

## **MEETING OF THE BOARD OF SCRUTINY MINUTES**

Thursday, 7 June 2012 at 12 noon  
Robert Gardner Room, Emmanuel College

Present: Dr Catherine MacKenzie (Acting Chairman); Mr Kevin Coutinho; Dr Owen Saxton; Dr Oren Scherman; Dr Christina Skott; Dr Brian Sloan; Dr Paul Warren; Dr Alan Winter; Miss Emma Easterbrook (Support Officer).

### **1. Apologies**

The Revd Jeremy Caddick; Dr Martin Dixon; Mr David Goode.

### **2. Declarations of Interest**

None.

### **3. Minutes of the meetings on 26 April, 3 and 10 May 2012**

Approved.

### **4. Minutes of the meeting on 24 May 2012**

TBC.

### **5. Matters Arising**

- i. Board members agreed to consider arrangements for 2012-13.
- ii. The Acting Chairman to invite guests for the Michaelmas Term 2013: the Vice-Chancellor; Senior PVC; Registry; Director of Finance.
- iii. Ms Aimee Kibble has been appointed as (temporary) Support Officer, to cover Miss Emma Easterbrook's maternity leave, from 11 June 2012.

### **6. Possible Guests in the Lent and Easter Terms 2012-13**

PVC (International Strategy); PVC (Institutional Affairs); PVC (Research); Academic Secretary; Director of Human Resources.

### **7. Drafting of the Seventeenth Annual Report**

### **8. Any Other Business**

The Acting Chairman thanked Miss Easterbrook for her service in 2011-12 and wished her well for her maternity leave in 2012-13.

### **9. Date of Next Meeting**

Guests: Mr Roger Taylor, Project Director and Mr Kerry Sykes, Finance Director for North West Cambridge  
12 noon on Friday 15 June 2012  
Old Development Office, Emmanuel College

Dr Catherine MacKenzie, Secretary, 26 June 2012.