LANCASTER UNIVERSITY

The County College Syndicate

A meeting of The County College Syndicate took place on 28 February 2018 at which the following persons were present:

**Senior Members**
Jacqui Brian, Morgan Gadd, Mathew Gillings, Karen Grant (Chair), Louise Inman, Molly King, Chris MacLeod, Ali Moorhouse (Sec), Gruff Morris, Jessica Phoenix, Stuart Powers, Jacklyn Taylor

**Junior Members**
Aly Abolmakarem, Amal Aved, Sruthi Chilukoti, Denver Lalonde, George Nuttall, Cal Stewart

COA/2018/01 **Minutes**
Document: County-Syndicate-21022017-Minutes
Agreed as an accurate record

COA/2018/02 **Matters Arising**
All actions complete

COA/2018/03 **Dr Steve Dempster**
The Principal reported the sad passing of Dr Steve Dempster in March 2017. Steve was actively involved in college life; first as a college tutor, then as college Dean for 10 years and finally as the Vice Principal. To commemorate, the College has re-named one of its yearly awards to the 'Dr Steve Dempster Prize' which recognises outstanding contribution to the work of the College. To honour his fondness of County Bar, the College also commissioned an engraved plaque for one of the bar stools.

COA/2018/04 **Staff Changes**
The Principal updated members on the following staff changes within the College:

- Rachel Fligelstone, Vice Principal
- Molly King, Assistant Dean
- Jess Phoenix, Assistant Dean
- Jacklyn Taylor, Assistant Dean
- Catherine Winterburn, College Advisor
- Vicki Powell, College Advisor

COA/2018/05 **College Advisory Team (CAT)**

See Appendix 1, slides 4-8

In the absence of Ruth Harries, Senior Advisor, the Principal 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. She added that the Team’s approach last year introduced supporting groups of College Reps so that Reps had a named person in the College to which they could report any
issues. Going forward, the Team are looking at ways to be more proactive and help to improve retention. They are currently exploring ways to engage with students more around attendance including the best means to communicate with those living on and off campus.

**COA/2018/06 Financial Report 16/17**  
*See Appendix 1, slides 9-10*

The Principal presented College income and expenditure from the 16/17 financial year and asked the JCR Exec present to think about how they would like this information disseminated to the wider student population and to feedback at the next College Executive meeting.

**ACTION:** JCR Exec to consider how best to disseminate College financial report 16/17 to County students and to feed back at next College Executive Meeting.

**COA/2018/07 Senate Update**  
*See Appendix 1, slides 11-12*

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

- Higher Education and Research Act; Office for Students
- Teaching Excellence Framework (TEF) Gold
- University of the Year (The Times & Sunday Times)
- NSS 2017
- Applications for 2018
- UA92, Trafford: degrees in business, media and sport from Sept 2019
- New Non-Academic Disciplinary Regulations
- New Bullying, Harassment and Sexual Misconduct Policy
- Review of processes – University Dean to be replaced by panel; interim arrangements
- Proposed increase in student numbers to 15,000 by 2020
- New Colleges
- Open Days – 30th June, 14th July, 1st Sept, 15th Sept

**COA/2018/08 Student Experience**  
*See Appendix 1, slides 13-15*

The Principal reported on a number of events, opportunities and initiatives that were introduced in 16/17 to enhance the student experience.

**COA/2018/09 Senior Members – Events & Activities**  
*See Appendix, slide 16*

The Principal reiterated the regular social offerings for Senior Members from the College and informed of future events and activities. She added that The County College would be celebrating its 50th Anniversary in 2019.

**COA/2018/10 Date of Next Meeting**

Lent Term, 2019 (date to be confirmed)