



BOARD OF GOVERNORS

**Minutes of the meeting held
on Monday 25th March 2013**

PRESENT: Sir M Thornton (Chairman) Mr P Hyland
Mr P Abernethy Professor P Lisboa
Mr T Aldus Dr P Livsey
Ms N Benson Sir B Massie
Mrs K Byrne Mr B McCann
Mr J Carson Mr R McGee
Mrs C Dove Mr G Morris
Mr R Hill Ms D Shackleton
Mr P Holme Mr J Stopforth
Mr A Holroyd Professor N Weatherill

IN ATTENDANCE: Ms J Bertolini (Director of Finance & Deputy Chief Executive)
Mr C Davies (Director of Estate Management) (up to Item 8 only)
Mr P Evans (Strategy Management Director)
Ms K Johnston (Dean, Faculty of Education, Community and Leisure) and Dean, Faculty of Health and Applied Social Studies)
Mr S Kenny (Pro-Vice-Chancellor (Education))
Ms J Martin (Director of Marketing and Corporate Communications) (Up to Item 8 only)
Professor D Meehan (Dean, Faculty of Technology & Environment)
Professor M Parkinson (Director of the European Institute for Urban Affairs) (Up to Item 8 only)
Mr M Power (Registrar & Deputy Chief Executive)
Mrs D Tipping (Meeting Secretary)
Professor R Webster (Dean, Faculty of Arts, Professional and Social Studies)
Professor P Wheeler (Dean, Faculty of Science)
Ms A M Wild (University Secretary & Deputy Chief Executive)

WELCOME

The Chairman, on behalf of the Board, extended his congratulations on the election of Mr Curtis Reid, the recently newly elected President of LiverpoolSU. The current President, Mr Paul Abernethy, advised that Curtis could not attend the Board of Governors this evening but would pass on the Board's good wishes. Curtis will formally take up his position as Governor on 2nd July 2013, but it is hoped he will attend the Board Meeting on 1st July 2013 as an Observer.

LJMU 13.01 **APOLOGIES**

Full attendance. Apologies for lateness from Mr John Carson.

LJMU 13.02 **MINUTES**

The Board **approved** as a correct record the minutes of the meeting held on 19th November 2012 (LJMU 13/01) and 31st January 2013 (LJMU 13/02).

LJMU 13.03 **MATTERS ARISING NOT SHOWN ELSEWHERE ON THE AGENDA**

- (a) The Chairman **confirmed** for the record that he had, on behalf of the Board, **approved** and signed the Access Agreement & Widening Participation Strategic Assessment Monitoring Return 2011-12.
- (b) The Chairman **confirmed** for the record that he had, on behalf of the Board, **approved** and signed the Annual Monitoring Statement 2012.

LJMU 13.04 **HEALTH AND SAFETY MATTERS**

There was nothing to report under this standard item.

LJMU 13.05 **RISK**

- There was nothing to report under this standard item. However, it was noted that further discussions regarding the University's Estate and the Copperas Hill acquisition would be discussed later on in the agenda and that this would be considered as part of the ongoing oversight of the Risk Register.
- The Strategy Management Director reported that as a consequence of suggestions from previous meetings of the Board, the Risk Register will now have arrows pointing up or down to indicate any changes from the previous Risk Register thus enabling Governors to have a clearer understanding of any movement in risks.

LJMU 13.06 **UPDATE FROM STRATEGIC EVENT 30th AND 31st JANUARY 2013 & 26th FEBRUARY 2013**

The Board **received** the report and presentation of the Vice-Chancellor & Chief Executive and presentations from the Director of Finance & Deputy Chief Executive and the Director of Marketing and Corporate Communications. (LJMU 13/03;13/03/a;13/03/b;13/03/c; and 13/03/d).

Secretary's Note: These reports and comments are restricted due to their commercial sensitivity at this time and are therefore not available for public information.

LJMU 13.12 Governance Arrangements:

It was **reported** that:

- The Chairman advised that Governors had set clear parameters which cannot be breached without approval of the Board of Governors. However, given the cycle of committees, there will always be matters that need to be dealt with between meetings. In this respect it is proposed that the new Chairman will set up a Steering Group comprising of the Chairman and one or two Governors, with the ability to co-opt particular expertise onto the Steering Group at different stages of the project.

It was understood that large projects can slip and therefore need to be monitored carefully. By forming a Steering Group this would ensure that Governors receive the detail and assurance they need from other Governors who will have a better understanding of the ongoing issues and can report back to the full Board. The Steering Group would ensure good communication between the Executive and Governors and also provide the assurance Governors will need to ensure the project is being managed effectively. The Vice-Chancellor welcomed this initiative.

- The new Chairman will invite two or three people from the Board of Governors who he feels will have the relevant experience and availability, and therefore be best placed to be a member of the Steering Group. The new Chairman will report back to the Board meeting to be held on 1st July 2013.

Action: Chairman-Elect and University Secretary & Deputy Chief Executive.

LJMU 13.13 Estates Strategy

The Vice-Chancellor proposed that a draft of the Estates Strategy will be prepared for discussion at the next Board of Governors.

- The Chairman stated it was a huge satisfaction to get to this point and that the new Chairman would now have the ammunition he needed to take the Estate Strategy forward to fruition. The Chairman expressed his pride in all the Governors who had contributed to this important process.

Action: Vice-Chancellor

Secretary's Note: Mr C Davies, Ms J Martin and Professor M Parkinson left the meeting at this point.

LJMU 13.14 NSS/LEAGUE TABLES

The Board **received** the oral report of the Vice-Chancellor & Chief Executive.

It was **reported** that:

- The next set of league tables (Guardian and Complete University Guide) are published in May. These will include last year's NSS results, which had a 3% improvement in overall satisfaction and which had the positive impact in the last Sunday Times Table.
- Other data sets will be derived from HESA which show that intake quality has been maintained and that good honours have improved from 54.9% to 61.3%. Consideration of good honours of classified degrees only has shown an improvement from 62.4% to 71.0%.
- The NSS the survey is open and will close on the 30th April. So far the University's overall response rate is 54.59% with the national response rate standing at 54.89%. Excluding NHS students, which is defined as a subset, and looking only at the main sample, the response rate is 55% compared to the national response rate of 54.7%.
- LJMU entry qualifications have risen to 326 points - an 86 point improvement from 2008/09 which stood at 240 points.
- It is hoped that there will be an improvement in the next round of league tables, which will be reported at the Board of Governors on 1st July 2013.

It was **commented** that:

- The Vice-Chancellor advised a report would come to the July Board of Governors regarding NSS tables.

The Board **noted** the report.

LJMU 13.15 VICE-CHANCELLOR & CHIEF EXECUTIVE'S REPORT

The Board **received** the presentation of the Vice-Chancellor & Chief Executive, supported by an advanced briefing note (LJMU 13/04).

It was **reported** that:

- LJMU further improved its rankings in the Top Employers list in Stonewall's Top 100 and is now ranked 2nd of all UK universities and number 1 in the North West. LJMU was placed 28th overall, which is a jump of 23 places from 2012.

- The annual visit of the Higher Education Funding Council for England (HEFCE) took place on 14th March 2013. The discussions covered: the Strategic Plan 2012-2017; finance and funding; student matters; international strategy; estate planning; research and enterprise; and, equality and diversity. HEFCE gave an update on the higher education landscape highlighting key issues. No formal report is produced from these visits. However, HEFCE did not have any issues of concern regarding the University. The important grant funding letter for 2013/14 was received on 21st March which was positive for next year with an increase in core funding but then falling back for future years. The University is currently working through the implications for years two and three and will report further in due course.
- The University's provisional Student Number Control (SNC) has been set at 4506. This represents a significantly lower allocation than for 2012/13 (4869). This is due to deregulation at A-level grades ABB and above. The Government has confirmed that there will be no further deregulation below ABB.
- HEFCE has assumed that the University has 553 students on designated Strategically Important and Vulnerable Students (SIVS) programmes. This represents a reduction from 629 in 2012/13 and reflects the 2012 recruitment pattern. The SIVS numbers remain within the SNC.
- In relation to 2013/14 student targets, it remains business critical that the University manages the targets and recruitment process for 2013/14 extremely carefully. The University must ensure recruitment within the SNC whilst also maximizing the number of ABB+ students recruited. As of 20th January 2013 LJMU has 2227 applications from ABB+ students (predicted), of which 454 have LJMU as their first choice.
- The Board had previously been informed that the Quality Assurance Agency (QAA) had lifted its assessment of 'limited confidence' in LJMU's management of the academic standards of its collaborative overseas 'recognition and validation awards' and that they now have confidence in the University in this aspect of the University's academic provision. The University has been informed that the next Quality Assurance Agency (QAA) Institutional Review will take place in the session 2015/2016.

The Vice-Chancellor was also pleased to inform the Board that further good news had been received from the QAA in that they have accepted the University's mid-term review. In addition, following their recent review of UK HE provision in China, the QAA has published a very positive case study in relation to the University's arrangements with the Shanghai British College (SBC). The Vice-Chancellor thanked Mr Steve Kenny, the Pro-Vice-Chancellor (Education), and Professor Diana Meehan

(Dean, Faculty of Technology & Environment) for their help in preparing for and participation in the review.

- Elected members of Academic Board have been requested to extend their term of office, currently scheduled to conclude on 17th April 2013, until the end of the current academic year (31st August 2013). The elections were put on hold to ensure that the Academic Board membership complies with the Articles of Government and reflects the University's organisational structure following the management re-alignment work underway.

This extension of time will also assist with aligning Academic Board business with the academic year enabling existing members to attend the last meeting of the Academic Board in June.

- The announcement of the new Chancellor was made public on Thursday 14th March 2013. Early feedback indicates that this has been well received within the University and around the City. The installation of the Chancellor will take place in the Anglican Cathedral on Monday 20th May 2013. Plans for the occasion are in development and Board members were asked to save the date in their diaries.
- The University has agreed to become a Principal Partner of Liverpool Philharmonic. The partnership will have four key strands, namely; Branding and Advertising; Hospitality; Community Engagement; and Student Experience. A significant thrust will be student and community engagement, including supporting the 'Kids Club' to encourage involvement in music for children from ages 1 to 13 years. Liverpool Philharmonic's Saturday series of concerts will be known as 'The Liverpool John Moores University Series'.
- The University will work in partnership with the John Moores Liverpool Exhibition Trust to promote the John Moores Painting Prize in China. The University will target its partners in China, particularly in Shanghai, to support raising the profile of the award.
- The Vice-Chancellor informed the Board of the outcomes of the Honorary Fellows Committee which included an Honorary Fellowship for Judge Steel, a recent member of the Board of Governors. The Vice-Chancellor was also pleased to announce that a unanimous decision of the Honorary Fellows Committee was to award an Ambassador Fellowship to the outgoing Chairman and Pro-Chancellor, Sir Malcolm Thornton, and he had accepted this prestigious Fellowship.

The Board **noted** the report and **approved** the Academic Board members' extension of their term of office until 31st August 2013.

ALIGNMENT OF THE ORGANISATION TO THE STRATEGIC FRAMEWORK 2012-2017 – PHASE II

The Board **received** the report of the Vice-Chancellor & Chief Executive (LJMU 13/05).

It was **reported** that:

- Following agreement of the Strategic Framework 2012-2017, the Board of Governors approved the realignment plans proposed by the Vice-Chancellor & Chief Executive. The proposals were motivated to drive and deliver changes in approach across all parts of the University and to underpin the strategic desire for increased clarity of roles, expectations and responsibilities. These proposals supported increased coordination, control and compliance and would help to deliver enhanced institutional focus on critical strategic priorities, as outlined in the Strategic Framework.
- Following approval by the Board it was agreed that the new arrangements in the Senior Team would be effective from 1st August 2012, accepting the requirement for a smooth and coordinated transition of responsibilities. These have been implemented. Discussions were underway on how the newly established professional services and standardised Faculties will link together and interact successfully to optimise operational delivery and the student experience.
- The Strategic Management Team (SMT) has now put forward a proposed realignment with the intention that the new structure will be in operation by 1st August 2013.
- A common framework has been agreed to ensure clarity and coherency, with transparency of roles and responsibilities across the Institution. One structure will operate in Faculties, one structure will operate in Schools, and one structure will operate across the three professional service areas, to be known as Divisions.
- Within the Vice-Chancellor's Office will be the Pro-Vice-Chancellor (PVC) (Education); the PVC (Scholarship, Research and Knowledge Transfer); the PVC (External Engagement); the Strategy Management Director and Strategy Support Office, which is responsible for ensuring the overall strategy is progressed through all activities measured by Key Performance Indicators (KPIs) and targets.
- There will be three Professional Service Divisions as follows:
 - Student and Academic Services Division: Led by the Registrar & Deputy Chief Executive incorporating the departments of Academic Registry (including the

Academic Enhancement Unit; Student Administration; Information and Reporting; Student Advice and Wellbeing).

- Centre for Entrepreneurship
 - International Relations
 - IT Services
 - Library Services
 - Student Recruitment and Widening Access
 - World of Work Careers Centre
- Corporate Services Division: Led by the University Secretary & Deputy Chief Executive incorporating:
 - Human Resources
 - Legal and Governance Services, incorporating Student Governance and Safety and Health Services
 - Marketing and Corporate Communications
 - Organisational Development
 - Secretariat
 - Finance and Resources Division: Led by the Finance Director & Deputy Chief Executive, incorporating:
 - Finance
 - Estate Management, incorporating Conference & Events
 - Research and Innovation Services
 - Business Development Team
 - Development Funding
 - Research Support Office
- There will be four faculties, namely:
 - Arts and Professional and Social Studies: Led by Professor Roger Webster.
 - Technology and Environment: Led by Professor Diane Meehan.
 - Science: Led by Professor Peter Wheeler.
 - Education, Community and Leisure and Health and Applied Social Sciences: Led by Kate Johnston.
 - Each Faculty will conform to a standard structure consisting of the following key staff:
 - Dean
 - Schools and School Directors
 - Research Institutes and Institute Directors
 - Three Associate Deans (0.4FTE)
 - Faculty Head of Operations
 - Faculty Registrar
 - The following posts will be based in the Divisions, but will provide advice and support to the Faculty Management Team:

- HR Advisor
 - Management Accountant
 - Health and Safety
- The three Associate Deans will provide support to the Dean and have responsibility for the reinforcement of the thematic strands linked to Education, Research, Scholarship and Knowledge Transfer and Quality Assurance. The posts will be part-time, fixed-term appointments but renewable.
 - Each School will conform to a standard structure consisting of the following key staff:
 - School Director
 - Subject Heads (may not be required in all schools)
 - Programme leaders with line management responsibility
 - Programme leaders without line management responsibility.
 - There are clear role descriptors to avoid ambiguity. Roles and responsibilities will be made transparent across the Institution. It is proposed that these changes will be operational from 1st August 2013.

It was **commented** that:

- The Strategy Management Director informed the Board that two more Committees had been added to the Minimal Committee Structure; the Student Voice Committee and the Joint Negotiating and Consultative Committee.

The Board **approved** the proposed realignment of the organisation, Phase II.

LJMU 13.17 **STUDENT ISSUES**

The Board **received** the report and presentation of the President, LiverpoolSU and the Vice-President (Activities) LiverpoolSU (LJMU 13/06).

It was **reported** that:

- Elections took place from the 7th-15th March to elect LiverpoolSU's new officer team for the next academic year. The following candidates were elected:
 - Curtis Reid – President
 - Kate Wilkinson – Vice-President (Academic Quality)
 - Dan Cole – Vice-President (Community Engagement)
 - Sam Davys – Vice-President (Activities).

- Course Rep System Review: Over the past three years LiverpoolSU has transformed the way it collates and harnesses the student voice. The Students' Union had led the way, being the first to employ students on placements to help manage the way the Students' Union interacts with programme leaders and students. The Union has now commissioned a project through the Change Liverpool initiative that will review the current system to see if it is useful for LJMU students, working with programme leaders and students from across the faculties to see how improvements can be made.
- New Student Trustees of LiverpoolSU: The new student trustees for 2013/14 are Lauren Michelle Bennett, Calvin Fung and Shelley Clynch.
- Rate Your Landlord Survey: LiverpoolSU is committed to improving accommodation throughout the City for students. One way this is done is to run a 'Rate Your Landlord' survey each year which asks students about their experience of their accommodation, whether it be a private landlord or one of the LJMU halls of residence partners. So far the Students' Union had an amazing 1700 responses and general feedback from landlords and hall providers is that this is a very worthwhile scheme.
- Each year students volunteer their time to represent a group of students, or an area of work on which the Students' Union wishes to particularly focus. These are called delegates, and this year has seen a very active LJMU Women's delegate, Rebecca Fielding. So far this year Rebecca has set up events like Shoutback Liverpool which encourages female students to discuss their experiences of sexism on campus and to look at ways in which it could be prevented.
- Centre of Excellent Teaching (CETL): LiverpoolSU has now opened up a new commercial offer in the CETL.
- Long Term Physical Presence: LiverpoolSU has been developing a strategy that will see it increase its physical presence in every faculty. Discussions are ongoing with the SMT.
- Living Wage: The LiverpoolSU Board of Trustees has decided that LiverpoolSU will become a 'Living Wage' employer. This currently stands at £7.45 an hour, but with other entitlements all the Students' Union staff are paid more than £8.10 per hour. LiverpoolSU currently employs around 150 student staff.
- Hall Reps and Welcome Assistants: Hall Reps are paid students who act as the student voice in all LJMU partner halls. They are there to help support students living in their halls and to work with LiverpoolSU and hall managers to ensure students are having

the best experience possible. The Student Unions' Welcome Assistants are also paid students who are there to help students move in to their new accommodation at the start of the year.

- Love LiverpoolSU Week: In January the Students' Union held its 'Love LiverpoolSU Week' which saw all officers and staff members visiting all of the various campuses to launch the Union's Impact Report. This is an end of year video showcasing some of LiverpoolSU's achievements
<https://www.youtube.com/watch?v=UhdLefC4d70>
- LiverpoolSU Sporting Success: The LiverpoolSU Gaelic team won the championship and reached the All Irish Finals. The Men's Football won promotion as did the Basketball team. The Tennis team reached the final as did the Men's Hockey team. The Swimming team is in the final and the Rugby League Team has recently won Loughborough at Headingley.
- Amazing Teaching Awards: Every year LiverpoolSU hosts the 'Amazing Teaching Awards', an initiative designed to allow students to say thank you to some of LJMU's staff members. Categories such as 'Amazing Teacher', 'Amazing Personal Tutor', and 'Amazing Support Team', means that all aspects of the academic experience are celebrated. This year has seen a record number of nominations from students which will be celebrated in a ceremony in the early summer.
- LiverpoolSU Loves You Awards 2013: The LiverpoolSU Loves You Awards' Ceremony is an annual event that celebrates and champions some of the achievements of LJMU students throughout the year, such as building an orphanage in Africa, to teaching disabled children how to trampoline. This year the ceremony returned to the Adelphi Hotel with categories such as 'Best Sports Team', 'Best Member of Staff' and 'The Major Achievement Award'.

It was **commented** that:

- The President and Vice-President were congratulated on an inspiring report and presentation.
- The Board noted the reduction in the participation rate for student elections which was due to a range of issues such as students being unavailable due to an assessment week; fewer candidates involved; heavy rain; and possibly due to the increased political activity last year around the fees increase which saw many students becoming politically active at that time. However, 3,500 students did vote which is still a high number compared to other student unions.
- The Chairman congratulated the President and Vice-President, LiverpoolSU, for their input which had culminated in much greater

engagement with the Board. He thanked the Student Governors for their contribution during his Chairmanship and wished them well for the future.

The Board **received and noted** the report and presentation from the President and Vice-President (Activities), LiverpoolSU.

LJMU 13.18 **COMMITTEE REPORTS**

The Board **received for noting** the draft minutes of the Committees.

Secretary's Note: Some reports, due to the quick turn-round of meetings, and so that the Board had access to the most recent information, were still in draft form and open to amendments by individual committee members. The minutes were provided for information only and would be approved by the individual Committee members at their next meeting. It was noted that the last Audit Committee took place on the 18th March 2013 and therefore the minutes for this meeting would be included with papers for the 1st July 2013 Board of Governors Meeting.

Employment Committee minutes of 25th February 2013 (LJMU 13/07)

It was **reported** that:

- Employment Committee had received reports on the LJMU Equal Pay Audit 2011-12; Equality and Diversity; and the Apprenticeship Programme.
- The Chairman was particularly pleased to highlight that an Engineering apprentice from LJMU won the "Apprentice of the Year" award at the Liverpool City Region Apprentice Awards 2013, which was hosted at St George's Hall on 12th March 2013, and which he had the pleasure of attending.

It was **commented** that:

- The Chairman of Audit Committee was disappointed to note that the gender ratio within the Professoriate remains in favour of males at 57:7 and that there was no female representation within the highest professoriate Grades, despite a large recruitment exercise. She felt that this sent out the wrong message for the University and its female undergraduates. The Chairman of the Board noted this important point and reiterated that the Board would continue its commitment to address gender imbalance whenever possible.

Finance Committee minutes of 13th March 2013 (LJMU 13/08)

It was **reported** that:

- The Chairman of Finance commended the Students' Union for their Year End Outturn 2011/12 report, which started the year with positive reserves of £46k. The Union had been able to generate a surplus of £170,835 for the 2011/12 financial year, which had led to an improved reserves position.
- The Chairman of Finance was pleased to report that the Students' Union had paid back half of the loan provided by the University. Finance Committee had reported that it could not agree to write off the remainder of the loan as this would send out a conflicting message across the University, particularly since staff were having to find savings and make cost reductions during this challenging economic climate.
- Finance Committee had also received the Half-Year Review Monitoring Report on behalf of the Board of Governors. The Committee was pleased to note that the historic cost budget surplus for the year was £1.4m and if excluding FRS 17 (Pensions) costs this would give an operational budget surplus of £4.4m.
- The University is forecast to achieve the banking covenants set by Barclays Bank and will continue to monitor them. It had been re-confirmed that a decision had to be made by 28th November 2013 to draw down the further and final £20m from the loan facility with Barclays Bank. Any further re-negotiation may not have such advantageous terms to the University.
- The Chairman of Finance was also pleased to report the improved position of the Science Park and the sharpened focus of its financial arrangements as a consequence of the University's Director of Finance & Deputy Chief Executive becoming a member of the Science Park Board.

Nominations Committee Minutes of 10th December 2012 (LJMU 13/09)

It was **reported** that:

- The Committee continued to keep under review the succession planning arrangements for the Board of Governors and in particular to consider possible candidates with financial and estates expertise going forward.
- The Committee had received a progress report and briefing note on appointing a co-opted member with the relevant qualifications and experience for the Audit Committee. The Chairman of the Audit Committee and the University Secretary & Deputy Chief Executive had since met with the proposed candidate, Mr Carl Williams from Grant Thornton, receiving electronic approval from the Board of Governors to his appointment and Mr Williams had since attended his first Audit Committee on 18th March 2013.

- The Committee had received a list of nominations provided by the Governors of the Board for consideration and shortlisting for the appointment of Chancellor to the University. The Committee had recommended to the last Board of Governors Meeting on 31st January 2013 the appointment of the Right Honourable Sir Brian Leveson to the position, which had been approved. Favourable feedback had ensued since the official announcement on 14th March 2013.
- The Chairman was also pleased to report that the honorary position of Emeritus Chancellor had been offered to Dr Brian May CBE and had been accepted. As it was the last meeting of the Board before Brian was due to relinquish the role of Chancellor on 31st March 2013; Governors wanted to recognise and appreciate his inspirational tenure in the role. His contribution had been very compelling, in particular as a role model and advocate for students. The Board reiterated its pleasure that Brian had accepted the role of Emeritus Chancellor, which was a tangible demonstration that his connection with the University would be sustained through being a significant and continuing member of the University family.

Nominations Committee Minutes of 19th December 2012:

It was **reported** that:

- Members of the Board were asked to refer to the Nominations Committee Minutes of 10th December 2012 (LJMU 13/09). The meeting held on 19th December 2012 was to discuss further the nominees and appointment of the new Chancellor.
- The outcome of succession to the position of Chancellor was reported to the Board of Governors on 31st January 2013, referred to earlier in these minutes at 13.02 (LJMU 13/02) and at minute 13.18.

Academic Board minutes of 19th November 2012 (LJMU 13/10) and 28th January 2013 (LJMU 13/11).

The minutes were provided for information.

The Board **noted** the reports.

LJMU 13.19 **MEMBERSHIP & GOVERNANCE ISSUES**

- i) The Board **confirmed** for the record the appointment of Mrs Kerry Byrne to a second term of office, which will begin on 1st June 2013 ending 31st May 2016.

- ii) The Board **confirmed** for the record the appointment of Graham Morris as the new Chairman of Finance Committee from 1st April 2013.
- iii) The Board **confirmed** for the record the appointment of Mr Carl Williams as Co-opted member of the Audit Committee from 4th February 2013, first term ending on 3rd February 2016.
- iv) The Board **approved** the extension of terms of office for Academic Board Members noted earlier in these minutes at 13.08, and **approved** the extension of terms of office for Dr P Livsey as Academic Board member to the Board until 31st August 2013.
- v) Board and Committee Meeting Dates 2013/14: The Board **received for information** the schedule of planned Board and Committee dates for the year 2013/14 (LJMU 13/12). The Board was informed that some dates may be subject to change, particularly the Finance Committee in June 2014, and would be updated as soon as possible.

LJMU 13.20 **BOARD LEVEL AUTHORISATION**

The Board **noted for information** the report on the use of the University Seal and Board Level Authorisation (LJMU 13/13).

LJMU 13.21 **ANY OTHER BUSINESS**

Outgoing Chairman – last meeting.

The Chairman Elect gave a sincere and fulsome vote of thanks, on behalf of the Board, to the Chairman, for his first class leadership and commitment which had benefited the University. The Chairman Elect presented the Chairman with a small corporate gift from the University.

The Chairman responded and gave his heart-felt thanks to those he had worked closely with over the last 12 years, and in particular as Chairman over the last 6 years. He was proud to have been at the helm of the Board and to leave on such a high note knowing that the University is on an upward trend to achieving even greater things. He gave special thanks to the Vice-Chancellor and to the Chairman-Elect and expressed his confidence that, together, they would steer the University in the right direction. Sir Malcolm said how honoured he was to receive the Ambassador Fellowship award and that he would always be an ambassador for the University and continue the friendships he had made over the years.

LJMU 13.22 **DATE OF NEXT MEETING**

Monday 1st July 2013 at 5.00 pm

LIVERPOOL JOHN MOORES UNIVERSITY

BOARD OF GOVERNORS

Action Point Control Register – Status of Open Action Points as at 1st July 2013

Minute	Action	By Whom	By When	Status
LJMU 12.72	<u>Risk Management – Risk Register:</u> Some Governors felt that the colouring used to highlight the risk status on the Institutional Risk Register was confusing. The Vice-Chancellor would review this aspect to ensure clarity going forward.	Vice-Chancellor Strategy Management Director	25th March 2013	Discharged
LJMU 13.07	<u>'A Prospectus for The Connected University Village embedded in a Great City':</u> The concept of a 'University Village' may appear too parochial to the international agenda and this may need further consideration.	Vice-Chancellor	1st July 2013	New
LJMU 13.12	<u>Governance Arrangements:</u> It is proposed that the new Chairman will set up a Steering Group comprising of the Chairman and one or two Governors, and with the ability to co-opt expertise onto the Steering Group at different stages of the project, depending upon the expertise required at that time. The new Chairman will invite two or three people from the Board of Governors who he feels will have the relevant experience and availability, and therefore be best placed to be a member of the Steering Group.	Chairman and University Secretary & Deputy Chief Executive	1st July 2013	New