

**CITY OF WOLVERHAMPTON COLLEGE**

**Minutes of a Meeting of the Board of Governors held on  
Monday 23 March 2020 at 5pm  
Conducted via Microsoft Teams**

**PRESENT**

Mr Mark Taylor (Chair)  
Ms Emma Bull  
Ms Sally Slater (Staff)

Ms Alison Shannon  
Mr Mal Cowgill

**IN ATTENDANCE**

Mr Peter Merry – Vice Principal Business Success  
Mr I Browne – Vice Principal Student Success  
Mrs Elizabeth Ball – Clerk to the Board of Governors

**36/20 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST (ITEM 1)**

Apologies for absence were received from Mrs Amanda Newbold, Mr Mike Hastings, Mr Trevor Dutton, Dr Isabel Gillis, Mr Clarence Crosdale, Mr Yankho Songwe and Mr Ian Fegan.

**37/20 MEETING PROCESS**

Governors noted that in view of the current circumstances the meeting of the Board of Governors was taking place via Microsoft Teams and that only those items requiring approval would be considered.

**38/20 MINUTES**

The minutes of the meeting of the Board of Governors held on 24 February 2020 were approved as a correct record.

**39/20 TUITION FEES (ITEM 7 (b))**

Governors noted the updated Fees Policy for 2020/21 and the key changes that had been made.

**It was resolved that the updated fee policy for the 2020/21 year be approved, allowing for any updates that arise due to revised funding rules.**

**40/20 HE SELF-EVALUATION (ITEM 8 (a))**

Governors noted the report from the Clerk to the Board of Governors and the outcome of the evaluation against the Ongoing Conditions of Registration and the Public Interest Governance Principles.

**It was resolved that the outcome of the evaluation against the Ongoing Conditions of Registration and the Public Interest Governance Principles be submitted to the Office for Students together with a copy of the Board of Governors self-assessment report which was considered in October 2019.**

**41/20 REVIEW OF GOVERNANCE ARRANGEMENTS (ITEM 8 (b))**

Governors noted the proposal to amend clause 14 of the Instrument of Government in relation to the use of written resolutions.

It was agreed that Instrument 14 (5) should be amended to read:

‘A resolution in writing agreed by such number of Governors as required if it had been proposed at a meeting of the Corporation or of a Committee of the Corporation shall be as effectual as if it had been passed at a meeting duly convened, provided that a copy of the proposed resolution has been sent to every governor entitled to attend and vote on the matter seven clear days in advance of the date at which the resolution shall lapse if not passed.

The resolution may consist of several instruments in the like form each agreed by one or more members.’

Governors also agreed that no other persons were likely to be affected by the proposed change and that consultation was not required.

**It was resolved that the amendment to Instrument 14(5) be approved.**

**42/20 COLLEGE UPDATE**

The Principal reported that the College is following the current Government guidance in relation to the Coronavirus outbreak and had remained open to support vulnerable students.

It was noted however that only a small number of students had been in attendance during the day and the situation will be kept under review.

The Principal also reported that he had spoken to the ESFA and to Barclays Bank who had both been supportive.

The Clerk indicated that as she was unable to travel into the College arrangements should be made in relation to the College seal in case this needed to be used whilst restrictions were in place.

It was agreed that if the College was to close, Helen Reynolds should be authorised to take the College seal home with her and to affix the seal to relevant documentation following approval by the Board of Governors.

**43/20 CONFIDENTIALITY**

**It was resolved that the Confidential and Limited Circulation minutes of the meeting held on 24 February should remain confidential and not be made available for public inspection.**

**44/20 DATE AND TIME OF NEXT MEETING**

To be agreed.