

Council Academic Quality Assurance Briefing for Council members at 4pm in the Windsor Building, Rooms 1-02/1-03.

## AGENDA

For the meeting of Council to be held on Wednesday 4 October 2017 at 5.00pm in the Windsor Building, Rooms 1-02/1-03

### FORMAL BUSINESS

1. **TERMS OF REFERENCE**  
To review the terms of reference of Council CL/17/53
2. **MEMBERSHIP OF COUNCIL**  
To note the membership of Council and committees for 2017/18 CL/17/54
3. **MINUTES**  
To confirm the minutes of the meeting held on 5 July 2017 (M17/120-M17/180)
4. **MATTERS ARISING FROM THE MINUTES**  
To consider any matters arising, not covered elsewhere on the agenda
5. **REGISTER OF INTEREST**  
To invite members to indicate if they have a conflict of interest, not previously declared, with an item on this agenda
6. **UNSTARRING OF ITEMS**  
To note the un-starring of any part B items. Members wishing to unstar items must notify the College Secretary's Office by **10am on Monday 2 October 2017**

### PART A: MAJOR ITEMS OF BUSINESS

7. **RECRUITMENT OF THE CHAIR OF COUNCIL**  
An oral update from the Vice Chair of Council
8. **COLLEGE STRATEGY**
  - 8.1 To receive, for discussion, a draft mid-term strategy report in preparation for the Council CL/17/55  
Strategy day
  - 8.2 To consider the shape of the Council strategy day
9. **PRINCIPAL'S REPORT**
  - 9.1 To receive a report from the Principal. CL/17/56
  - 9.2 To receive an update on estates projects CL/17/57
10. **FINANCIAL STRATEGY INCLUDING STUDENT RESIDENCES**  
To receive an update on the Financial Strategy and a progress report on the student residences transaction CL/17/58
11. **THE CHARITY SCHEME AND UNIVERSITY TITLE**  
To receive an oral update on progress with the Charity Scheme and University title
12. **ACADEMIC MATTERS**
  - 12.1 To receive the Academic Board annual report for 2016/17 CL/17/59

**Council**

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| 12.2 | To receive a report from the Council Academic Quality Assurance Committee on the review process and enhancement plan | CL/17/60 |
| 12.3 | To receive a proposal to create a School of Computer Science, Information Security and Mathematics                   | CL/17/61 |

**PART B: ITEMS FOR REPORT AND FORMAL APPROVAL**

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| 13.* | <b>ANNOUNCEMENTS</b><br>None  |          |
| 14.* | <b>REPORT OF DECISIONS TAKEN BY THE CHAIRMAN</b>  |          |
| 15.* | <b>REPORT OF DECISIONS TAKEN BY CIRCULATION</b><br>None   |          |
| 16.* | <b>STRODE'S FOUNDATION</b><br>To receive a request from the Chair of Strode's Foundation to reappoint a nominated trustee   | CL/17/67 |
| 17.* | <b>HEALTH &amp; SAFETY COMMITTEE</b><br>To receive the annual report  | CL/17/62 |
| 18.* | <b>UNIVERSITY TITLE APPLICATION</b><br>To note, following the approval of Council at the July meeting, the signed application letter  | CL/17/63 |
| 19.* | <b>REGISTER OF INTERESTS</b><br>To note the register of Council members' interests for 2017/18  | CL/17/64 |
| 20.* | <b>HILDA MARTINDALE TRUST</b><br>To receive the minutes of the Trust AGM and approve the reappointment of a trustee   | CL/17/65 |
| 21.* | <b>TO RECEIVE THE FOLLOWING MINUTES</b><br>Remuneration Committee 24 April 2017<br>Council Executive 21 June 2017<br>Council Academic Quality Assurance Committee 21 June 2017<br>Audit & Compliance Committee 17 July 2017<br>Equality & Diversity Committee 18 July 2017<br>Council Academic Quality Assurance Committee 15 September 2017 (minutes not yet available)<br>Council Executive Committee 20 September 2017 (minutes not yet available) | CL/17/66 |
| 22.* | <b>TO NOTE THE FOLLOWING COMMITTEES HAVE NOT MET SINCE THE LAST MEETING OF COUNCIL</b><br>Health & Safety Committee next meeting 2 October 2017<br>Equality & Diversity Committee next meeting 19 October 2017<br>Remuneration Committee next meeting 25 October 2017<br>Capital Projects Assurance Committee next meeting 26 October 2017<br>Finance Committee next meeting 26 October 2017  |          |
| 23.* | <b>SEALING OF DOCUMENTS</b><br>5 July 2017: Honorary Degree certificates or presentation 12 July 2017<br>24 July 2017: Land registry: Transfer of whole of registered title<br>24 July 2017: Lease between Royal Holloway and Santander for business premises<br>24 July 2017: Licence to carry out works relating to Santander branch at LSSC  |          |

**Council**

29 August 2017: Agreement in respect of a barrier across Chestnut Drive between RHBNC and the residents

29 August 2017: Minor works contract for refurbishment of Computer Centre labs 1 and 2

12 September 2017: Agreement in respect of a barrier across Chestnut Drive between RHBNC and the residents

24. **OTHER BUSINESS**

25. **DATE OF THE NEXT MEETING**

The Council Strategy day, Wednesday 22 November 2017, and Council Meeting Thursday 23 November 2017 at Cumberland Lodge, including Founder's Endowment Fund AGM