HIGHLY CONFIDENTIAL

Keele UNIVERSITY

MINUTES OF A COUNCIL MEETING

Held on 8th February 2024

ITEM	DISCUSSION	ACTION	WHO
1.	**Apologies & Absences** For a record of attendance, apologies and absences, see attached list. It was noted that the Pro-Chancellor had unavoidably sent his apologies, so the meeting was chaired by Richard Barnes, Deputy Pro-Chancellor.		
2.	**Declarations of Interest** All the staff members of Council and all the staff attendees declared that they were members of the Universities Superannuation Scheme (USS). Lesley Thompson declared that her husband was also a member of USS.		
3.	**Student Story** *Item confidential.*		
4.	**Minutes and Actions** (i) Minutes Council received and approved the minutes of the Council meeting held on 23rd November 2023, subject to amendments to the attendance list. *Item commercial in confidence.* (ii) Actions List Council received and noted the actions.	To amend the attendance list	Governance Secretariat Manager
5.	**Matters Arising** Council discussed the ongoing situation in the Middle East and the effect on staff and students, which had been raised and discussed at the previous meeting. It was noted that the University needed to be conscious of its charity status and could not be seen to be expressing a view, but freedom of speech enabled staff and students to do so.		

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	The University reiterated its approach that it had worked hard to ensure the Keele community felt supported, valued, respected and safe and that its support services were open to everyone. Regular emails were being sent to staff and students and social media was being used to raise awareness of the support on offer and data showed that they had led to an increase in people accessing the University's resources and support services.		
PART A – REPORTS & APPROVALS			
6A.	**Vice-Chancellor's Report** Members received an update on the following: ▪ The Vice-Chancellor reported that the recent articles in the press about international student recruitment would have had a detrimental effect on recruitment. Universities UK (UUK) was leading a challenge on behalf of the sector and had complained to the Independent Press Standards Organisation. UUK had also committed to reviewing the Admissions Code of Practice. Council was assured that at Keele, there were strong criteria for progression from FY for both international and home students . ▪ The University had a visit from the Research Collaboration Advisory Team on 23rd January 2024. It is part of the Department for Science, Innovation and Technology and dedicated to providing advice on research collaborations. It was noted that the Audit & Risk Committee would receive a report on managing the risks associated with research and internationalisation. ▪ That two local MPs had raised with the Prime Minister in the House of Commons and with their constituents, their support for the University opening a dental school. The Vice-Chancellor wished to note that this had not been initiated by the University and that dental schools were expensive and not straightforward to run. It would, however, give it some consideration. ▪ Harper & Keele Vet School Strategic Vision ▪ Celebrating our 75th Anniversary ▪ Recent staffing appointments ▪ Winter Graduation Ceremonies ▪ January intake and Welcome ▪ Long Service Awards ▪ Celebrating Staff Success	ARC to receive a report on the risk associated with research and internationalisation	Chief Operating Officer

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	• Green Gown Awards • Launch of 2024 National Student Survey • College memorandums of understanding • Midlands Innovation Strategy The University needed to submit a new Access & Participation Plan (APP) later this year and the Office for Students had taken steps in recent months to renew the approach to access and participation. A briefing on the new approach and our plan to deliver a new APP was provided by Rebecca Lancett (Head of Student Participation & Success). It was noted that having an approved APP was a requirement to be eligible to charge the higher home fee rate of £9,250. The presentation included the following: • What was an APP? • Why did we need an APP? • New OfS information • Our gaps • Collaborative working and themes • Useful links It was noted that work had been undertaken to further review intersectionality and links between the APP and the National Student Survey. Council commended and welcomed the presentation and noted that the revised APP would be brought to Council in due course.	To present the revised APP to Council	Vice-Chancellor
7A.	**Student Reports** (i) <u>Report of the Students' Union (SU)</u> The Union Development & Democracy (UDD) Officer presented her report, which included: • CEO recruitment • Warmer Winter • Sexual Health & Guidance Week • Elections • Varsity • CEO Update (ii) <u>Report of the Keele Postgraduate Association (KPA)</u> The President of the KPA presented her report, which included:		

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	- KPA By-Election update - KPA Events - KPA Constitutional changes - Clubhouse updates		
8A.	**Key Performance Indicators** *Item commercial in confidence.*		
9A.	**Risk Management** *Item commercial in confidence.*		
10A.	**Finance Report** (i) Period 4 Management Accounts *Item commercial in confidence.* (ii) OfS Forecast *Item commercial in confidence.*		
11A.	**Academic Delivery Plan** *Item commercial in confidence.*		
12A.	**Recruitment & Admissions Update** *Item commercial in confidence.*		
13A.	**Campus Masterplan** *Item commercial in confidence.*		
14A.	**Secretary's Report** The Secretary to Council presented her report as follows: - Council approved amendments to the Schedule of Delegation. - It was noted that 8 documents were signed under Seal since the previous meeting. - It was noted that Chair's action had been taken on three occasions since the previous meeting. - Council was presented with information on training and some useful resources.		
PART B – COMMITTEE REPORTS			

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15B.	**Committee Reports** Council received updates on the recent meetings of the Senate and the Business Review Committee.		
PART C – ANY OTHER BUSINESS			
16C.	**Any Other Business** Council requested greater use of webinars in the lead up to Council meetings to provide background information and to inform discussion on key issues at meetings.	To make greater use of webinars	Secretary to Council
17C.	**Date of Next Meeting** The date of the next meeting would be 25th April 2024.		

A	Mike Farrar	Pro-Chancellor
	Richard Barnes	Deputy Pro-Chancellor (in the Chair)
A	Sally Bucknell	Deputy Pro-Chancellor
	Richard Callaway	Deputy Pro-Chancellor
	David Hall	Honorary Treasurer
	Professor Trevor McMillan	Vice-Chancellor
	Professor Mark Ormerod	Deputy Vice-Chancellor and Provost

MEMBERS OF UNIVERSITY STAFF

Dr Abbie Rutter	Senate Member
Dr Masi Noor	Senate Member
Dr Shalini Sharma	Senate Member
Emma Colley	Appointed by the Professional Services Staff

LAY MEMBERS APPOINTED BY THE COUNCIL

	Ruth Bagley
	Tracy Bullock
	Jane Burns
	David Brown
	Tim Forman
	Simon Greenhalgh
A	Hifsa Haroon-Iqbal
	Sherree Schaefer
	Dr Lesley Thompson

STUDENT MEMBERS

Jade Cioffi	Union Development & Democracy Officer, Students' Union
Rachana Dhaka	President, Keele Postgraduate Association

SECRETARY TO COUNCIL

Clare Stevenson	Secretary to Council

IN ATTENDANCE

Dr Mark Bacon	Chief Operating Officer
Frances Hewison	Chief People Officer
Pascale Vermassen	Chief Financial Officer
Tariq Khan	Governance Apprentice
Waleed Backler	Governance Apprentice

SECRETARIAT

Fiona Dumbelton	Governance Secretariat Manager

<u>Key</u>   A = Absent