

Novus Divisional Board

Minutes of the meeting held on Tuesday 6 October 2015 at 8:30am in Room OP117.

Present: Peter Cox (MD Novus), Barry Lynch, Kate Macdonald, Sue Murphy

In Attendance: Rob Cressey (Group Finance Director), Jennifer Foote (Company Secretary), Barbara McDonough (Director of Justice Services), Mark Oldfield (Director of Justice Development)

No declarations of interest were received. Peter Cox welcomed everyone to the inaugural meeting of the Novus Board.

Part A

<p>01/15</p>	<p>Election of Chair</p> <p>RESOLVED that Sue Murphy be elected as Chair of the Novus Board for 2015/16.</p> <p>The Board received a copy of the Terms of Reference of the Board for information.</p>
<p>02/15</p>	<p>Staff and Student Engagement</p> <p>The Board received the report of the Company Secretary on the duty to engage with staff and students under Standing Order 58. This duty was required to be discharged in a manner which was appropriate for the division and which obtained an effective impact. For completeness, the preferences for membership of Divisional Boards as expressed by staff and student governors at the Board of Governors' meeting on 15 September was included in the report. The Board considered the context of applying this duty in the justice sector. It was confirmed that Student Councils and Learner Forums were already in existence but that further work needed to be undertaken to ensure that staff and student engagement could take place via the Novus website. A QDP for students was undertaken and the analysis of this quarterly survey would be submitted to the Novus Board.</p> <p>It was agreed that, due to the large numbers of staff and students in Novus, engagement as much as possible, with each cohort by region and institution should allow for maximum impact. With this in mind it was agreed that it would be inappropriate to have the staff and student voice resting in a sole individual. The MD, Novus agreed to look into the feasibility of holding Board meetings in institutions and including staff and student engagement at that institution on the same day. Alternatively visits could be tailored to address appropriate issues as they arose with the relevant staff or learner body.</p> <p>It was agreed that the current Academic staff governor could be asked to assist in the piece of work on staff engagement.</p>

	<p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. A further report be presented to a future meeting of the Board on potential methods and practices for staff and student engagement; 2. The possibility of meeting at alternative locations be explored; 3. The Chair and MD, Novus to contact Kenneth Clarke for his input on staff engagement rather than sitting as a member of the Novus Board; 4. A slide to describe the current structure of the staff and student engagement process be submitted to the next meeting.
	<p>Signed</p> <p>..... Chair</p> <p>..... Date</p>

RESOLVED that, as the items to be considered are deemed commercially sensitive the Board move to Part B.