LANCASTER UNIVERSITY

The County College Syndicate

A meeting of The County College Syndicate took place on **27 February 2019** at which the following persons were present:

**Senior Members**
Lauren Emery, Rachel Fligelstone, Mathew Gillings, Karen Grant (Chair), Louise Inman, Ashley Jones, Ali Moorhouse (Sec), Katie Park-Walford, Stuart Powers, Aiqing Wang, Michelle Wood

**Junior Members**
Sruthi Chilukoti, Hannah Dewhurst, Neve Keeble, Amy Merchant, Emma Wood

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**Minutes**
Document: County-Syndicate-28022018-Minutes
Agreed as an accurate record

**Matters Arising**
All actions complete

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**Staff Changes**
The Principal updated members on the following staff changes within the College:

- Lauren Emery, Senior Advisor
- Sam Cusworth, Assistant Dean
- Charlotte Maddocks, Assistant Dean
- Rob Pedder, College Advisor
- Laura Shergold, College Advisor

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**College Advisory Team (CAT)**

*See Appendix 1, slides 4-8*

Lauren Emery, Senior Advisor, presented a brief one year review of the College Advisory System. She highlighted how the team operates on a daily basis and approximately how many cases had been dealt with by the CAT, and how many were referred on to the College Wellbeing Officer or the Counselling Service.

Since starting in the role, she has added a comprehensive out of office message to the County Welfare shared mailbox with details of out of hours support options and what to do in more urgent situations. The message also makes it clear when students should expect a response from the Welfare Team.

She added that this year, the CAT have been involved with a number of JCR and SCR events to raise awareness of the Team and provide support in more informal settings.

She updated members on how the University is currently looking at a training package for new and existing College Advisors.
The Principal presented College income and expenditure from the 17/18 financial year and highlighted how the College had spent more on running events throughout the academic year to support student transition beyond Welcome Week.

She updated members on the College 1000 fundraising campaign run by the Alumni Office, and announced that the College had agreed to spend its donations on:

- a student prize for outstanding contribution to the College
- an education, opportunities & engagement fund for students where finances are a barrier to fully engaging in opportunities outside their studies.

The Principal reported the headlines from Senate and highlighted the following:

- Gender Pay Gap – on average 27.7%
- Gender Pay Gap task group
- Athena Swan – silver application unsuccessful, bronze award extended by 1 year
- Wellbeing Thematic Review
- Health Innovation Campus
- Library; three floor extension
- Great Hall refurbishment postponed to July 2020
- 2020-2021: LUMS – 2 new lecture theatres and new 400-seat lecture theatre, near County South
- University campus at Leipzig, Germany
- NSS 2018: 88% overall satisfaction (range: 70%-94%); 10th position
- Applications for 2019 entry: increase in overall (UG) and EU & Overseas; decrease in UK applicants
- Open Days 2019: 29th June, 13th July, 7th Sept, 14th Sept (County College open)

The Principal reported on a number of events, opportunities and initiatives that were introduced in 17/18 to enhance the student experience. She also reminded members of the events and opportunities on offer for staff.

Amy Merchant, JCR President, reported on the following current and planned JCR events, improvements, campaigns and fundraising activity:

- Re-branding of ‘welfare drop-in’ to ‘Take Care Tuesdays’ in a more informal setting (County Common Room) with themed weeks (e.g. budgeting, mental health etc), free drinks and snacks
• Increased collaboration with other colleges and societies e.g. film night with Bowland, quizzes with LGBTQ+ and Mental Health Societies
• Using Instagram to improve communications and engagement in College activity. Instagram polls are proving particularly popular.
• Sunday Quiz in County Bar every fortnight
• SCR Cooking Demos have been supported by the uploading of photos and recipes to social media
• The Student Union have commended the County JCR Exec on their offering of events and opportunities
• Overall, this year's JCR are trying to find ways to be more transparent and to really listen to the needs of current students

**COA/2019/09**  The County College 50th Anniversary

See Appendix 1, slide 28

Ali Moorhouse, County College Manager, updated members on plans for the Alumni 50th Anniversary reunion taking place 5-6th July 2019. She added that the College Executive Committee will discuss how to raise awareness of County's 50 year anniversary among current students and staff including the possibility of an event to mark the celebration.

**COA/2019/10**  College Principalship

Dr Ashley Jones announced that Dr Karen Grant's first 3-year term of office as Principal of The County College finishes at the end of August. He added that Dr Grant has indicated that she would like to continue in post for a further term. Dr Jones therefore asked Syndicate members to either:

a) Endorse a further term of office for Dr Karen Grant, or
b) Request the Provost to start a process to find a new Principal to start in post from 1st September 2019

Syndicate members were asked to raise their hands if they wished to endorse a further term of office for Dr Karen Grant. The meeting unanimously voted in support of Dr Grant's continuation in the role for a further 3-year term of office.

**ACTION:** Dr Ashley Jones to communicate Syndicate's endorsement of a further term of office for Dr Karen Grant to Mandy Chetwynd, Provost for Colleges and Student Experience.

**COA/2019/11**  Date of Next Meeting

Feb/March 2020