

University Partnerships Board of Governors

Membership:

- Chair - David Brown
- COO University Partnerships & Group Compliance & Operations Director, Safeguarding Lead and OfS Accountable Officer – Laura Guga-Voyce
- Company CFO -Tom De Clerck
- CEO - Lil Bremermann-Richard
- Responsible for academic standards – Gerard Moran

Upon invitation to relevant parts of meetings (but not being governors)

- Regional Directors – Scotland and England
- Head of Quality Assurance (OIA Lead) – if there is a complaint issue
- Others by invitation

Contact: Operating as Clerk to the Board – Annemarie Munro

Minutes

Meeting 1 Tuesday 11th February 2025

ITEM	
1.	<p style="text-align: center;">Members present/apologies</p> <p>David Brown; Lil Bremermann-Richard; Laura Guga-Voyce; Tom De Clerck; Gerard Moran; Corinne Wales; Jacqui Ecoeur</p>
2.	<p style="text-align: center;">Declaration of interests</p> <p>No interests were declared</p>
3.	<p style="text-align: center;">Introduction</p> <p>DB explained the reconstitution of the governing board to meet OFS requirements, emphasizing the balance between fulfilling OfS roles and responsibilities and managing the relationship with the broader company.</p>
4.	<p style="text-align: center;">New members</p> <p>Introduced Gerard Moran as a new independent executive member.</p>

5.	<p style="text-align: center;">Terms of Reference</p> <p>GM noted the need for a second independent governor and the importance of having different perspectives on academic assurance and audit roles.</p> <p>AM mentioned a slight amendment needed in the terms of reference in changing the accountable officer from LB-Richard to LG-V.</p>
6.	<p style="text-align: center;">Handbook</p> <p>Update page 11 to reflect achievement of OfS registration – currently mentions it as an aspiration.</p> <p>CW raised a query about the student voice, suggesting the need for action plans and a feedback loop to ensure student feedback is addressed. DB and LB-R agreed on the importance of capturing student feedback and aligning it with marketing's NPS scores, as well as suggesting that governors visit campuses to triangulate the flow of feedback from students and staff to bring back to this board.</p> <p>DB asked about the scope of the handbook and which areas of provision outside the University Partnerships it covered. AM clarified that as far as OfS were concerned they covered everything under OIET that was level 4 and above.</p> <p>DB and AM discussed the need for a safeguarding person on the Board, with LG-V confirming her role as the safeguarding officer. They also mentioned the importance of having a clear map of safeguarding responsibilities and training for board members.</p> <p>Discussed the processes of governance for securing new programmes or partnerships which would then come to this Board to check it aligns with curriculum, market, and university partnership strategy.</p> <p>The budget process for the company is May/June. The timing of the BoG may need to be amended slightly to convene before the budget goes to the Investment Board at the end of August to be approved at BoGs first.</p>
7.	<p style="text-align: center;">Chair's action to note: OfS accountable officer change.</p> <p>DB drew attention to the action taken to change the OfS accountable office from LB-R to LG-V.</p>
8.	<p style="text-align: center;">Presentation on 2023-24 Academic Year across the Partnership Colleges</p> <p>JE provided an overview of the quality cycle and data analysis, highlighting the need to focus on retention and transition activities. She mentioned the retention working party and the importance of standardizing quality processes across colleges.</p> <p>CW discussed the focus on consolidating existing programs and addressing issues with business management courses. She also highlighted the employability working group's efforts to make programs more engaging and industry relevant.</p>

	GM emphasized the importance of reassurance in governance and suggested having an annual report that includes routine activities, external examiner perspectives, and enhancement initiatives like the retention and employability working groups.
9.	<p style="text-align: center;">Safeguarding Policy and paper and approval</p> <p>LG-V presented the updated safeguarding policy, which includes legislative changes and updates to key personnel. The board approved the policy, and LG-V confirmed that it had been reviewed by in-house legal counsel.</p>
10.	<p style="text-align: center;">AOB</p> <p>There were no AOB</p>