



Board of Governors

Minutes

Date of meeting: 3rd May 2022

Duration of meeting: 02:30 pm to 03:30 pm

Location: MRH Board Room

Agenda:

No	Items
01	Minutes of the previous meeting
02	Matters Arising
03	Value for Money Approval
04	Periodic Review of Buckinghamshire New University
05	EV Remote Visits and AMR
06	Performance Appraisals
07	Report on Racial and Sexual Harassment Policy
08	

Attendance:

Names	Occupation/ Directorate	Category of membership
Mr. Asim Aslam	Local Businessman	Chairperson
Mr. Thomas Chan	Deputy Lieutenant of Greater London	Member
Mr Noman Iqbal	Local Businessman	Member
Amna Imran	Ex-Teacher	Secretary
Bilal Sheikh	Principal	Member
Sayeda Zain	Dean of Studies	Member
Elena Ciobanu	Student Representative	Member

Apologies:

Names	Occupation/ Directorate	Category of membership
None		

Minutes of the previous meeting:

The minutes of the previous meeting were approved.

Matters Arising:

The Dean of Studies reported that the Graduation Ceremony went well; 183 students attended the ceremony. The following guests and speakers were invited:

Mr. Sam Terry (Member of the Parliament)

Councillor Roy Emmett (Mayor of Redbridge)

Mr. Thomas Chan (Deputy Lieutenant of Greater London)

Lady Sidra Naeem (Deputy Lieutenant for the County of Essex)

Awards were also given to students based on academic excellence. One award was also given to a student ambassador.

The teaching staff was also awarded on the basis of Outstanding Teaching Performance.

The event was well attended by students, their family members, and staff.

The Principal reported that Financial Return was signed on 7th April 2022, and Financial Statements were signed on 24th March 2022.

He also reported that the admission department is working hard to improve student recruitment.

Value for Money Approval

The Principal reported that The Value for Money statement was discussed remotely by the board members and was signed by the Chair on 27th April 2022.

Periodic Review of Buckinghamshire New University

The Dean of Studies reported that the Periodic Review of Buckinghamshire New University arranged on 11th May went well. From the university side following members attended the event:

- Head of Human and Social Sciences (Chair of the Panel)
- Senior Partnership Officer
- External Reviewer
- Internal Reviewer
- Head of Quality & Standards
- Head of Partnerships
- Bucks Student Union Representative

From Mont Rose College, the Dean of Studies, Programme Managers Marketing, and Programme Managers Hospitality attended the meeting. Later the university panel also had a meeting with the students and teaching staff. Everything went well according to the plan.

EV Remote Visits and AMR

The Dean of Studies mentioned that the AMR by Pearson would be on 9th May 2022.

The EV for DET completed the remote visit on 22nd April 2022, and the certification was released.

The EV Hospitality remote visit is on 23rd June 2022

The EV Health & Social Care is on the 6th and 7th of June 2022

Action: Feedback on EV visits by the Dean of Studies in the next meeting

Performance Appraisals

The Dean of Studies reported that all staff appraisals are to be completed by 31st May 2022.

The Chair has to complete the Principal's appraisal also by that deadline.

Action: Feedback on staff appraisals by Dean of Studies

Report on Racial and Sexual Harassment Policy

The Principal distributed the report on the Racial and Sexual Harassment Policy. He explained that no cases were reported concerning Racial and Sexual Harassment. The policy is clearly communicated across the organization; the HR department conducts workshops and communicates through emails and meetings. The information is also disseminated through student and staff inductions. The implementation process is working fine, and no change is required.

Date of the next meeting:

There was no other business for discussion. Therefore the meeting ended, and the next meeting is scheduled for 28th July 2022.

Person Responsible	Actions
Dean of Studies	Feedback on staff appraisals by Dean of Studies
Dean of Studies	Feedback on EV visits by the Dean of Studies in the next meeting