

GOVERNING BODY
AGENDA
Thursday 4th July 2013 from 16.00-18.00 hours
Room 116, College Buildings, Thornhaugh St. Russell Square, WC1H 0XG

Items marked with an asterisk are formal business, not intended for discussion. If members wish to discuss any issues arising from these items they should inform the Clerk to the Governing Body by 9am on Tuesday 2nd July 2013.

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| I | Conflicts of Interest To note | [Oral Update] |
| II | Minutes To approve: The minutes of the meeting held on 19 th April 2013 | [Attached] |
| III | Actions Taken | |
| IV | Matters Arising / Matters for Report | |
| V | Questions on the Director's report (<i>the latest Director's monthly report will be dispatched at the end on 1st July</i>) Copies of Director's reports since the last meeting: 26 th March 2013 30 th April 2013 31 st May 2013 | [Appendix A] [i] [ii] [iii] |
| VI | Amendments to Standing Orders To approve: a recommendation from Resources & Planning Committee | [Appendix B] |
| VII | SOAS Student Charter To approve: a recommendation from Academic Board | [Appendix C] |
| VIII | External Relations Strategy To approve | [Appendix D] |
| IX | SOAS League Table Performance To note | [Appendix E] |

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| X | Governing Body Effectiveness To note | [Appendix F] |
| XI | QAA Institutional Review of SOAS 2013: Outcome & Next Steps To consider | [Appendix G] |
| XII | Annual Diversity Report 2013 for the SOAS Governing Body To note | [Appendix H] |
| XIII | Academic Promotions To endorse: Promotions to Professor and Reader To note: Promotions to Senior Lecturer. To note: The external report on the School's Promotion process | [Appendix I] [i] [ii] |
| XIV | Sub Committee Reports: To receive: Minutes/reports from the following sub committees: Academic Board (draft minutes) - 5 th June 2013 Audit Committee - 31 st May 2013 Health & Safety Committee - 22 nd May 2013 Resources & Planning Committee - 4 th June 2013 | [Appendix J] [i] [ii] [iii] [iv] |
| XV* | Emeritus status To note: the award of emeritus status to: Professor Mark Hobart Professor Andrew Huxley Professor Terry McKinley | |
| XVI | Valedictions To note: the following governors' terms of office comes to an end 31 July 2013 <ul style="list-style-type: none"> • Ms Alex Fulton • Mr Harrison Lanigan-Coyte To note: the following governors' terms of office comes to an end 31 August 2013 <ul style="list-style-type: none"> • Dr Fiona Adamson • Professor Graham Furniss • Professor Barbara Harriss-White • Mr Neil Lerner • Dr John Parker | |

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| XVII | Next Meetings of Governing Body | |
| | <p>To note: Next meetings of Governing Body:</p> <p>Informal evening meetings: 21st October 2013 16:00 - 20:00 hours (SOAS Brunei Suite) 21st May 2014 16:00 - 20:00 hours (SOAS Brunei Suite) 3rd February (evening) & 4th February 2014 (venue TBC)</p> <p>Governing Body Meetings: Monday 30th September 2013 Thursday 28th November 2013 Friday 25th April 2014 Monday 7th July 2014</p> | |

SOAS, UNIVERSITY OF LONDON

GOVERNING BODY

Thursday 4th July 2013

OPEN MINUTES

Dr T Miller (Chairman)
Ms E Wright (Vice-Chair)
Mr G Dalal (Honorary Treasurer)
Professor P Webley (Director)
Professor G Furniss (Pro Director)
Professor N Rao (Pro Director)

Dr F Adamson

Mrs S Alier

Ms A Fulton

Sir Graham Fry

Mr H Lanigan-Coyte

Ms R Mortuza

Dr J Parker

Mr J Robinson

Mr S Tinton

Lord Williams

Ms Z Weaver

In attendance: Mr G Appleby (Acting Registrar)

Mr J Barbe

Professor M Craven (Dean of Law & Social Sciences)

Mr B Douglas (Acting Director of Finance)

Mr D East

Ms L Edwards

Dr C Ince (Acting Secretary, Minutes)

Professor C Oughton

Professor D Mosse

Mr A Popham

Professor A Pauwels (Dean of Languages & Cultures)

Professor G Singh (Dean of Arts & Humanities)

Mr D Skinner

Apologies: Mr D Beaton (Registrar & Secretary)

Professor Sir I Crewe

Professor B Harriss-White

Mr C Ilako

Mr N Lerner

43. Welcome and Apologies

Governing Body **noted** the apologies and welcomed those members who would be joining Governing Body over the summer, who were observing the meeting today. Governing Body considered Item IV on the reserved agenda, the report from the Nominations Committee, as its first item of business.

44. Conflicts of Interest

There were no conflicts of interest stated.

45. Minutes

The minutes of the meeting on 19th April 2013 were **approved**.

46. Actions Taken

There were no actions due for report that were not on the agenda.

47. Matters Arising

There were no matters arising.

48. Questions on the Director's Reports [Appendix A]

30th April, 31st May and 1st July

The Director **reported** on his monthly reports since the last meeting of Governing Body and updated members on some additional developments. The national multi-institution pay negotiations had failed to reach an agreement and UCU was now in dispute over the outcome; the Government's spending round had seen a 4.5% cut in the HEFCE teaching grant from 2015 so the School would need to ensure it presented a very strong case for the continuation of any institution specific funding; an agreement had been reached with the University of London's International Academy for an interim arrangement in advance of a revised long-term contract being agreed; the 1994 Group would be relaunching with a new name in the Autumn; and he would be Acting Vice-Chancellor of the University for the next week.

Governing Body **noted** that the Registrar & Secretary was likely to be absent for a period of several months.

49. Amendments to Standing Orders [Appendix B]

Governing Body **approved** the minor amendments to Standing Orders to take account of the change in title of the Students' Union's sabbatical officers.

50. SOAS Student Charter [Appendix C]

Governing Body **approved** the new Student Charter, which had been developed in close collaboration with the Students' Union and endorsed by Academic Board, Executive Board and a Student's Union General Meeting. The development of the Charter had been a positive and inclusive process with the final document being distinctive whilst in line with the QAA guidelines. The Charter would be used to encourage and further develop the community within the School with a set of shared behaviours.

51. External Relations Strategy [Appendix D]

Governing Body **approved** the revised External Relations Strategy on the recommendation of the External Relations & Communications Committee. The new version had been discussed extensively within the School following an external report and aimed make the School ready for its Centenary in 2016.

Governing Body **noted** the ongoing development of the American Friends of SOAS, which was supported by the School. Another area the School was looking at was the support it

could continue to offer to students once they left, such as access to careers advice and providing an e-mail address to preserve an alumnus's connection with the institution.

A significant amount of work was already taking place around fundraising for the Centenary and a revised case for support would be prepared in advance of any formal campaign being launched. An essential area for this to succeed was ensuring good involvement from academic staff.

52. SOAS League Table Performance [Appendix E]

The Pro-Director, Learning & Teaching **reported** on the School's latest performance in league tables. The School needed to be world class in not just its teaching and research but across all its activities. The School had improved from 29th to 22nd in the latest *Guardian* table but dropped three places to 33rd in the *Complete University Guide*, which reflected the different methodologies used. Governing Body **noted** that the student experience metric used in league tables was based on the results of the NSS in 2012 and the latest NSS results would be published in August. Although the School had shown a recent improvement in its graduate prospects rating it continued to score poorly on facilities spend as it did not possess any significant residential, health or sports facilities. It was important that any additional investment addressed multiple factors including known student demand.

Governing Body **discussed** the actions being taken to address the three key areas identified as requiring improvement – student experience, employability and facilities spend. The data collected during the current academic year showed, although there was room for further work, there had been a notable improvement on the turnaround time for assessment and feedback and it was hoped this would be reflected in the next NSS. This was a key area for the School as even in departments with a good overall satisfaction rating this element was often low. Faculties would continue to monitor this closely as this was an area the School was in direct control of and would take action on if required.

Governing Body **noted** that in addition to the areas already discussed a lot of activity had taken place in the departmental action plans agreed after the NSS in 2012. The Students' Union would be discussing further ways of improving the assessment procedures with the School, such as the balance of method of assessment.

Governing Body **noted** that the Hall of Residences the School used were either through the University of London or via a nominations agreement on its formerly owned properties. There was a significant period still remaining on this but discussions had already taken place on if this might be extended and the matter would come back to Governing Body when it needed to make any decision.

Governing Body **agreed** that it would look at how the engagement between its members and the wider academic body could be improved.

53. Governing Body Effectiveness [Appendix F]

The Vice-Chair **reported** on the meeting of the sub-group convened to manage the process for Governing Body's review of its effectiveness, which she had chaired in the Chair's absence. The Group was proposing a short questionnaire that would be distributed to members to gain quantitative feedback as well as any qualitative comments. A separate questionnaire would be circulated in respect of any sub-committees.

Members could also raise any issues with the Chair or Vice-Chair and all the data would be considered over the autumn before a final report and recommendations came back to Governing Body later in 2013/14.

54. QAA Institutional Review of SOAS 2013: Outcome and next steps [Appendix G]

Governing Body **noted** the final report of the QAA Institutional review and associated action plan, the draft outcome having been reported at the last meeting. This was a good result for the School and represented significant progress on previous audits.

Governing Body **thanked** all those involved in the preparations for the review and Ms Fulton for coordinating the Students' Union's separate submission.

55. Annual Diversity Report for 2013 [Appendix H]

The Dean of the Faculty of Languages & Cultures, Chair of Equality & Diversity Committee, **presented** the Annual Diversity Report for 2013. This was in addition to the regular reports Governing Body received and gave an overview of work in the last year and detailed analysis for the data from 2011/12. The School performed well against the sector in most areas but had further improvement to make, especially on the ethnicity attainment gap.

The Committee would be discussing the action plan for 2013/14 at its next meeting and this would look at areas to address the attainment gap such as support structures and types of assessment for students, and promotions and development reviews for staff.

56. Academic Promotions [Appendix I]

Governing Body **endorsed** the promotions to Professor and Reader. It **noted** the promotions to Senior Lecturer along with the external report on the School's promotion processes.

57. Sub Committee Reports [Appendix J]

To receive: Academic Board, Audit Committee, Health & Safety Committee and Resources & Planning Committee

Governing Body **received** the reports from its sub-committees.

58. Emeritus Status

This was a starred item. Governing Body **noted** the item.

59. Valedictions

Governing Body **recorded** its formal thanks to all those members of Governing Body for whom their term of office competed over the summer. In particular it thanked the Pro-Director, Research & Enterprise for all his contributions to Governing Body and the wider work of the School as well as offering its congratulations on his receipt of the OBE.

60. Dates of the Next Meetings of Governing Body

Governing Body **noted** that dates of the formal and informal meetings for the 2013/14 year. Its next meeting would take place on Monday 30 September.

SOAS, UNIVERSITY OF LONDON

GOVERNING BODY

Action Points 2012/13

| Minute | Item | Action | Deadline For Report | By |
|---------------|-------------|---|--------------------------------|-----------|
| 7 | KPIs | Report to include targets for each KPI and detail on benchmarking | 30/9/13 | GA |