

**GOLDSMITHS**  
University of London

**COUNCIL**  
Minutes of the meeting held on 20 March 2013

**OPEN BUSINESS**

**Present:** Rt Hon Estelle Morris (in the Chair), Dr Virginia Brooke, Ms Althea Efunshile, Dr Rupert Evenett, Mr Sebastian Hicks, Mr Dan Lambeth, Mr Gerald Lidstone, Mr Patrick Loughrey, Mr Brian Lymbery, Ms Jackie Morgan, Dr Richard Noble, Professor Simon McVeigh, Mr Samson Osun, Professor Jane Powell, Dr Barry Quirk, Ms Vivienne Rose, Ms Cathy Runciman, Ms Mary Stacey, Ms Colleen Toomey, Dr Derval Tubridy, Ms Jessica Wanamaker, Dr Michael Young.

**Apologies:** Mr James Grierson, Mr Dick Melly, Mr David Richards, Dr Gareth Stanton, Mr Philip Wright.

**In attendance:** Registrar and Secretary (Secretary), Director of Finance, Head of Corporate Governance and Information Management.

**Observers:**

*Before the meeting most members of Council attended presentations on the framework of financial regulation from the Director of Finance, and on legal and other external obligations, from the Head of Corporate Governance and Information Management.*

**1 MEMBERSHIP OF COUNCIL**

**Noted:**

that the following members would join Council with effect from 1 September 2013, in addition to the independent members appointed at the last meeting:

*Staff members:*

Mr John Wadsworth, as a member of the Senior Academic Staff on Council for three years from 1 September 2013, elected by the Senior Academic Staff (*vice* Dr Gareth Stanton);

Professor Roger Burrows and Professor Mark d'Inverno, who would become members *ex officio* by virtue of their appointments as Pro-Wardens (see item 4(iv) below).

*Student members (2013-14 only)*

Mr Conrad Grant, President.

Mr Sebastian Hicks, Students' Union Chair (re-election of current Council member for a further year).

## **2 MINUTES**

### **Resolved:**

that the Minutes of the meeting held on 29 November 2012 be approved.

## **3 MATTERS ARISING FROM THE MINUTES**

### **Noted:**

that the College's Equalities data (January 2013) now formed part of the Publication Scheme (*Council Minute 7, 29 November 2012, refers*).

## **4 REPORT ON ACTION TAKEN BY THE CHAIR**

### **Noted:**

the following action taken by the Chair (13-130):

- (i) To appoint a Disciplinary Tribunal under Statute 16, to be held on 7 November 2012, with the following members:  
Dick Melly (Chair)  
Brian Lymbery  
Dr Juliet Sprake
- (ii) To consider a paper presented to Academic Board on 12 December 2012 concerning an amendment to the Records Management Policy to support research data management (12-453), and to resolve:
  - (a) that the amendments to the Records Management Policy (2009), attached as Appendix B to paper 12-453, be approved with effect from 1 January 2013;
  - (b) that Council delegate to Academic Board approval of further amendments to the Records Management Policy relating exclusively to research records;
  - (c) that the College's block grant from Research Councils UK to support the RCUK Policy on Open Access be held centrally by the Research Office.
- (iii) To approve amendments to the Freedom of Information and Publication Scheme Complaints Procedure to cover complaints under the Environmental Information Regulations also, as detailed at Appendix A paper 13-130.
- (iv) To create a new title of Pro-Warden with effect from 1 September 2013: Pro-Warden (Interdisciplinary Development), and to appoint Pro-Wardens with effect the same date, as follows (Appendix B to paper 13-130 refers):

Professor Mark d'Inverno: Pro-Warden from 1 September 2013 to 31 August 2017 (0.7 fte), to be assigned initially to the role of Pro-Warden (Research and Enterprise).

Professor Roger Burrows: Pro-Warden from 1 September 2013 to 31 August 2017 (0.7 fte), to be assigned initially to the role of Pro-Warden (Interdisciplinary Development).

- (v) On the recommendation of the Chair of Environment and Sustainability Sub-Committee, to appoint the following to membership of the Committee with immediate effect, and until 31 August 2015:

Dr Noortje Marres; Ms Rachael Johnson; Ms Melanie Rimmer.

## **5 WARDEN'S REPORT**

The Warden gave a report including the following matters:

- (i) the good progress being made in student recruitment (see item 6 below);
- (ii) the success of recent events demonstrating the impact of the College on Society, including the "Making a Difference" conference concerning Goldsmiths research;
- (iii) the success of a Goldsmiths PGCE student, Mr Jonathan Pope, in the "Chinese Bridge" competition for proficiency in Chinese language and culture;
- (iv) the leading work of Professor Natalie Fenton in analysis of the Leveson report and responses to it;
- (v) the appointment of the new Director of Human Resources, Ms Kath Clarke.

## **6 STUDENT ENROLMENT AND RECRUITMENT**

### **Received:**

an update on student enrolment and recruitment, from which a generally positive picture was noted (13-48R2).

## **7 PRIMARY RESPONSIBILITIES OF COUNCIL**

### **Resolved:**

to approve proposed amendments arising from the annual review of the Primary Responsibilities as set out in Appendix A to paper 13-131.

## **8 CUC CODE OF PRACTICE COMPLIANCE**

### **Received:**

an update report on the College's state of compliance with the CUC Code of Practice (13-132).

Council noted the following areas in which the College was not fully aligned with the Code:

- (i) Some issues relating to the employment responsibilities of Council had been in need of attention for many years, but the appointment of a new Director of Human Resources at the beginning of the current term offered an opportunity to address these.

- (ii) Although, since 2009, the fourth meeting of Council referred to in the code had been scheduled for October, in recent years it had not been held. However, the advent of informal meetings of Council meant that there were now increased opportunities for members to keep in touch with each other and the affairs of the College, notwithstanding the obligation placed on members of Council to refrain from taking decisions outside formal meetings.
- (iii) Council had not in recent years considered updates of key performance indicators (KPIs) regularly; however following the development of new KPIs in 2012, and the approval of a new Strategic Plan forming a context for them, the College was on track to be fully in line with the Code, with a next report on performance against KPIs due at the Summer 2013 meeting of Council.
- (iv) The commitment of Council to adopt a Stakeholder Management Plan, as an outcome of the 2009 Effectiveness Review of Council, needed to be better known amongst staff, to enable current initiatives relating to the issue to be fully coordinated, and managed in cognisance of the CUC Code and the overarching plans of Council to meet its requirements. Council was content to maintain its position as previously established, that liaison with stakeholders should be regarded as the responsibility of Council as a whole, rather than of the Chair as specified in the CUC Code.
- (v) The new Chair of Council intended to ensure that a clear procedure existed for appraising the performance of the Warden.
- (vi) The permitted scope for decision-making by the Warden needed to be reviewed as part of the Committee Review to be conducted in 2013-14.
- (vii) The question of the number of members of Council would be reviewed as part of the Committee Review, along with several outstanding matters from the 2009 Effectiveness Review, relating to the committee system.
- (viii) The required separation of the roles of Registrar and Secretary and Secretary to Council, in particular when held by the same person, had been established by Statute; however this had not been appropriately reflected in the recruitment particulars when the post of Registrar and Secretary was last advertised, and this error would need to be avoided on future occasions.

## **9 COUNCIL SKILLS PROFILE AND RECRUITMENT**

### **Received:**

a report (13-133) on matters referred to Council by Nominations Committee, in the light of the outcomes of a consultation of Council members by correspondence since the last meeting (13-35).

### **Resolved:**

- (i) that a revised skills profile be approved as set out in paper 13-133, subject to minor amendment in the light of proposals from members;
- (ii) that members of the academic staff of other higher education institutions be no longer explicitly encouraged to apply for Council membership;

- (iii) that skills profile information should be collected from staff members of Council from the academic year 2013-14.

## **10 PENSIONS**

### **Received:**

a paper from the Director of Finance on the College's pension position (13-84R).

Council noted the outline of likely financial implications of various forthcoming pensions changes, as provided in the paper. It was noted that the additional requirements would be taken into account in future generic forecast and budget reports to Council.

Council requested further information on the arrangements for giving advice to staff, and the question of how actively the pension funds for College employees were managed.

## **11 STRATEGIC RISK REGISTER**

### **Received:**

an update of the Strategic Risk Register (13-30).

It was noted that although the Strategic Risk Register was planned as an annual discussion item in the Summer term, in this year the Summer term meeting was expected to be heavier than Spring, and therefore the substantive discussion of the Register had been brought forward.

Members of Council noted the development of the Strategic Risk Register as a useful and evolving working tool. It was noted that financial sustainability was a focus of active work in relation to risk.

## **12 MINUTES OF AUDIT COMMITTEE**

### **Received:**

the minutes of the meeting of Audit Committee held on 14 February 2013 (13-134).

## **13 TRAC RETURN**

### **Noted:**

the TRAC return already submitted by the College by the 31 January 2013 deadline, by Chair's action on behalf of Finance and Resources Committee (13-87).

## **14 FINANCIAL LIMITS**

### **Resolved:**

to approve amendments to the current Financial Limits approved in 2006, as set out in paper 13-83R.

## **15 GENERAL REGULATIONS**

### **Resolved:**

to approve amendments to the General Regulations with effect from 1 September 2013 (13-106), including a major restructuring of the categories of student defined by Regulation, and changes to the arrangements for specifying fees.

## **16 TERMS OF REFERENCE AND COMPOSITION OF COMMITTEES**

### **Resolved:**

to approve changes to terms of reference and composition of committees with effect from 1 September 2013 (13-135).

## **17 ANNUAL REPORTS OF COMMITTEES: HEALTH AND SAFETY COMMITTEE**

### **Noted:**

- (i) that the Health and Safety Committee Annual Report on the calendar year 2012 had been deferred to the Summer term 2013 meeting of Council.
- (ii) that thereafter, to align with a change in external statistical reporting, the Health and Safety Annual Report would be presented with most other Annual Reports, at Autumn term Council, with the next (transitional) report, covering both the calendar year 2013 and the period 1 January 2014 to 31 August 2014, being in the Autumn term 2014.

## **18 PROMOTIONS AND PROGRESSION APPEALS**

### **Received:**

a report on a progression appeal panel meeting on 5 November 2012 (13-136).

## **19 FORTHCOMING MEETINGS**

### **Noted:**

the following forthcoming meeting dates: (all at 4pm):

25 June 2013

28 November 2013

10 April 2014

26 June 2014