alternate)
Professor Simon Gaskell (QMUL)
Ms Laura Gibbs (SOAS) (alternate)
Professor Gavin Henderson (RCSSD)
Professor Paul Kelly (LSE) (alternate)
Professor David Latchman (Bbk)
Professor Paul Layzell (RHUL)
Mr Patrick Loughrey (GC)
Professor Dame Anne Mills (LSHTM) (alternate)
Dr Joanna Newman (KCL) (alternate)
Dr Barbara Pittam (ICR) (alternate)
Professor Mark Racz (RAM) (alternate)
Professor Stuart Reid (RVC)

APOLOGIES

The Baroness Amos of Brondesbury (SOAS)
Professor Edward Byrne (KCL)
Professor Craig Calhoun (LSE)
Professor Jonathan Freeman-Attwood (RAM)
Professor Jenny Higham (SGUL)
Father Michael Holman (HC)
Professor Roger Kain (SAS)
Professor Sir Andrew Likierman (LBS)
Professor Baron Peter Piot (LSHTM) (sabbatical leave)
Dr Mary Stiasny (UoLIA)
Professor Deborah Swallow (CIA)
Professor Paul Workman (ICR)

IN ATTENDANCE

Mr Kenneth Cheung (Secretary)
Ms Maureen Boylan
Mr Chris Cobb
Mr Andrew Murphy

Welcome

- 2021 On behalf of the Collegiate Council, the Chair welcomed Professor Dame Anne Mills, the Acting Director of the London School of Hygiene & Tropical Medicine (LSHTM), to her first meeting. Members noted that Professor Baron Peter Piot, the Director of the LSHTM, was currently on sabbatical leave.

Tribute to the Late Professor Paul Webley

- 2022 The Collegiate Council noted, with much sadness, the passing of Professor Paul Webley, the Deputy Vice-Chancellor since 2010, who had also served as the Director of SOAS University of London ('SOAS') from 2006 to 2015. Professor Webley had been a prominent contributor to the work of the Collegiate Council, and had chaired a number of its working groups; he had been a passionate supporter of the aims of the University and the activities to enhance the University's relationship with Colleges. Members wished to record their thanks to Professor Webley and that he would be missed greatly.
- 2023 The University Secretary reported that SOAS and the University had agreed that a joint event in memory of the life and achievements of Professor Webley would be held on 12 October 2016, and that members would receive their invitations in due course.

Minutes of the Previous Meeting Held on 11 December 2015

- 2024 The Collegiate Council confirmed the Minutes of the previous meeting as an accurate record.

Business Considered by Correspondence Since the Previous Meeting

- 2025 The Collegiate Council received a report by the Secretary on business considered by correspondence since the previous meeting (Report CC566).
- 2026 Members were informed that, in April 2016, the Collegiate Council had noted the new award of University Honorary Fellow, and had approved, by correspondence, the proposed changes to Regulation 2 for the award of Honorary Degrees (and Fellowships), which had been detailed in Report CC565 and Appendix CC565A.
- 2027 Members noted that the award of University Honorary Fellow intended to acknowledge achievements other than academic, with the lead criterion being 'achievement and distinction, and outstanding contribution to the University's reputation, mission or objects over a period of time'. It was noted that the award would be made by the Board of Trustees, on the recommendation of the Honorary Degrees (and Fellowships) Committee; the Collegiate Council would continue to approve honorary degree nominations made by the Committee and would receive honorary fellowship nominations to ensure that there was no unintended duplication or difficulty in the proposal. Members were informed that, other than the locus of the final decision (the Board of Trustees rather than Collegiate Council) and the distinctiveness of the criteria,

the Regulations around eligibility and process were the same as those currently in place for the award of honorary degrees. It was noted that the Regulations on the design of the gown would follow in due course.

Matters Arising

- 2028 The Collegiate Council received a report by the Secretary on the matters arising since its previous meeting (Report CC567).

Vice-Chancellor's Report

- 2029 The Collegiate Council considered the Vice-Chancellor's Report (Confidential Report CC568). Further to the information provided in the report, members discussed the following matters in more detail:

University Title

- 2030 Members welcomed the University's proposal to assist any College wishing to pursue the title of 'university' within the University of London federation, which was now available as an option following recent clarification on this matter with the Department for Business, Innovation & Skills, through Mr Jo Johnson MP, the Minister of State for Universities and Science. The University Secretary clarified that it was up to each College to decide separately whether it wished to pursue university title. Members were informed that, at the present time, the Higher Education Funding Council for England and the Quality Assurance Agency for Higher Education appeared to be favourable to Colleges wishing to pursue university title, and had indicated that, in view of the Colleges' established records of excellence, a co-ordinated 'light touch' approach could be adopted should any College apply.
- 2031 The University Secretary reported that, should any College pursue the title change, the University of London Act of 1994 would also need to be amended accordingly before a College could formally adopt the title of university. Members were informed that the earliest opportunity to amend the Act would require a proposal to be submitted to the Board of Trustees at its meeting on 13 July 2016, which would allow sufficient time for the annual opportunity to submit a Parliamentary Private Bill to propose the amendment of the Act, which would next occur on 27 November 2016. In view of the common tasks required for any College wishing to pursue the title change, the Collegiate Council agreed that the University Secretary would be the key contact for Colleges wishing to pursue the title of university. Members were informed that the University Secretary would provide Colleges with a briefing note to outline the work required to pursue the title of university, which would include a section that addressed commonly-asked questions; in addition, if requested, she could visit Colleges to discuss this matter in more detail.

[CCMM 2032-35 are considered exempt from disclosure in accordance with Part II of the Freedom of Information Act 2000]

Senate House Library (SHL) Financial Sustainability Working Group

- 2036 Further to the work of the SHL Financial Sustainability Working Group, members were reminded of the institutional response being sought on a SHL services survey circulated on 4 May 2016, which should be signed off, or delegated for sign off, by each Head of College.

Refugee Initiatives

- 2037 Members noted that Colleges were increasingly involved in refugee initiatives, particularly with regard to scholarships, volunteering, the mentoring of refugees, and contributing through research and education initiatives. Members agreed with a proposal that the University, through the School of Advanced Study (SAS), should host a scoping meeting to see if it could play a convenor role for Colleges to discuss their work, to share experiences and good practice, and, perhaps, to co-ordinate activities and/or work more closely together to better help refugee groups and individuals.

AGREED

- 2038 That the University, through the SAS, would host a scoping meeting to determine if it could play a convenor role for Colleges on refugee activities and initiatives.

University Finance Report

- 2039 The Collegiate Council received a report by the Chief Financial Officer with regard to the University finance report (Confidential Report CC569 and Confidential Appendix CC569A).
- 2040 Members were informed that the University was in deficit by £2.0M on its continuing operations for the six-month period to 31 January 2016 compared to a budgeted deficit of £1.7M, which produced a negative variance to budget of £0.3M. It was noted that, within these figures, there was a favourable variance of £0.6M due to either timing or budget-phasing issues, which inferred that the underlying position was an adverse performance to budget of *circa* £1.0M. However, the Chief Financial Officer reported that work being carried out for the Quarter 3 forecast to 30 April 2016 was indicating that the full-year forecast was now broadly back on budget.

University Federal Subscription and College Charges for 2016-17

- 2041 The Collegiate Council considered a report by the Chief Financial Officer with regard to the proposals for the University Federal Subscription and the College Charges for 2016-17 (Report CC570). Attached were a summary of the Federal Subscription and College Charges for 2016-17 (Confidential Appendix CC570A) and the detailed underlying calculations (Confidential Appendix CC570B).
- 2042 Members were informed that, at a meeting on 20 April 2016, College Finance Directors and Chief Financial Officers had considered, and were content with, the proposals contained in Report CC570 and Confidential Appendices CC570A-B.

2043 The Collegiate Council was content with the proposals contained in Report CC570 and Confidential Appendices CC570A-B, and agreed to recommend them for onward transmission to the Board of Trustees for consideration at its next meeting on 18 May 2016.

AGREED

2044 To recommend to the Board of Trustees, for its approval, the proposed University Federal Subscription and College Charges for 2016-17, as set out in Report CC570 and Confidential Appendices CC570A-B.

Estates Matters

2045 The Collegiate Council received a report by the Director of Property and Facilities Management with regard to Estates matters (Confidential Report CC571).

2046 The Registrar of SOAS reported that the ribbon-cutting ceremony to mark the completion of the SOAS Senate House North Block Project was planned to take place on 7 September 2016, and that members would receive their invitations to the event in due course.

2047 The Pro Vice-Chancellor (Operations) reported that there had been strong student interest in rooms at The Garden Halls, formerly known as the Cartwright Garden Halls, which was due to receive its first occupants at the start of 2016-17, as planned, following the two-year redevelopment works.

Reports from the Boards of the Central Academic Bodies and Activities

SAS

2048 The Collegiate Council received and noted a report of the Board of the SAS meeting held on 12 April 2016 (Report CC572).

SHL

2049 The Collegiate Council received and noted a report of the SHL Board on matters considered by correspondence in March 2016 *in lieu* of its meeting scheduled for 2 March 2016 (Report CC573).

University of London Institute in Paris (ULIP)

2050 The Collegiate Council received a report of the Board of the ULIP meeting held on 3 March 2016 (Confidential Report CC574).

2051 Members were informed that ULIP was concerned about the possible impact of the EU Referendum, which was due to take place on 23 June 2016, particularly if it was decided that the UK should leave the EU.

2052 Members welcomed the increasing involvement of Queen Mary University of London (QMUL) at the Institute through the LLM in Paris programme, as well as the provision of seminars and other events. The Principal of QMUL

reported that the LLM in Paris programme was gaining popularity and had attracted students from a wide range of countries, which had contributed to the vitality and vibrancy of the Institute.

University of London International Academy (UoLIA)

2053 The Collegiate Council received a report of the Board of the UoLIA meeting held on 17 March 2016 (Confidential Report CC575).

2054 The Collegiate Council noted, in particular, the following matters contained in Confidential Report CC575:

- (i) The success of the University's Massive Open Online Courses (MOOCs), which had registered their millionth student in February 2016.
- (ii) A list of recommendations from the Institutions Sub-Committee that had been noted/approved by the Board of the UoLIA (detailed at paragraphs 21-25 of Confidential Report CC575).

Report from the Trust Funds Committee

2055 The Collegiate Council received a report from the Trust Funds Committee (Report CC576).

2056 The University Secretary reported that, since its establishment in 2013, the Trust Funds Committee had made good progress to increase Colleges' awareness of available monies, to encourage Colleges to spend their allocated monies and, where appropriate, to transfer the administration of trusts to Colleges where a College was the sole beneficiary under the deeds of a trust.

Senate House Tower Special Collections Working Group

2057 The Collegiate Council received a report by the University Secretary with regard to the establishment of the Senate House Tower Special Collections Working Group (Report CC577).

2058 Members noted the remit of the Working Group, which had been tasked to consider and recommend on the feasibility of creating a shared centre for Special Collections in the Senate House Tower. A member reported that his College welcomed the initiative and thought that there might be strong demand for such a centre.

Annual Services Statement to Member Institutions – All Member Institutions

2059 The Collegiate Council received a report by the Pro Vice-Chancellor (Operations) with regard to the Annual Services Statement to Member Institutions covering all Member Institutions (Report CC578 and Appendix CC578A).

- 2060 Members noted that, in early-2016, Colleges had received bespoke statements covering the specific services provided to the College by the University in 2014-15, and that these statements had also been circulated, for information, to the members of the Board of Trustees.

Award of Degrees and Diplomas

- 2061 The Collegiate Council received and noted a report by the University Secretary with regard to recent awards of degrees and diplomas (Report CC579).

Confirmed Confidential Minutes of the Board of Trustees Meeting on 25 November 2015

- 2062 The Collegiate Council received and noted the Confirmed Confidential Minutes of the Board of Trustees meeting held on 25 November 2015 (Confidential Report CC580).

Confirmed Confidential Minutes of the Board of Trustees Meeting on 27 January 2016

- 2063 The Collegiate Council received and noted the Confirmed Confidential Minutes of the Board of Trustees meeting held on 27 January 2016 (Confidential Report CC581).

Unconfirmed Confidential Minutes of the Board of Trustees Meeting on 16 March 2016

- 2064 The Collegiate Council received and noted the Unconfirmed Confidential Minutes of the Board of Trustees meeting held on 16 March 2016 (Confidential Report CC582).

Dates of Future Meetings

- 2065 Members noted the dates of future meetings as follows (all on Fridays commencing at 8.30 am):

2015-16

1 July 2016.

2016-17

30 September 2016;

4 November 2016;

9 December 2016;

17 February 2017;

5 May 2017; and

7 July 2017.

Any Other Business

City University of London ('City')

- 2066 The Chair reported that Professor Sir Paul Curran, the Vice-Chancellor of City, had accepted an invitation from the Chair to observe the next Collegiate Council meeting on 1 July 2016. Members noted that City's admission to the University of London federation was expected to take place, as planned, on 1 August 2016.