

(M/12/88-M/12/195)

Royal Holloway
University of London

COUNCIL

Minutes of the meeting of the Council held on Wednesday 20 June 2012 at 5pm in
MX034

Present:	Mr Andy Alway Mr John Brannan Mr Paul Blagbrough Professor Clare Bradley Mr Stephen Cooksey Mr Stephen Cox (Chair) Mrs Esther Horwood Mr Majid Hawa Mrs Margaret Jack Cllr Hugh Meares Professor Paul Layzell	Mr Daniel Lemberger-Cooper Mr Jeremy McIlroy Mr Mark Newlands Mr Joseph Rayment Mr Iain Ross Professor Anne Sheppard Mr David Spence Mrs Sarah Tyacke Miss Hollie White Ms Colette Wilson Professor Johannes Zanker
Apologies:	Mr Gurpreet Dehal Dr Jackie Hunter	
In attendance:	Ms Helen Coleman Professor Rosemary Deem Professor Mary Fowler Professor Paul Hogg Professor Rob Kemp Professor Katie Normington Professor Bob O'Keefe Mrs Julia Roberts Mr Graeme Robinson Professor Geoff Ward	Director of Communications and External Relations Vice Principal (Education) Dean of Science Vice Principal (Research and Enterprise) Deputy Principal (Planning, Resources and Partnerships) Dean of Arts and Social Science Dean of Management and Economics Director of Strategic Development Director of Finance Vice Principal (Students and Staff)
With:	Mr Simon Higman Miss Clare Munton	Registrar and Secretary Governance Assistant
Observers:	Mr Doug German Mr John Gregory Ms Pam Kaur Mrs Jane Sims	Students' Union President Elect UCU observer Executive Assistant to the Registrar and Secretary Change Project Manager (left after item 10.4)

FORMAL BUSINESS

1 MEMBERSHIP

It was noted that this was the last meeting for the following members 12/88

- Mr Daniel Lemberger-Cooper, who would complete his term of office as President of the Students' Union on 31 July 2012. 12/89
- Mrs Esther Horwood, whose term of office was finishing on 31 July 2012. Mrs Horwood had served on the Council since 2007 as an alumni representative. In addition to her outstanding contribution to the work of the Council, Mrs Horwood had been a very active member of the Audit and Compliance Committee and as Chair of the Student Discipline Committee. 12/90
- Councillor Hugh Meares, whose term of office was finishing on 30 July 2012. Councillor Meares had served on the College Council since 2007 as the nominated representative from Runnymede Borough Council. In addition to his work on the Council, Councillor Meares had been a member of the Human Resources and Equal Opportunities Committee, and had more recently become involved with the Student Discipline Committee. 12/91

The Council noted that Professor Anne Sheppard had been re-elected to Council for a second term of office as a member elected by the academic staff. Her period of office would be from 1 October 2012 until 30 September 2015. 12/92

The Council noted that Miss Hollie White's first term of office as a member elected by the non academic staff would end on 30 September 2012. An election would be held before the next Council meeting on 11 October 2012. Miss White was eligible to stand for re-election. 12/93

2 CONFLICT OF INTEREST

It was noted that one member was a Director of Benetic Limited, which had made a grant to fund a specific project in the School of Biological Science. The same member was also Chairman of Arc Plc which had signed a Confidential Disclosure Agreement with another member of the School of Biological Science regarding a possible collaboration. 12/94

It was noted that one member acted as an Equal Opportunities Officer for the UCU. 12/95

3 MINUTES

The Minutes of the previous meeting (M/12/01-M/12/87) were confirmed subject to the following amendment 12/96

12/47 - second sentence to read “It was anticipated that the new College Strategy would contain a section based around People, Culture and Community.” 12/97

4 MATTERS ARISING FROM THE MINUTES

Internal Audit Tender (M12/45)

A proposal concerning the future of the College’s Internal Audit function would be considered by the Audit and Compliance Committee at its meeting on 25 July 2012. 12/98

5 UNSTARRING OF ITEMS

To note that the following items in part B were unstarred 12/99

Item 13 Announcements

It was noted that the first sentence of the final section should read “To note the death of Sir Derek Wanless.” 12/100

Item 14 Report of Decisions Taken By The Chairman

It was clarified that BDO was the registered company name of the College’s Auditors. 12/101

Item 16 Unconfirmed minutes of the meeting of the Academic Board held on 30 May 2012 (CL/12/29) 12/102

Item 19 Unconfirmed minutes of the meeting of the Equality & Diversity Committee held on 28 March 2012 (CL/12/31) 12/103

Item 24 Faculty Constitutions (CL/12/34) 12/104

PART A: MAJOR ITEMS OF BUSINESS

6 PRINCIPAL’S REPORT

The Council received the Principal’s Report (CL/12/19). 12/105

It was noted that from 2013-14 the government planned to relax the Student Number Controls on the proportion of Home/EU students gaining ABB + at A level or equivalent, along with further reductions to the remaining number of Student Control places. This was expected to increase competition in the market, and the College had started a consultation exercise to explore how Royal Holloway is perceived with the aim of enhancing its reputation, expanding its range of good quality applications, and maximising conversion rates. It was also expected that the results would be used to inform the revised College strategy. 12/106

<p>The 1994 group had agreed not to recruit new members in the immediate future to replace the four universities that had announced plans to join the Russell Group. The Group was reviewing the results of the first phase of its research into mission groups and branding. The Group was considering its future options and whether it wished to remain a lobby group. It was noted that 1994 Group member institutions had received strong NSS scores in the latest survey.</p>	12/107
<p>Despite the withdrawal of the White Paper on Education and ongoing uncertainties in the sector, the College was continuing to formulate plans around growth and development. It was important that the College did not enter a stage of planning blight because of uncertainty.</p>	12/108
<p>The conferment of the status of “Academic Centre of Excellence in Cyber Security Research” by GCHQ, BIS and the Research Councils on the Information Security Group had led to new and significant research grants.</p>	12/109
<p>There had been strong interest in the post of Dean of Science and eight applicants had been long listed.</p>	12/110
<p>Sally Burton-Graham had been appointed as Head of Development. Following the development of the academic strategy, the College planned to identify the strategic enablers to support the implementation and delivery of the academic strategy, which would include major gifts and donations fund raising priorities. It was expected that the Council would receive a presentation on this at a future meeting.</p>	12/111
<p>The Olympic Village would go live from 2 July 2012. The Council were given assurance that contingency arrangements were in place for the duration of the Olympic Games and the Paralympics, and that these would be communicated to members of the College shortly. The College had a degree of legal protection in the event of matters arising during the Games, and good working relationships were in place with LOCOG, Runnymede Borough and Surrey County Council, and Surrey Police. The College had confidence that LOCOG would fulfil the terms and conditions of their contract with the institution.</p>	12/112
<p>It was noted that Professor Sir Adrian Smith FRS would take up his post as Vice-Chancellor of the University of London on 1 September 2012.</p>	12/113
<p>The Diamond Jubilee Garden Party held at the College on Sunday 3 June 2012 was attended by just under 1000 visitors and the Raffle raised £2750 for the Royal Surrey Appeal for a new intensive care unit.</p>	12/114
<p>The Most Reverend and Right Honourable the Lord Archbishop of Canterbury, Dr Rowan Williams delivered the annual Magna Carta lecture on Friday 15 June 2012. The lecture explored democratic legitimacy and how systems of representation can be fully accountable.</p>	12/115

One member of the Council asked if there were plans to review the student personal adviser system. It was noted that improvements to the personal adviser system were part of a programme of planned enhancements to pastoral care at the College. 12/116

One member raised concern over the £2.7million savings target set by Council for the Professional Services. It was noted that it was essential to have an efficient Professional Services Team and that the money saved would be used towards improvements in academic services and investment in infrastructure. 12/117

7 RESEARCH EXCELLENCE FRAMEWORK (REF)

The Council received an oral update on preparations for REF 2014, and noted that preparations were proceeding on schedule. The College had submitted its Equality Code of Practice on the Selection of Staff for Submission to the Research Excellence Framework to HEFCE and were awaiting formal approval. Staff had been invited to declare individual circumstances which might affect their submission. Significant progress had been made on the development of impact case studies. Draft environmental templates had been produced in response to the research environment assessment strand. 12/118

It was noted that the overall aim was to improve the quality of submissions on a College Wide level but that academic departments had their own specific objectives. 12/119

A member of the Council asked for clarification of the Governance arrangements for the REF. It was noted that the Principal had overall responsibility for the REF but that there were a series of groups in place to consider various aspects of the process, including a REF Steering Group which was chaired by the Vice Principal (Research and Enterprise). 12/120

A summary report on REF submissions would be presented to Council once recommendations had been agreed. 12/121

8 ADMISSIONS

8.1 Admissions 2012-13

The Council received a report on current admissions figures for 2012-13 (CL/12/20). 12/122

The Council noted that there were three main uncertainties in the sector. Uncertainty remained around student immigration and government policy changes in this area. The consequences of the introduction of the £9000 tuition fee and its affect on student decision making were still unknown. It was unclear as to how the AAB+ and Student Number Control Policy would affect the College during confirmation and clearing. 12/123

Compared to 2011-12, slightly fewer Home/ EU undergraduates had accepted RHUL as their first choice institution but there had been a significant increase in the number of insurance choices. The effects of this were unknown, but Council were assured that processes would be in place during Clearing week to enable the College to be flexible in meeting institutional targets. 12/124

One member of the Council asked if it was possible to analyse Home/EU applications by nationality, and it was noted that the Strategic Development Unit were working on splitting out the data. The Council were informed there had been difficulties in establishing equivalences between AAB + grades and European qualifications. It was noted that the French Baccalaureate was not on the list of HEFCE equivalences so students studying this qualification would have to be accepted as part of the Student Number Control limit number. Consultations with HEFCE over equivalences were ongoing. 12/125

Applications from Home/EU students for Postgraduate Taught courses had fallen by 16%, whilst offers had increased by 3%. This was possibly a knock on effect of the £9,000 tuition fee. The College had started work to maximise conversion rates. 12-126

Applications and offers for Undergraduate Overseas students had both increased, and firm choice acceptances had risen by 12%. One member of Council raised concern over whether the English Language requirements for international students were at the right level. It was noted that the College had higher English language entry requirements than many of its competitors and that robust processes were in place for verifying qualifications. 12/127

AAB+ Policy Change

8.2 The Council noted that there had been an AAB+ policy change, and that from 2013-14 universities would be able to accept unlimited numbers of students who achieve ABB+. This was considered to be a positive policy change for the College as approximately 60% of its students scored ABB or higher. The College was waiting for further details from HEFCE on reductions to the core margin and non standard equivalences. 12/128

9 COLLEGE STRATEGY

The Council received an update on the development of academic strategies for the Arts, Social Sciences and Science. The three working groups had met for a second time earlier in the month and the College had employed an external facilitator from the Leadership Foundation to assist the groups. Council noted that the work was proceeding in accordance with the timetable presented to them at their meeting on 28 March 2012. The three strategies would be integrated into one academic strategy over the summer and would be presented for approval at Academic Board on 21 November 2012. Consultation with students and other key stakeholders was expected to start in autumn 2012. 12/129

10 MAJOR PROJECTS

10.1 Capital Programme

The Council received the Capital Expenditure Programme, which identified priorities for capital spending (CL/12/21). The plan was divided into three sections. Several major projects had been identified, which included providing additional library space, redevelopment of the Boiler House and additional student residences. 12/130

It was evident from National Student Survey results that the College consistently scored lower than its 1994 Group competitors for its library services. The Planning and Resources Committee had approved Gateway 0 under the College's Project Governance Framework for the library project. Work was in progress to determine whether to extend the existing Bedford Library or to commission a new build. Further discussions with the architects were required before a decision could be reached. 12/131

The Council noted and 12/132

APPROVED

pre investment expenditure of up to 0.25m on fees and other costs. Costs in excess of this sum would need approval from the Finance Committee.

Council would be asked to approve the full project investment costs at Gateway 3. 12/133

Approval had been given to the refurbishment of the Boiler House, including the courtyard space, aimed at providing space for creative, academic and extra-curricular activities. 12/134

Spending priorities for unallocated capital, currently 26-27m for the period up to 2016-17, would be identified during the development of the new College Strategy. Council also noted that the unallocated capital would not be committed until the library proposal had been finalised. 12/135

It was noted that a tax review would be conducted for the library project to establish VAT costs. 12/136

Council noted a table in the appendix which detailed the costs of external borrowing. It was hoped that the College would only resort to external borrowing for projects that would generate an income return, for example building student accommodation. Projects for improving the academic estate that were not expected to generate significant amounts of income, for example the library project, would be funded from the College's reserves. 12/137

The Council would be asked to comment further on a more detailed Capital Programme at the away meeting in November 2012. 12/138

10.2 Major Project Boards

The Council noted that Major Project Boards had been created for the following projects 12/139

Library
Boiler House II
Finance System

10.3 Founders refurbishment

The Council received a summary update of the Founders 12 Year Residential Cyclical Refurbishment Programme (CL/12/22). More detailed proposals had been circulated electronically to members at the start of the project and no negative feedback had been received. The College was confident that Phase 1 of the works would be completed before the start of the autumn term. It was noted that there were significant penalties in place if the contractors did not complete on schedule. 12/140

In consultation with English Heritage, the College was considering arrangements for the disposal of the original Victorian furniture. It was hoped that, using evidence stored in the College archives, it would be possible to create a model room containing Victorian furniture and replicating the original layout. 12/141

There had been considerable consultation with the student body prior to the start of the refurbishment programme and a group of Council members had seen an example of the new design. Both groups were supportive. 12/142

Former Brunel Campus Site at Runnymede

10.4 The Council received an update on the possible purchase of the former Brunel Campus site, Runnymede (CL/12/23). 12/143

The College was currently only able to guarantee student accommodation to less than half of its students. The Principal's Manifesto had identified a need for additional student residences to enable the College to remain competitive in home and international recruitment markets. There was limited space on the RHUL campus for building additional residences without restricting future development of the academic estate, and obtaining planning permission for such developments was an extensive process. Planning permission had already been granted for a 528 bedroom Hall of Residence on the Former Brunel campus. The site included a sports pitch and was surrounded by woodland and areas of special scientific interest, which would be useful for a number of academic departments. The Council noted that the site developers had also obtained planning permission for expensive private housing. 12/144

Council Executive members had visited the site in May 2012 and agreed that it presented an ideal opportunity for the College to accelerate the provision of student residences. 12/145

The College had started negotiations with the site developer but no agreement had yet been reached, and the Council noted that the current schedule of payments proposed by the developer was unfeasible for the College. Gateway 0 had been approved in the College's Project Governance Framework, which authorised pre investment expenditure for engaging relevant professionals in the negotiations, and building the business case. 12/146

It was expected that a final proposal for acquisition of the Former Brunel site would be presented to Council at its meeting on 11 October 2012. However, members were asked to note that it was conceivable that discussions would accelerate over the summer, in which case the Secretary would convene a special meeting to seek Council approval for the purchase. The site developers expected to commence work in autumn 2012. 12/147

Members agreed that if the purchase was successful, the College must have input into the quality and style of the student residential buildings. 12/148

11 FINANCIAL MATTERS

11.1 Financial Outturn

The Council received and noted the current position on the financial outturn for 2011-12 (CL/12/24). 12/149

A surplus of £8.9m was forecast for 2011-12. There had been two important revisions in the estimate since the Council meeting on 28 March 2012. The Founders Endowment Fund repairs expenditure for 2011-12 had been reduced and the expenditure carried forward to 2012-13. The indirect cost contributions from research grants were lower than previously estimated. 12/150

11.2 Budget 2012-13

The Council received the Revenue and Capital Budgets for 2012-13, which had been considered by the Finance Committee at its meeting on 10 May 2012 (CL/12/25). 12/151

The total budget surplus was £7.6, £5.1m of which was accounted for on the main account and £2.5m on the RCS account. The Council noted that this was slightly above the 5% surplus target provided in the College's Key Performance Indicator on financial sustainability. The Council were asked to note that there were significant risk factors attached to the assumptions on Home/EU student numbers following the introduction of the AAB+ policy and HEFCE cut to the Student Control Number limit. There was no contingency in the 2012-13 budget to cover a potential shortfall in student tuition fee income and therefore this would have to be absorbed by the budgeted surplus. 12/152

It was noted that the Budgets for 2012-13 should be considered alongside the financial forecasts discussed in section 11.3 of the agenda. 12/153

The Council 12/154

APPROVED

the Revenue and Capital Budgets for 2012-13.

11.3 Financial Forecasts

At their meeting on 28 March 2012, the Council agreed to delegate approval of the full return of the financial forecast to HEFCE to the Finance Committee meeting on 10 May 2012. The Council received for their retrospective approval the financial forecasts up to 2014-15 (CL/12/26). 12/155

The College was forecasting surpluses of over 5% of income, but there was uncertainty about student recruitment following the introduction of the AAB+ policy, which would be further reduced to ABB+ in 2013-14, and increased competition and visa issues affecting the international market. HEFCE required institutions to explain how they were mitigating risk in this area, including scenario planning. Council agreed that the College's risk analysis in the commentary was an excellent breakdown of the risks facing the College. It was concluded that investment was an essential factor of remaining competitive. 12/156

It was noted that after 2014-15, income would decrease, as the £9,000 tuition fee would by then have been fully implemented. There were no indications from either the government or HEFCE that fees would increase from the current cap of £9000 in the foreseeable future. It was expected that salary costs would grow above the rate of inflation. It was therefore essential that the College continued to make provision for these costs in the annual planning round and develop ways of deploying resources to make the best use of its employees and the estate. 12/157

The Council 12/158

APPROVED

the financial forecasts detailed in CL/12/26.

11.4 Institutional Sustainability

From 2012-13, the College would formally be required to report annually to HEFCE on its institutional sustainability, and the Council received for consideration a paper outlining the College's approach (CL/12/27). The paper provided a comparison of the proposed HEFCE generic indicators and the College's Key Performance Indicators including an update where possible on the College's performance. 12/159

The Council 12/160

APPROVED

the proposed reporting framework as detailed in the report.

A full update on Key Performance Indicators would be presented to Council at the away day in November 2012. 12/161

12 STUDENTS' UNION

The Council received the Annual Report 2011-12 from the President of the Students' Union (CL/12/28). 12/162

The President highlighted the key issues in the report. There had been an increase in participation at general meetings, sub committees and assemblies and a new process had been implemented for student elections. Student publications and media had experienced an extremely successful year. Campaigning had remained a key priority, including a housing campaign which provided advice for students on letting issues. There had been a particular focus over the year on students' rights in the workplace. The SU had continued to play an active role in the course representation system and it was noted that the Council would welcome further details on the aims of this system at a future meeting. 12/163

The Chair of Council thanked the Sabbatical Officers for their contributions to College life during 2011-12 and extended a warm welcome to the incoming President and his team. 12/164

PART B: ITEMS FOR FORMAL NOTE AND APPROVAL

13* ANNOUNCEMENTS

The Council noted the following deaths 12/165

- Rosamund McGuinness, former music lecturer and the Head of the Music Department. 12/166
- Professor Paul Bolwell, Emeritus Professor of Plant Biochemistry. Professor Bolwell was appointed as a lecturer in Plant Biochemistry in 1989 and promoted to professor in 1998. He retired in December 2011. Professor Bolwell was a researcher of international renown and lead editor of the prestigious journal *Phytochemistry* since 2004. Recently, Professor Bolwell received the award of Doctor of Science (DSc) from the University of Oxford, for his outstanding, original contributions to plant science over the past 30 years. His research significantly advanced knowledge in four main areas of plant sciences: the biosynthesis and structure of the plant cell wall; engineering the structure of the plant cell wall; plant pathogenesis and defensive responses associated with pathogen attack and natural antioxidants. 12/167
- Professor Robert Howie on 10 March 2012. Professor Howie was an outstanding research scientist and author of some of the most well known textbooks on mineralogy. In 1986 he was appointed Lyell Professor of Geology at Royal Holloway College. 12/168

- Sir Andrew Huxley, FRS, OM on 30 May 2012. Sir Huxley was the first Visitor of the merged College from 1985 until 1992. He presided over the first College-held Graduation Ceremony in 1992. He was Master of Trinity College, Cambridge and was an internationally recognised physiologist. In 1963 he jointly won a Nobel Prize for discoveries relating to the nervous system. Sir Andrew Huxley became an Honorary Fellow of the College in 1995. Together with his wife Richenda (died in 2003) and later on his own he used to attend most College high-profile events over the years. He gave a high profile Foundation Lecture at the merged College entitled ‘What is Science for?’

12/169

- Professor Jack B Pridham, Emeritus Professor of Biochemistry and Honorary Fellow, on 20 May 2012. Professor Pridham joined the Royal Holloway College as a Lecturer in Chemistry in 1957 and in 1967 he was appointed Head of the new Department of Biochemistry, awarded a University of London DSc, and promoted to Reader. In 1971 he was awarded a Personal Chair in Biochemistry. In 1985, following the merger with Bedford College, Professor Pridham became Head of the combined departments, a post he held until 1990. He served on many College and University committees, acted as Vice-Principal from 1976 to 1979 and Warden of Kingswood Hall for nine years. Since his ‘official’ retirement in 1993, Jack launched the Science Club for local schools, engaged in various ‘public understanding of science’ activities and continued with teaching at Royal Holloway, and was the Founder of the Science Open Day. Professor Pridham became an Honorary Fellow of the College in 2000. It is planned to hold a Memorial Service for him in the Autumn.

12/170

- Peter Prochnik on Wednesday 25 April 2012. Peter joined the German Department at Royal Holloway in 1963 and remained here until his retirement in 1998. He was a warm and supportive colleague and an inspirational teacher, much loved by generations of students. He was devoted to 20th century literature and was London University’s acknowledged expert on the works of Hans Erich Nossack. A memorial service is expected to be held later in the year.

12/171

- Sir Derek Wanless on Tuesday 22 May 2012. He was Chief Executive of the NatWest Group from 1992-99 and an adviser to Gordon Brown as Chancellor. He had a keen interest in public health policy and prepared significant reports for the Government on the NHS. He also conducted an inquiry into health and social care in Wales for the Welsh Assembly and a major review of the King’s Fund. In 2005 Sir Derek gave a Centre for Public Service Organisations Lecture on ‘Securing Good Health for the Whole Population – What Should the Government Do?’ Sir Derek became an Honorary Fellow of the College in 2008.

12/172

14*	REPORT OF DECISIONS TAKEN BY THE CHAIRMAN	
	The Council noted that, on the recommendation of the selection committee, the Chair agreed to the appointment of BDO as the College's External Auditor.	12/173
15*	REPORT OF DECISIONS TAKEN BY CIRCULATION	
	The Council noted that no decisions had been taken by circulation since the last meeting.	12/174
16*	ACADEMIC BOARD	
	The Council received the unconfirmed minutes of the meeting of the Academic Board, held on 30 May 2012 (CL/12/29).	12/175
	One member of the Council asked to unstar this item in relation to the minute on the Principal's Report Item 6.1 paragraph 3 which discussed a £2.7million saving target agreed by Council. It was clarified that as the saving target discussed in the minute related to the Professional Services it was a Council matter and further discussion at Academic Board was not relevant.	12/176
17*	AUDIT & COMPLIANCE COMMITTEE	
	The Council noted that no meetings of the Audit & Compliance Committee had taken place since 29 February 2012. The minutes from the meeting scheduled for 25 July 2012 would be available at the Council meeting on 11 October 2012.	12/177
18*	COUNCIL EXECUTIVE	
	The Council received the unconfirmed minutes from the meeting of the Council Executive held on 23 May 2012 (CL/12/30).	12/178
19*	EQUALITY & DIVERSITY COMMITTEE	
	The Council noted the unconfirmed minutes of the meeting of the Equality & Diversity Committee held on 28 March 2012 (CL/12/31).	12/179
	One member asked for more detail to be included in the committee minutes and raised concerns over the membership of the committee in that it did not include members who represented each of the protected characteristics. The Registrar and Secretary agreed to pass these comments onto the Committee at its next meeting.	12/180
20*	FINANCE COMMITTEE	
	The Council received the unconfirmed minutes of the meeting of the Finance Committee held on 10 May 2012 (CL/12/32).	12/181

21*	NOMINATIONS COMMITTEE	The Council noted that no meetings of the Nominations Committee had taken place since 6 March 2012.	12/182
22*	REMUNERATION COMMITTEE	The Council received the unconfirmed minutes of the meeting of the Remuneration Committee held on 23 May 2012 (CL/12/33).	12/183
23*	COMPLETION OF PROCEDURES LETTERS	The Council noted that a total of 74 Completion of Procedures letters (73 academic, 1 welfare and accommodation) had been issued during the 2011 calendar year. Completion of Procedures letters were issued to students at the end of the College's complaints and appeals procedures.	12/184
24*	FACULTY CONSTITUTIONS	The Council received the revised Faculty Constitutions (CL/12/34).	12/185
		One Council member unstarred this item for further discussion. It was noted that there were several points that required additional clarification before Council could approve the Constitutions as detailed in the paper.	12/186
		It was	12/187
		AGREED	
		that the Constitutions would be referred back to Academic Board for further consideration at its next meeting.	
25*	FINANCE COMMITTEE TERMS OF REFERENCE	The Council	12/188
		APPROVED	
		amendments to the Finance Committee terms of reference as detailed in paper CL/12/35.	
26*	PRINCIPAL'S OVERSEAS TRAVEL EXPENSES	The Council noted the Principal's Overseas Travel Expenses for 2011-12 (CL/12/36).	12/189
27*	RHBNC TRUST REPORT FOR ACADEMIC AWARDS GROUP	The Council received the Statement of Account 2011-12 from the RHBNC Academic Awards Group (CL/12/37).	12/190

28* STUDENT DISCIPLINARY COMMITTEE

The Council noted that the Student Disciplinary Committee met on 20 March 2012 to consider an academic offence. The recommendation made to the Committee was that the course should be marked as 0 and that the student's registration should be terminated. The Committee upheld the first recommendation but did not terminate the student's registration. 12/191

It was noted that the Student Disciplinary Committee also met on 12 June 2012 to consider an academic offence. 12/192

The Council noted that the Student Disciplinary Appeal Committee met on 21 March 2012 to consider the appeal of a postgraduate taught student. The student was appealing against the termination of his registration on the grounds that the penalty was too severe. The Committee did not uphold the appeal. 12/193

29* SEALING OF DOCUMENTS

The Council noted that no documents had been sealed since the last meeting. 12/194

30* DATE OF THE NEXT MEETING

It was noted that the next meeting would be held on Thursday 11 October 2012 at 5pm in the Picture Gallery. 12/195

Clare Munton
Governance Assistant
August 2012