Minutes of Meeting

UNIVERSITY OF BATH

Meeting:	**Academic Assembly Accountability and Transparency Working Group**
Date and Time:	**Monday 18th March 2019, 13.15-15.05**
Venue:	**1W 3.103**

Chair:	Robert Kelsh
Present:	Sabina Gheduzzi (SG) Hartmut Logemann (HL) Elke Pawlowski (EP) Theo Papadopoulos (TP)
Apologies:	None
Secretary:	Sarah White (SW)

1.	**OPENING**	**ACTION**
	None	
2.	**MINUTES OF PREVIOUS MEETING**	
	These were agreed with no amendments	
3.	**MATTERS ARISING**	
	As discussed below. Accountability of University Executive Board - no action from us	
4	**HEAD OF GOVERNANCE**	
	Email sent to Acting VC re interim Head of Governance (13 March). Acting VC has indicated verbally that he will respond. Dr Wharton's Linked-in profile describes the role, which seems very extensive. We are concerned at the apparent breadth of the remit. Also, in our view, it would be better to have a group rather than an individual for this role. We will take this up further with the Acting VC. Email to Acting VC re permanent Head of Governance (13 March)	
5.	**COURT MEMBERS TO JOIN EXTERNAL STAKEHOLDER ENGAGEMENT REVIEW**	
	Emails re timing of recruitment to Stakeholder Engagement Review (to JW and RF [8 March]; from Geof Wood to Mark Humpriss [response to Geof Wood 14 March saying would forward to RF & Angela Pater]) No answer as yet	
6.	**RELATIONS WITH CHAIR OF ACADEMIC ASSEMBLY**	
	Chair of AA has raised concerns about how we are relating to her and suggested meeting RK. RK to meet her 19 March.	**RK**
7.	**COUNCIL EFFECTIVENESS STEERING GROUP (CESG)**	
	RK emailed Ruth Foreman asking for a meeting (following up on email by SW 26/2) and noting some concerns with the CESG process (8 March, no response by 18 March) RK emailed RF and Jane White suggesting issues for discussion by CESG (8 March). JW responded 8/3 suggesting we meet with her but look for an opportunity for other SG members to join. 13/3 JW suggested we meet CESG for 30 minutes on 17 April – none of us could do this and we responded asking for alternative dates and for longer.	

	RK to post to AAA&T wiki his colour coding of the CESG Recommendations Tracking grid to show what has been acted upon and where there might be concerns or need for clarification. We will all annotate this and discuss at our next meeting.	
8.	**OUR COMMUNICATIONS**	
	Chair of AA has accepted that we should circulate our minutes directly. This we will now do. We will ask the Chair of AA to put a report from the working group as a standing item on the AA meeting agenda. We will send out our minutes up to now, with a brief introduction to the group, subject to the guidance from the web-team (TP and SW to meet with web-team 19/3).	**TP/SW**
9.	**REFLECTIONS ON ACCOUNTABILITY, TRANSPARENCY AND GOVERNANCE: NORMS, INSTITUTIONS AND PRACTICES FOR A DEMOCRATIC UNIVERSITY**	**TP**
	In addition to taking up specific points as we have been doing, we need to open a broader conversation about different models of structure and forms of participation, transparency and accountability within them. It is helpful to distinguish formal (what is to be governed) and operational (how you go about it) aspects of governance. The practice of governance is what is done – proclamations are not so important. The CESG grid doesn't clearly differentiate between these which makes it difficult to understand. Initial ideas to take this forward: • In focus groups for Halpin Review it was suggested that simple representation of governance structures should be drawn up so people can understand easily. This would help to generate alternatives. • Suggest to Chair of AA that a talk on governance should be part of induction for new staff.	
10.	**ANY OTHER BUSINESS**	
	There have been no Minutes of Council posted on the website for one year, despite the fact that three meetings have taken place since then. The Halpin review stated that Council minutes should be written more fully.	
11.	**DATE OF NEXT MEETING**	
	TBC	