

MEETING OF THE BOARD OF SCRUTINY

MINUTES

Wednesday, 27 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 Christina Skott; Dr Brian Sloan; Mr Paul Warren; and Dr Alan Winter.

1. Apologies

Dr Martin Dixon; and Dr Oren Scherman.

2. Declarations of Interest

All members declared an interest in the Academic Division.

3. Minutes of Meeting on 13 October 2011

Approved.

4. Matters Arising

- i. *Future Guests*: TBC;
- ii. *Revision of the Board's statutes*: To be kept under review;
- iii. *Voluntary redundancy figures*: distributed amongst the Board;
- iv. *International Office*: To be kept under review; and
- v. *Revision of Statutes and Ordinances*: To be kept under review.

5. Guest: Mr Graham Allen, Academic Secretary

The Board thanked Mr Allen for his attendance and the following issues were discussed:

- i. *Risk management*: student complaints and appeals, the Office of the Independent Adjudicator (OIA), the three stage process, liaison between the Colleges and the University, and the legal process;
- ii. *Senior Academic Promotions*: including the integration of the new system, the criteria, the role of the University Senior Lectureship (USL), capping of applications within three years, mentoring of applicants, and the appeals process;
- iii. *Graduate student numbers and College membership*: including financial and academic issues;
- iv. *North West Cambridge*: possible uses; and
- v. *International Strategy*.

6. Any Other Business

None.

7. Date of Next Meeting:

Guest: Professor Jeremy Sanders, PVC for Institutional Affairs
12.00pm on Thursday, 10 November 2011
Old Development Room, Emmanuel College