



NCHNL Board Meeting

24 June 2021 – via online meeting

MINUTES

1. Attendance and apologies
 - 1.1. Attendance:
 - Darren Campili (DC)
 - Rob Farquharson (CEO, Secretary)
 - Prof Andrew Ginger (Dean of Faculties (DoF), in attendance)
 - Prof A C Grayling (Founder and Principal)
 - Dr. Kenneth Henderson (KH)
 - Camille Kluttz-Leach (CKL, in attendance)
 - Phi Mackness (PM, in attendance)
 - Ralph Martin (RM, Chair)
 - Thomas Nedell (TN)
 - Martin Smith (Assistant Vice President for Recruitment and Marketing for Global Campuses (AVP), in attendance)
 - Patricia Wood (PW)
 - 1.2. Apologies:
 - Dr Deanna Raineri (DR, Vice Chair)
 - 1.3. Notice of meeting:
 - 1.3.1. Notice of this meeting had been given to all Governors.
 - 1.3.2. All the Governors present confirmed that they had no personal interests to disclose matters to be transacted in the meeting in accordance with sections 177 or 182 of the 2006 Act and the Company's articles of association.
 - 1.3.3. The meeting was quorate.
2. Minutes of last meeting

The previous minutes from the 29 April were **APPROVED**.
3. Matters Arising

- 3.1. The matters arising from the previous Board meetings were all reported as complete.
4. Chairs Action
 - 4.1. There were no Chairs actions to report.
5. DoF's Update
 - 5.1. The DoF updated the Board on the work of Academic Board (AcB). AcB had continued to work in the areas of interoperability with Northeastern. This meant in practice the alignment of academic years from 2022/23, including CPS as well, reshaped the Prevent group and approved the new shape of the UG degrees, the 'Liberal Arts 2.0' approach as well as a new recording and absence policies. The articulation agreement had been signed and there was a lot of work going on covering the teaching of NU degrees in London and Dual degrees.
 - 5.2. In addition to the work listed above there was a lot of hiring going on in a market that was tight for London which presented a degree of risk to the process. The DoF explained how there was a fair amount of adjunct hire which was an operational / executory risk.
 - 5.3. The research strategy was being worked on and a grant had been won since the last Board by a member from philosophy, economics, and computer science. The DoF noted that he was working with Eva Passades to build the support structure around the research bids as NCH did not currently have that.
 - 5.4. The pay negotiations with UCU were starting.
 - 5.5. The comments made at the last meeting on student experience held and that there had been some sector evidence published recently about the hostility to the impact of COVID-19 felt by students across the HE sector. There were still limits on events on site and the status of the graduation was still under discussion.
 - 5.6. DoF invited PM to comment from the student union's perspective. PM reported that whilst the pandemic generally had had a negative influence for students NCH had done its best and tried to resolve things quickly.
 - 5.7. The execution of the exams online went smoothly, and assessment boards were being held and there was lots of exciting work being done in EDGE.
6. CEO Update
 - 6.1. The CEO started with an operational update reporting that there was no major update since the last Board meeting as the exams had been held online and a few events had taken place on campus but overall, little was physically located in the building and the UK government had put back the earliest date for full reopening of society to July 19.
 - 6.2. The Devon House project still seemed to be going well with currently no reported significant risk to the timetable and there was a lot of

work updating policies to take account of the new home. The CEO noted that the College was in discussions with Revantage (the landlords of Devon House) to lease half of the second floor. It was agreed that the Board could approve a head of terms via written means when that was ready to be agreed.

6.3. The CEO then covered the regulatory area.

6.3.1. The agreed application for university title (Northeastern University – London) had now been opened for consultation by the OfS.

6.3.2. KM raised a question about the question being asked about the title being misleading or confusing, the CEO answered that this was the standard question and was not specific to NCH's application.

ExCo was **AUTHORISED** to effect the required notifications for the change of name of NCHNL if University title is approved.

ACTION: CEO to inform ExCo.

6.4. The NPP's for the EDGE programs were discussed

NPP's were **APPROVED**.

ACTION: CEO to inform EDGE and Quality team.

6.5. The CEO then gave an update on EDI action plan. In terms of policies, marketing, and awareness of issues.

6.5.1. The new policies in development (namely Relationships at Work and Communications as well as a review of existing policies and procedures) was going well and the target for these policies to be introduced or revised by the start of the next academic year was on track.

6.5.2. From an awareness perspective the College was celebrating Pride month.

6.6. The Quality Assurance Update was **NOTED** as was the Consumer Protection Review Report which as the CEO explained was a requirement from the OfS on all HEPs.

6.7. The OIA annual statement for 2020 was **NOTED**.

6.8. There was a discussion of the return to campus planned for the autumn. There was an acknowledgement of the competing drivers, anxiety, and excitement about it. The CEO articulated the current planned approach around the need for face-to-face student activities and flexibility around non face to face required activity but also noting the statutory right to request flexible working which altered an employee's terms and conditions.

7. AVP Update

7.1. The AVP started by reporting that in terms of recruitment numbers for NCH UG and PG degrees it was at 140 compared to 112 at this time last year. UG was in line with last year, but PG was ahead

significantly with 37 acceptances versus 5 last year. In UG EU student numbers were down 60% due to Brexit with 16 acceptances versus 40 currently last year. Overall, the target is 179.

- 7.2. There were two good pieces of news, the increase in our CAS allocation to 265 had been approved and our FAFSA application done in conjunction with the team in Boston had been approved by the US Department for Education.
8. Any other business (open agenda).
 - 8.1. TM updated the Board about the conversations happening between Northeastern and Mills College which were in early stages but offered exciting opportunities.
 - 8.2. There being no other business the Chair declared the open agenda had been covered and that the reserved agenda would now be covered.
9. Date of next meeting was noted as 29 October 2021.
10. PM left the meeting.

Reserved Agenda

11. CEO financial update
 - 11.1. *Redacted – restricted information*
12. The draft terms of reference for the nominations committee were discussed and it was required that they been amended to reflect the appointment of the NU Governors as per the Articles of Association.
ACTION: CEO to redraft the terms of reference and represent to the October Board.
13. The CEO, Founder, DoF and AVP left the meeting.
 - 13.1. *Redacted – restricted information*
ACTION: TN to communicate this to the CEO.
14. There being no other business the Chair declared the reserved agenda had been covered and the meeting closed.

MATTERS ARISING**29 APRIL 2021**

Action Number	Action Item	Action Owner	Expected Completion Date	Progress/Update
1	Communicate approval of Risk Management Strategy	CEO	ASAP	COMPLETED
2	Liaise with officers of NCHL and NCHT on NCHNL views on their status	CEO	Ongoing	COMPLETED
3	Communicate approval of FY22 Budget	CEO	ASAP	COMPLETED
4	Communicate approval of Remco (Exco) terms of reference	CEO	ASAP	COMPLETED
5	<i>Redacted – restricted information</i>	TN	ASAP	COMPLETED

24 JUNE 2021

Action Number	Action Item	Action Owner	Expected Completion Date	Progress/Update
1	Inform Exco of approval for any name changing required	CEO	ASAP	
2	Communicate approval of NPP to EDGE and Quality team	CEO	ASAP	
3	<i>Redacted – restricted information</i>	TN	ASAP	
4	Redraft terms of reference of Nominations Committee and represent to the Board	CEO	Oct Board	