

**Minutes of the eleventh meeting of the Board of Governors  
held on 20 October 2004**

**Present:** Sir John Carter

Peter Anwyl	Celia Phillips
Judith Baines	Abdul Rahim
Linden Ife	Brian Roper
Stephan John	Finlay Scott
Jeremy Mayhew	Fred Smith
Bob Morgan	Michael Snyder
Raj Patel	Orhan Tsolak
Helen Peters	

**Clerk to the Board:** John McParland

<b>In attendance:</b>	Bob Aylett	Rachel Thomas
	Jill Grinstead	Chris Topley
	Pam Nelson	Max Weaver
	Lyn Link	

**Apologies:** Graham Castle, Bill Clark, John Haworth, James Kempton, Frank McLoughlin, Dame Barbara Mills, Cherrill Scheer and Sarah Tyacke

**For presentation:** Dr Jennifer Somerville, Director of The London Office  
Leigh Rampton, Regional Initiatives Manager  
Kevin Kumar, Information and Project Manager

**110. Presentation**

The Board received an informative presentation from Dr Jennifer Somerville, Leigh Rampton and Kevin Kumar (The London Office) on The Thames Gateway, including background information about this project and possible opportunities for the University.

The following comments were noted:

- that non-confidential information concerning proposals for the Thames Gateway London initiative could be provided to The London Office by Michael Snyder.
- that sub-degree provision may be of more direct relevance based on the demographic information presented
- that the University would need to work hard to ensure inclusion in this initiative, and the recent conference on Cities, Regional Development and Higher Education was a helpful step in this direction

The Chair thanked the speakers for a very useful presentation. It was noted that the University's activity in the Thames Gateway would be reflected in a review of the Business Plan and would be submitted to the Board for approval in March next year in advance of the June budget, when any budgetary implications could be considered.

**(Action: Vice-Chancellor (Research and Development))**

## **111. Chair's Announcements**

The Chair announced that Max Weaver, Deputy Vice-Chancellor (Planning and Resources) would be leaving the University to take up the position of Chief Executive of Community Link, an East London charity. The Board thanked him for his contribution to the work of the Board and wished him success in his new role.

## **112. Appointment of Chair and Vice-Chair** (Agenda item BG/11.1)

It was noted that as it was the first meeting of the Board in the academic year it was necessary to appoint a Chair and Vice-Chair for the ensuing year in accordance with Article 8.

Nominations were invited for the Chair and received for Sir John Carter (proposed Jeremy Mayhew, seconded Michael Snyder). There being no other nominations, Sir John Carter was duly elected nem con, and took the Chair.

Nominations were invited for the Vice-Chair and received for Peter Anwyl (proposed Sir John Carter, seconded Abdul Rahim). There being no other nominations Peter Anwyl was duly elected nem con.

**113. Minutes of the meeting held on 23 June 2004**  
(Agenda item BG 11/2)

The minutes of the meeting held on 23 June 2004 were confirmed as a correct record and signed by the Chair.

**114. Minutes of the meeting held on 13 October 2004**  
(Agenda item BG 11/2.1)

The minutes of the meeting held on 13 October 2004 were confirmed as a correct record, subject to the amendment on page 2 of "Office of Fair Trading" to Office for Fair Access", and signed by the Chair.

**115. Matters Arising**

**Minute 87 - Fundraising Consultancy**

It was noted that the consultation was underway.

**Minute 91 - Contract of Employment/NATFHE Dispute**

It was noted that all Governors had been kept informed about the NATFHE dispute by letters of 28 August and 13 September.

The Vice-Chancellor updated Governors on the recent three day series of discussions with NATFHE in an attempt to resolve the dispute in the interests of the students and according to the agreed policy of the Board.

After the three days of discussion some greater clarity of the NATFHE position had been obtained but a clear understanding of matters relating to the contract, rather than extraneous matters which had also been raised, had not been achieved. Dialogue was continuing with NATFHE's full time officials and it had been a shared view that there should be further discussion. The Vice-Chancellor confirmed that it remained the intention to reach agreement provided the basis of such an agreement was reasonable.

The Board also noted the comments of the elected teaching staff Governor

which she had outlined in a letter to be sent to all Governors.

In the view of the elected teaching staff Governor teaching staff morale was low, staff did not feel valued and did not feel their contribution to the merger had been recognised. Staff felt that the Governing Body should be more closely involved in the dispute. The dispute itself had led to adverse media coverage and damage to the University's reputation.

The Vice-Chancellor stated that the efforts of all staff during the merger had been acknowledged on a number of occasions publicly. In respect of staff morale he added that a generally accepted indicator was staff turnover and this had fallen in the period since merger. With regard to adverse media coverage, the University had never initiated such coverage or sought to enlist the media in the dispute. Such coverage as had appeared had been initiated, encouraged and sustained by NATFHE.

The President of the Students' Union also expressed his concerns about the effect the dispute was having on the students. It was noted that of the 6,000 students originally affected by the External Examiners boycott called by NATFHE only 250 were still affected.

An Academic Board Governor reminded the Board that, as an LGU Governor, he had clearly advised the former LGU Board in July 2002 that the majority of LGU staff did not want the merger to proceed. He had also advised, at meetings of the former Joint Committee in 2002, that the respective LGU and UNL staff contracts should be seen as a continuum with a harmonised contract lying somewhere between the two. Consequently, given the opposition to merger and the choice of the former UNL contract as the preferred contract it was unsurprising that City Campus academic staff were hostile to the contract.

Governors questioned what, if any, matters of substance had been identified by NATFHE as contentious.

Governors expressed the view that despite the various approaches made direct to them by NATFHE through lobbying, letter and telephone they remained unable to detect any issues of substance in respect of the introduction of the academic contract. Consequently the Board requested that NATFHE should state clearly what the issues of substance were in relation to the LondonMet academic contract. Governors stressed that the issues identified must relate to the **terms** of the contract and not to any extraneous matters, and neither did they wish to receive any comments which related to the history or process of the introduction of the contract as these matters were not considered to be of continuing relevance to the resolution of the dispute.

In making the request the Board stressed that it did not intend to create new mechanisms for dialogue or to deviate from the processes currently in operation. It did not intend to prevent or replace the existing discussions with NATFHE. It was noted that the Disputes Committee referred to at the last meeting had been offered to and rejected by NATFHE. The response to the Board's question should be referred to the Finance and Human Resources Committee for consideration at its next meeting and any necessary report made to the Board in accordance with the existing process for consideration of the matter.

**(Action: Vice-Chancellor/Director of Human Resources/Clerk to the Board)**

#### **Merger integration**

It was noted that a report would be submitted to the next meeting of the Finance and Human Resources Committee on any outstanding staffing matters awaiting post merger integration.

**(Action: Director of Human Resources)**

#### **Minute 95 - Digital manufacturing Centre**

It was confirmed that the funding for Project 1 had now been received and that therefore, in accordance with the Board's earlier resolution, this project would now proceed. It was noted that the QS work approved by the Board for Project II was underway. A further report on any developments would be submitted to a future meeting of the Board.

**(Action: Deputy Vice-Chancellor (Research and Development))**

#### **Minute 100 - Subsidiary Companies**

It was noted that the agreed recommendations for the University's subsidiary companies were nearing completion.

#### **Minute 102 - Subsidiary Company in Nigeria**

It was noted that arrangements were progressing.

- 116. Report for the period 14.6.04 - 18.10.04 from the Chief Executive**  
(Agenda item BG 11/4)

#### **Financial Reports**

## **117. Student Recruitment - oral update**

The Board received an oral update on student recruitment from the Vice-Chancellor. It was noted that a comparison had been made with last year's admissions data. The current indications were that recruitment levels were as follows:

### **Overall position**

0.8% up on same stage at last year

### **Fee category (Home/EU)**

Down a little - 1.3%

### **Overseas**

Up 14.8%

### **Full-time/sandwich home student**

Up 0.9%

### **First Year Undergraduate (Home)**

Up by 11%

### **Postgraduate taught students**

Appear to be up

### **Postgraduate taught students - overseas**

Up 18.5%

The following comments were also noted:

- that it was important to be aware that the continuing growth in international students was offsetting the relatively flat home recruitment position
- that part-time/evening student recruitment could be an area for concern
- that the overseas market for overseas undergraduate students indicated a shift and could be an area for concern

It was noted that the initial indications were optimistic, and better than expected. It was noted that a further fuller report would be made to the December Board.

## **118. Management Information**

(Agenda item BG 11/5.2)

The Board received the report from the Director of Finance on Management Information.

It was noted that the University was slightly ahead of budget.

It was also noted the draft statutory accounts would be submitted to the next meeting of the Board together with a full set of management information.

**(Action: Director of Finance)**

**119. Tuition Fees**

(Agenda item 11/5.3)

The Board noted the discussions and the agreed approach referred to in the meeting of the Board which took place on 13 October 2004 (Agenda item 11/2.1 refers).

It was noted that a framework for approval would be submitted to the Finance and Human Resources Committee in November for approval by the Board in December.

**(Action: Director of Finance/Secretary and Clerk to the Board of Governors)**

**120. Pakistan Campus**

(Agenda item 11/5.4)

The Board received the report on the proposed establishment of a Pakistan campus.

It was noted that the recommendations had been revised to allow more time to prepare a detailed evaluation.

The following comments were also noted:

- the background of the students who would be targetted
- the location of the teaching staff who would be involved
- that the primary objectives needed to be clarified, including an academic risk assessment, and that the main aim of this project should be to supplement the University's income while not diverting disproportionate focus from the University's core activities.

The Board approved:

1. Expenditure of up to £100,000 to undertake a thorough financial analysis of the project in more detail, including advice on the UK and Pakistani tax implications, detailed risk analyses and other relevant financial matters, to report to a future meeting of the Finance and Human Resources Committee.
2. That following consideration by the Finance and Human Resources Committee a final report for decision be submitted to the Board.

**(Action: Vice-Chancellor/Director of Finance and Secretary and Clerk to the Board of Governors)**

## **121. Committee Membership** (Agenda item BG 11/6.1)

The Board received the report and approved the following appointments:

### **Finance and Human Resources Committee**

Bill Clark to be appointed in place of Linden Ife.

### **LondonMet Enterprises Ltd**

Sue Proudfoot (Director of Business Development) to be appointed as a Director.

### **Nigerian Subsidiary**

Peter Anwyl to be appointed as a second director (in addition to the Vice-Chancellor).

### **Women's Library Council**

Vikkie Woollard (Lecturer, Arts & Policy Management, City University) to replace Maggie Semple for the period to 30 September 2007.

Margaret Andrews (Director of Learning, Hackney Community College) to fill the vacancy left by Rabbi J. Neuberger for the period to 30 September 2006.

Councillor Louise Alexander, nominee London Borough of Tower Hamlets, for the period to 30 September 2007.

Mr Jane Barrett, nominee Josephine Butler Society, for the period to 30 September 2007.

**122. Appointment of Internal Auditors**  
(Agenda item BG 11/6.2)

The Board received and noted the report on the appointment of the Internal Auditors.

It was agreed that Mazars be appointed as internal auditors for the year 2004/05 subject to matters of fee and performance being confirmed.

**123. Date of Next Meeting**

It was noted that the next scheduled meeting of the Board would be held on Thursday 16 December at 4.45pm in the 8th Floor Boardroom, Technology Tower, Holloway Road (North Campus).

## **AGENDA PART TWO**

### **124. The Board noted for information**

(Agenda items BG 11/7.1 - BG 11/7.5)

- a) Dates of Future Meetings
- b) Current Membership
- c) Outline Agenda for next meeting
- d) HEFCE Return
- e) Report from the President of the Students' Union.

It was noted that an Annual Report on the work of the Students' Union would be submitted to the next meeting of the Board.

It was also noted that alternative arrangements had been made during the recent closure of Commercial Road which had been caused by an inoperative fire alarm since repaired.

### **125. The Board noted the unconfirmed Minutes of:**

(Agenda items BG 11/8.1 – 11/8.5)

- a) Minutes of the Audit Committee – 7 July 2004
- b) Minutes of the London Metropolitan University Student Centre Ltd - 14 July 2004
- c) Minutes of the London Metropolitan University Enterprises Ltd - 14 July 2004
- d) Minutes of the Finance and Human Resources Committee - 21 July 2004
- e) Minutes of the Nominations Committee - 6 October 2004