

ACTION**MINUTES OF THE TENTH MEETING OF THE GOVERNING BODY OF THE NORTH WEST REGIONAL COLLEGE HELD IN THE BOARDROOM, LIMAVADY CAMPUS ON WEDNESDAY 26 NOVEMBER 2008 COMMENCING AT 5.00PM**

PRESENT: Mr H Faulkner (Chair)
Mrs J Doherty
Mr L Gallagher
Dame Geraldine Keegan
Mrs M Lestas
Prof F Monds
Mr S Murphy (Director)
Mrs G McCafferty
Mr D McMahan
Mr A O'Connor
Mr A Rainey
Mr A Smyth

IN ATTENDANCE: Mr D Young and Mr A Cole, DEL

The Chair welcomed Mr Young & Mr Cole to the meeting.

10.1 APOLOGIES

An apology was received from Miss E Cavanagh.

10.2 MINUTES OF THE PREVIOUS MEETING

It was proposed by Mr L Gallagher, seconded by Dame G Keegan, and agreed that the minutes were an accurate record of the meeting.

10.3 MATTERS ARISING

9.3(8.3)(7.4)(5.3)(4.3)(3.5) – Co-option of members. On the proposal of Mrs J Doherty, seconded by Professor F Monds, it was agreed to co-opt Mr M Agnew to the Governing Body. It was considered that Mr Agnew could contribute additional financial expertise to the GB. On the proposal of Mrs J Doherty, seconded by Mr L Gallagher, it was agreed that the Director should contact Mr W McBride and seek his agreement to serve on the Governing Body. Members felt that Mr McBride's experience in community work could be a valuable asset to the work of the GB.

9.3(8.3)(7.10) – Collective Pay Bargaining. The Director gave an update on arrangements being made through the LRA to seek a long term solution to the industrial action concerning lecturers' pay.

Secretary
to advise
DEL

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9.3(8.6) – Harmonisation of Conditions of Service. The Director reported that despite the flexibility shown by the Governing Body UCU were not prepared to agree to any arrangements on harmonisation which fitted within the parameters agreed by the Governing Body.

10.4 COLLEGE DEVELOPMENT PLANNING PROCESS

[Mrs McCafferty, Mr McMahon and Mr O'Connor joined the meeting during this item]

Mr D Young and Mr A Cole of the DEL outlined the College Development Planning process for the 2009-11 period. The presentation included an update on the process, an explanation of the Funded Learning Unit, curriculum target setting, policy driven funding and the timescales associated with the process.

Following the presentation the Director was requested to prepare a paper on the FLU concept and forward it to Governing Body members through the Secretary.

The Chair thanked Mr Young and Mr Cole on behalf of the Governing Body for their excellent presentation. Mr Young and Mr Cole then left the meeting.

[Mr Smyth left the meeting following this item]

It was agreed to take item 10.7 at this point in the meeting.

10.5 EDUCATION COMMITTEE REPORT (Ref: EC Draft Minutes – 27 October 2008)

The Committee Chair commented on the following matters contained in the draft minutes.

- The College Development Plan Phase 2.
- The development of key performance indicators.
- Enrolments.
- Student Disciplinary Policy.
- ETI Inspection Reports.
- VEP provision.

The Director updated the meeting on the development of Phase 2 of the CDP. It was agreed that the amendments forwarded by the Governing Body members should be incorporated into the draft and a final copy be forwarded by the Director to the Department.

It was proposed by Professor F Monds, seconded by Mr T O'Connor, and agreed to adopt the draft minutes of the Committee including the

Director /
Secretary

Director

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recommendation to grant the flexibility to adjust fees for the January enrolments and to accept the ETI inspection reports and Action Plans.

It was proposed by Mrs J Doherty, seconded by Mr L Gallagher, and agreed to adopt the Student Disciplinary Policy.

10.5 STAFFING COMMITTEE REPORT (Ref: SC Draft Minutes – 12 November 2008)

The Committee Chair commented on the following matters contained in the draft minutes.

- Staffing issues.
- Associate Lecturer Agreement.
- Equal Opportunities Report.

The Director updated the meeting on the Associate Lecturer Agreement and the advice forwarded by the College solicitor was circulated to members.

It was proposed by Mr H Faulkner, seconded by Mr L Gallagher, and agreed to adopt the draft minutes of the Staffing Committee and approve the recommendation that the College process the outstanding Associate Lecturer applications and raise the issue of the Associate Lecturer Agreement at the Lecturers' Negotiating Committee with a view to re-negotiating the terms.

10.6 FINANCE & GENERAL PURPOSES COMMITTEE REPORT (Ref: FC Draft Minutes – 17 November 2008)

The Committee Chair commented on the following matters contained in the draft minutes.

- Strabane campus enrolments.
- Projects and project criteria.
- Management Accounts.
- Harmonisation of estates service delivery.
- Review of the use of the Limavady Lifelong Learning building.
- New build contract.
- Budget adjustments caused by VEP funding and investment income.

The Director informed the meeting that the NIAO had indicated that it will require similar treatment of PFI in all College accounts and that the outcome of such a decision had still to be determined.

It was proposed by Mr A Rainey, seconded by Mrs J Doherty, and agreed to adopt the draft minutes of the Finance and General Purposes Committee and approve the recommendation of accepting the TEEUP and Invest NI projects and that in future

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projects are fully approved by the Senior Management Team before implementation and that the F&GP Committee would receive regular updates.

10.7 AUDIT & RISK COMMITTEE REPORT (Ref: AC Draft Minutes – 17 November 2008)

The Committee Chair commented on the following matters contained in the draft minutes.

- Risk Management developments at third tier level.
- Delay of Annual Report approval.
- KPMG Report on CTS.
- Internal audit on value for money.

It was proposed by Mr D McMahan, seconded by Professor F Monds, and agreed to adopt the draft minutes of the Audit and Risk Committee.

[Mr McMahan left the meeting following this item.]

10.8 CHAIRMAN'S BUSINESS

The Chairman thanked members for their support on his recent appointment. He reminded the meeting that the Christmas lunch will be held in the College restaurant, Northland Building, on Tuesday 9 December 2008 at 12.30 pm.

10.9 ELECTION OF VICE-CHAIR

The Chair invited proposals from members for the position of Vice-Chair.

It was proposed by Mrs J Doherty, seconded by Mr A Rainey, and agreed that Professor F Monds be appointed as Vice-Chair to the Governing Body.

Secretary
to inform
DEL

10.10 DIRECTOR'S REPORT

The Director referred to a letter which Governors had received from Mr J McKeown, Regional Official of UCU. Following discussion it was agreed that a draft reply should be circulated to members for comment and, upon agreement, be forwarded to UCU by the Secretary. It was also agreed that Mr McKeown should be informed that all future correspondence with Governing Body members must be through the Secretary.

Secretary

The Director reported on a further matter which is contained in a Separate Minute

10.11 ANNUAL REPORT AND FINANCIAL STATEMENTS 2007/08 (Ref: Paper GB 10.12)

Given the information provided in the Audit Committee Report it was proposed by Mr A Rainey, seconded by Mr D McMahan, and agreed that this item should be deferred to the next meeting.

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10.12 REVIEW OF GOVERNANCE: TERMS OF REFERENCE (Ref: Paper GB 10.13)

The meeting had a brief discussion on the paper circulated by the Department and agreed that the Chair, Chairs of Sub-Committees and Mr L Gallagher should draft a response for circulation to members.

Chair, etc

10.13 GOVERNANCE HEALTH CHECK (Ref: Paper GB 10.14)

Given that not all members had received the paper it was agreed to defer this matter until the next meeting.

Date of Next Meeting: Wednesday 25 February 2009 at 5.00 pm at the Strabane campus.

This being all the business the Chair closed the meeting at 7.05 pm