

AGENDUM 1: Unconfirmed minutes

The University of Manchester

GENERAL ASSEMBLY

Wednesday, 22 June 2016

Present: The Chancellor, Mr Lemn Sissay (in the Chair), The Pro-Chancellor, Mrs Gillian Easson, The President and Vice-Chancellor, the Deputy President and Deputy Vice-Chancellor, the Chair of the Board of Governors, Mr Rock Adjei-Baah, Mr Kabir Ahmed, Ms Naa Acquah, Mr Norman Askew, Mrs Daniele Atkinson, Mrs Catherine Barber-Brown, Miss Mumtaz Bashir, Professor Sir Robert Boyd, Mr Christopher J Boyes, Miss Emefa Bonsu, Ms Natasha Brooks, Dr Ronald E Catlow, Mr Alan Clarke, Ms Alison Clarke, Mr Neil Condron, Dr William Craig, Mr Steve Connor, Mr Salil Deena, Professor Peter Eccles, Mr Michael N G Evens, Mr Matthew Foulkes, Dr John Gallacher, Professor John Healey, Mr Vidar Hjordeng, Ms Laura Hill, Dr James Hopkins, Mr Michael Jayson, Mr Leslie Jones, Mr John Kershaw, Mrs Susan Lipton, Mr Barry Lye, Dr Keith Lloyd, Professor Paul Mativenga, Professor Cathy McCrohan, Mr J Anthony McDermott, His Honour Judge Tim Mort, Mr Robert M Owen, Dr Rodger Pannone, Mrs Jane Pickering, Professor Andreas Prokop, Dr Rodger Pannone, Ms Helen Rose, Dr Thurai Rahulan, Dr Tracey Speake, Canon Maurice Smith, Mr Philip Smith, Dr Shaun Speed, Mr Roger Spencer, Ms Helen Stevens, Mrs Katherine Sullivan, Mr Tim Turvey, Mr Asrar Ul-Haq, Mr J Peter Wainwright, Mr Roy Walters, Ms Roz Webster, Mr David Watson, Ms Janine Watson, Dr Janet H Webster (63)

In attendance: The Registrar, Secretary and Chief Operating Officer, the Director of Finance and the Deputy Secretary. The Associate Vice- President For Public Affairs, Professor Andrew Westwood attended for *Agendum 7*.

1 National Honours

Reported: On behalf of the General Assembly, the Chancellor offered his warmest congratulations to staff members Professor Danielle George and Marcia Ody, who had both received MBEs in the Queen's 90th Birthday honours list to acknowledge their significant contributions to their respective fields. Danielle, who is Professor of Radio Frequency Engineering and Vice Dean of Teaching & Learning, received her honour in recognition of her contribution to engineering through public engagement. Marcia, the University's Teaching and Learning Manager, received her honour in recognition of her services to Higher Education.

2. Mr Guy Hutchence

Reported: That shortly after the last meeting of the Assembly in January 2016, the University sadly learned of the death of a member of the General Assembly, Mr Guy Hutchence. On behalf of the Assembly, the Chancellor offered his condolences to Mr Hutchence's family, friends, and colleagues.

3. Minutes

Resolved: The minutes of the meeting held on 20th January 2016 were approved.

4. Report on issues raised at the last meeting

Received: A paper providing further information on the questions posed and the answers received at the meeting of the General Assembly, held on 20 January 2016.

5. Membership of the General Assembly

Reported: The Registrar, Secretary and Chief Operating Officer reported that since the January meeting of the General Assembly the following have been appointed or co-opted to membership:

In category 2

Lady Joy Smith, DL, High Sheriff of Greater Manchester

Councillor Carl Austin-Behan, Lord Mayor

In category 8

Councillor Ian Stewart, City Mayor, Salford City Council Town Hall

The current membership of the Assembly is available on line at <http://www.manchester.ac.uk/governance>

6. Re-appointment of the Pro-Chancellor and Chair of the Nominations Committee

Received: A report on the Re-appointment of the Pro-Chancellor and Chair of the Nominations Committee, from Mr Anil Ruia, the Pro-Chancellor and Chair of the Board of Governors.

Reported:

- (1) Statute IV [The Chancellor, the Co-Chancellors and the Pro-Chancellor] states that "Subject to the Ordinances, during the absence or inability of the Chancellor or, if appointed, one or both of the Co-Chancellors, or vacancy in the office, the functions of the office, except the conferment of degrees, shall be exercisable by a Pro-Chancellor, who shall not hold any paid appointment in the University, and who shall be appointed by the General Assembly on the recommendation of the Nominations Committee ... according to procedures prescribed by Ordinance". It further states that "Such Pro-Chancellor shall hold office for a period of four years and shall be eligible for re-appointment to one further term of office. The office-holder shall be designated an officer of the University ...".
- (2) Pursuant to '1.' above, Ordinance II [The Nominations Committee] states that the Committee is "To recommend to the General Assembly the appointment to be made to the office of Pro-Chancellor". The Ordinance also states that the Pro-Chancellor is to chair the Nominations Committee.
- (3) Mrs Gillian Easson has served as Pro-Chancellor since September 2012 and her first term of appointment as Pro-Chancellor is due to terminate on 31 August 2016. She is eligible for re-appointment, and has confirmed her willingness to serve for a further four-year term of office.

- (4) The Nominations Committee (a committee of the General Assembly and the Board of Governors) met on 26 January 2016, and the Chair of the Board of Governors took the chair for this item. The current Pro-Chancellor was not present for, and therefore took no part in, the discussions in the Committee concerning her re-appointment.
- (5) During the discussion the Chair of the Board noted that the excellent support provided by the Pro-Chancellor over the last four years and remarked upon her strong and effective leadership of the Nominations Committee. He also thanked the Committee for the work they have done in sourcing such a high calibre of candidates, highlighting that I had shared this information with HEFCE during a recent assurance visit.
- (6) After considering the report the Nominations Committee resolved, unanimously, to recommend to the General Assembly that Mrs Gillian Easson be re-appointed as Pro-Chancellor for a period extending from 1 September 2016, until 31 August 2020.

Resolved: That the General Assembly approved the reappointment of Mrs Gillian Easson as Pro-Chancellor, for the period 1 September 2016 to 31 August 2020.

7. Report from the Nominations Committee

Received: The Chair of the Committee, Mrs Gillian Easson, presented the Committee's main report.

Reported:

- (a) The membership of the Committee is:

The Pro-Chancellor (Mrs Gillian Easson) (*in the Chair*)

The following three members of the Board of Governors, appointed by the Board, from the categories of membership indicated:

Lay: Mr Andrew Spinoza

Senate: Professor Chris Taylor

Staff: Ms Iram Kiani

The following five lay members of the General Assembly, appointed by the Board on the nomination of the General Assembly:

Professor Sir Robert Boyd

Ms Catherine Barber-Brown

Mr Chris Boyes (elected by the General Assembly, in-year)

Mr Wakkas Khan

Mrs Susan Lipton

- (b) The Committee's principal matters of business are:

- to recommend to the Board of Governors appointments and re-appointments to Category 2 of the Board (lay members);
- to recommend to the Board of Governors re-appointments to Category 3 of the General Assembly (lay or former members of the Board who are not otherwise members of the General Assembly);

- to recommend to the Board of Governors appointments to Category 9 of the General Assembly (lay members appointed by the Board);
- to recommend to the General Assembly co-optations to Category 10 of the General Assembly (members co-opted by the General Assembly);
- to recommend to the General Assembly the appointment to be made to the office of Pro-Chancellor;
- At regular intervals, to recommend to the Board on the representation afforded by the sponsoring organisations within Categories 5 through 8 of the General Assembly.

This report provided an update on the Committee's activities and, specifically, the Committee's recommendations to the General Assembly for appointments and/or re-appointments to the General Assembly in Category 10.

- (c) Following detailed discussions and, in respect of the new appointment, interview, the Committee agreed to make the following recommendations for appointment/re-appointment:

(1) For appointment to the Board of Governors in Category 2 (lay members)

The Committee has made one recommendation for a new lay appointment to the governing body in Category 2, for Mr Robin Phillips, in order to replace the vacancy created by the departure of Mr Stephen Dauncey on 18 January 2016. This appointment is for a two year term extending to 31 August 2017. Two further recommendations in Category 2 will follow and will be submitted to the Board in this session. Those candidates appointed will take up the places that arise on 1 September following the scheduled retirements of Mr Anil Ruia, as Chair, and Mrs Christine Lee-Jones.

(2) For re-appointment to the Board of Governors in Category 2 (lay members)

The Committee is making four recommendations for reappointment to the governing body in Category 2, each for a further term of three years from 1 September 2016:

Mr Paul Lee
Dr Neil McArthur
Dr John Stageman
Dr Angela Strank

NB. Approval was provided for the appointments under (1) and (2) above at the meeting of the Board of Governors on 4 May 2016.

(3) For re-appointment to the General Assembly in Category 9 (Members appointed by the Board of Governors)

Miss Mumtaz Bashir, JP
Mrs Catherine Barber-Brown
Mr Michael N G Evans
Mr Peter J Folkman

Mr Vidar Hjärdeng
Mr Mohammed (Wakkas) Khan
His Honour Justice Tim Mort

- (4) For appointment to the General Assembly in Category 9 (Members appointed by the Board of Governors)

Ms Abigail Shapiro
+ one additional place, to be confirmed

NB. Approval will be sought for the appointments under (3) and (4) above at the meeting of the Board of Governors on 6 July 2016. In addition, the Board of Governors will approve recommendations for appointment and re-appointment to continued membership of the General Assembly in Category 3, for former members of the Board of Governors.

- (5) For re-appointment to the General Assembly in Category 10 (Members appointed by the General Assembly)

Dr Paul C Banford
Mrs Ann J Barnes
Mr Alan Clarke
Mrs Janet D Pickering
Mr David Ryan
Mr Philip Smith

- (6) For appointment to the General Assembly in Category 10 (Members appointed by the General Assembly)

Mr Danny Goldman
Ms Wilma Osuh
+ one additional place, to be confirmed

- (d) During the year, members of the Committee undertook training in respect of unconscious bias. This looked in detail at what unconscious bias is, how it can affect recruitment decisions, and the research findings that offer techniques and strategies to minimise the influence of unconscious bias. As a result of the session, the Nominations Committee is seeking to adopt some of these techniques, and will consider, where appropriate, the adoption of 'applicant blind' selection for the initial stages of assessment and selection i.e. removing any reference to a person's name, age, gender, ethnicity etc, from applications.
- (e) The Committee has also examined the attendance and representation offered by Categories 5 through 8 of General Assembly membership and is continuing to ensure this reflects the requirements of the University. The Committee has invited new representation from the Lancashire, Greater Manchester and Cheshire and Warrington Local Enterprise Partnerships (formerly covered by representation from another body, and from the Arts Council (formerly covered by representation from the Museum, Libraries and Archive Council) on the General Assembly, from September 2016.
- (f) Administrative support for the work of the Committee throughout the year was provided by Martin Conway, Deputy Secretary and also by Sally Ainsworth, Information Governance Administrator.

Resolved: The General Assembly approved the appointments and re-appointments under section (c), items (5) and (6), above.

8. The Stock-take report and Manchester 2020

Received: The President and Vice-Chancellor provided the General Assembly with an update on strategic developments since the previous meeting. The Stock-take report on the University is available by clicking the following link:

<http://documents.manchester.ac.uk/display.aspx?DocID=28673>

Reported:

- (1) That the President and Vice-Chancellor began by outlining the role of universities, in providing a public good, delivering new knowledge, thinking and application, in providing a transformational educational experience and, for The University of Manchester, a focus on social responsibility.
- (2) That the presentation referenced the strategic themes of the University in respect of ambition, focus and distinctiveness. The stock take report provided evidence of the University's success in some areas, but also highlighted where further work was required. A step change was required to meet ambitions and progress against key competitors.
- (3) That the presentation made reference to changes internally in respect of key appointments at Board level, and as part of the Senior Leadership Team. A new ITS strategy had been developed and a new faculty structure had been agreed and would be implemented in August.
- (4) That the President and Vice-Chancellor highlighted the new Regius professorship awarded to Professor Phil Withers in 2016, and the links to the prestigious Sir Henry Royce Institute that would be based at the University.
- (5) That the report included information on progress in respect of the Campus Masterplan, including the completion of the National Graphene Institute, the Cancer Centre, and the lauded development and extension of the Whitworth Art Gallery.
- (6) That the presentation included an update on the current position of the University against the targets in the strategic plan, a stock take of progress, the SWOT position of the University and information on future priorities.

9. Question and Answer Session

Reported: This item provided an opportunity for members to ask questions on any aspect of the University's work. The questions and answers provided at the meeting are enclosed in a separate report.

10. The Future of Higher Education: "Success as a Knowledge Economy"

Received: Professor Andy Westwood, Associate Vice-President for Public Affairs (University of Manchester) and Professor of Politics and Policy (University of Winchester) provided a sector-

wide analysis of HE, including reflections on the White Paper, the future funding environment and the risks and opportunities for universities and higher education providers over the next five years.

11. Date of next meeting of the General Assembly

Reported: That the next meeting of the General Assembly would be held on Wednesday, 18 January 2017.

12. Summation and close

Reported: That the Pro-Chancellor expressed thanks to all the presenters and to the General Assembly members in attendance for the contribution they had made to the meeting.