MEETING OF THE BOARD OF SCRUTINY
MINUTES

Wednesday, 13 October 2011 at 12.00pm
Old Development Room, Emmanuel College

Present: The Revd Jeremy Caddick (Chair); Dr Catherine MacKenzie (Secretary); Miss Emma Easterbrook (Support Officer); Mr Bruce Beckles; Mr Kevin Coutinho; Mr David Goode; Dr W Owen Saxton; Dr Oren Scherman; Dr Christina Skott; Dr Brian Sloan; Mr Paul Warren; and Dr Alan Winter.

1. Apologies
   None.

2. Declarations of Interest
   None.

3. Election of Chairman and Secretary
   The Revd Jeremy Caddick and Dr Catherine MacKenzie were elected as Chair and Secretary unanimously.

4. 16th Annual Report (Discussion)
   PW, OS & JC attended the Discussion on Tuesday, 11 October 2011. The following items were discussed:
   i. Comments by speakers;
   ii. Combination Room; and
   iii. Election of next Chancellor.

5. Potential Topics of Discussion
   The following items were discussed:
   i. Visas and Compliance;
   ii. Finances and financial planning;
   iii. Review of Unified Administrative Service (UAS);
   iv. Review of Information Strategy and Syndicates Services;
   v. International Office;
   vi. Volunteer Selection System (VSS);
   vii. Appeal Payouts, Complaints and the Court of Discipline;
   viii. Senior Academic Promotions;
   ix. Student Numbers; and
   x. University and College Union (UCU).

6. Any Other Business
   i. Balloting process for Regent House: including electronic voting and role of the Proctors;
   ii. Remit of the Board;
   iii. Childcare: including rise in cost;
   iv. Statutes governing the Board: including election of members; and
   v. Technical Review of Statutes and Ordinances: including their remit and proposed changes to date.
7. Potential Guests for the academic year 2011/12
   i. Mr Graham Allen, Academic Secretary;
   ii. Professor Jeremy Sanders, PVC for Institutional Affairs;
   iii. Professor Lynn Gladden, PVC for Research;
   iv. Professor Steve Young, PVC for Planning and Resources;
   v. Dr Jennifer Barnes, PVC for International Strategy;
   vi. Dr Jonathan Nicholls, Registrary;
   vii. Professor Sir Leszek Borysiewicz, Vice-Chancellor;
   viii. Mr Andrew Reid, Director of Finance; and
   ix. Professor Steve Oliver, Chair of the Information Strategy and Services Syndicate.

8. Date of Next Meeting:
   Guest: Mr Graham Allen, Academic Secretary
   12.00pm on Thursday, 27 October 2011
   Old Development Room, Emmanuel College