University of Bristol

Annual General Meeting of Convocation

Minutes

Saturday 11 July 2015, 11.15 am to 12.30 pm

Reception Room, Wills Memorial Building

The President of Convocation, The Rt. Hon. the Baroness Hale of Richmond DBE PC (Hon LLD 2002) presided over the meeting. Also in attendance was Mr Bill Ray (BSc 1975), the Chairman of Convocation, and Ms Tracey Beck, the Clerk to Convocation.

The AGM was attended by 85 members of Convocation and was quorate.

Mr Faik Abdul Aziz FIEE (BSc 1957); Mr Roy Barlow (BSc 1962); Mrs Gillian Barlow (BA 1964); Mr Alan Beal-Forbes (LLB 1961); Ms Tracey Beck, Clerk to Convocation; Mr Michael Bednall (BSc 1965); Dr Anthony Bethell (BSc 1960); Dr Anthony Bigwood (BSc 1961PhD 1965); Mr John Binsted (BA 1954); Mr Sumit Biswas (BSc 1984); Mrs Lilian Brown (BA 1951, Certificate in Education 1952, Honorary MA 2005); Mrs Chryselle Brown (BA 2005); Mr Denis Burn (BSc 1975); Mr Christopher Burns (BSc 1977); Dr Jennifer Burston (MB ChB 1962); Professor Nishan Canagarajah; Mr David Clarke (BA 1965); Dr Anthony Codd (MB ChB 1958, MD 1972); Dr John Cook (BSc 1959); Dr Martin Crossley Evans MBE, JP (BA 1978, PhD 1990); Dr Helen Donoghue (BSc 1967, PhD 1971); Mr David Ewart (BSc 1977); Mr Anthony Franks (BA 1959); Professor Tim Gallagher; Mr Robin Gambles (LLB 1970); Ms Robin Geller, Registrar; Ms Sarah Gilbert (BA 1980, Diploma 2000, MSc 2002); Dr Stuart Goldsmith (BA 1966, Honorary LLD 2007); Mrs Julie Goldstein (BSc 1978); Mrs Catharine Gunnery (BDS 1970); Mr Charles Gunter (BSc 2006, Certificate in Education 2007, MSc 2009); Mr John Hemken (BA 1956); Mrs Judith Iredale (BSc 1954, Certificate in Education 1955); Dr Peter Iredale DSC, (BSc 1952, PhD 1956); Dr Bernardo Ivo-Cruz (PhD 2007); Mr David Jackson (LLB 1974); Mrs Susan Jackson (LLB 1975, LLM 2007); Mr Trevor Jaggar (BSc Hons 1946, Certificate in Education 1952); Mrs Margaret Jaggar (BSc 1955); Mr Michael Jeans MBE (BA 1964); Mr Christopher Jenkins (LLB 1960); Mrs Janet Kirk (BSc 1968, Certificate in Education 1970); Mr Philip Lake (BSc 1978); Mr Norman Lindeman (BSc 1955); Ms Stephanie Macdonald (MA 2003); Dr John Manley (BSc 1978PhD 1982); Mr Adrian Mezzetti (LLB 1965); Mr Andrew Miller (LLB 1970); Mrs Mary Mountain (BSc (Hons) 1957); Mr Graham Mullan; Mr Owen Peachey (BSc 2008); Professor Veronica Pearson (MSc 1971, Certificate 1975); Mr Brian Phillips (BSc
1965); Dr Sylvia Phillips (BSc 1966, PhD 1997); Dr Verity Pitts (BSc 1999, PhD 2003); Dr Robert Rawlinson-Smith (BEng 1986); Mr Ian Ray (BSc 1975); Mr Christopher Row (BA 1968); Ms Patricia Rudling (BA 1979); Professor Jonathan Sandy; Mr Timothy Scaife (BSc 1976); Mr Alastair Scott (BSc 1965); Mr Colin Sewell-Rutter (BSc 1970); Dr Michael Sheard (MB ChB 1957); Dr Vincent Smith MBE, (PhD 1969); Mr Dennis Stinchcombe MBE, (Honorary MA 2010); Mr Michael Symons (BA 1953); Professor Sir Eric Thomas (Honorary LLD 2004); Dr Jane Thompson DL (PhD 1995); Dr Stephen Trudgill (BSc 1968,PhD 1971); Mr Roger Tucker (BA 1968, Certificate in Education 1969, BA 1973); Mr Patrick Walesby (BA 1981); Mr Keith Walton (BSc 1972); Mrs Julia Wathen (BSc 1972); Dr Jillian White D.Mus (Honorary D.Mus 2003); Mr Ian Whiteman (BA 1964); The Rev Canon Andrew Willie (BA 1965); Mr Richard Willis FRSA, (BSc 1974, Certificate in Education 1975); Mrs Helen Willoughby (BA 1951,Testamur 1952, Honorary MA 1999); Alison Wilson (BA 1966); Mrs Linda Wilson (LLB 1982); Mrs Lynne Worthington (BA 1965); Mr Robin Worthington (BSc 1965);Mr Lakkana Yalagala (BEng 1997).

Item 1: Apologies for absence

Apologies had been received from: Leon Smith (BA 2005); Dr Edward Beech (BSc 2012); Mike Robb (BSc 2007)

Item 2: Minutes of the meeting held on Saturday 5 July 2014

The Minutes were adopted as a true and correct record. There were no matters arising.

Item 3: Report from the Vice-Chancellor

The Vice-Chancellor Professor Sir Eric Thomas (Honorary LLD 2004) noted that this would be his last AGM as Vice-Chancellor and spoke about the University’s progress over the last year, including the appointment of his successor Professor Hugh Brady, who will take up the role in September 2015. The Centenary campaign came to a close, raising £103m. 6.2% of alumni donated to the Campaign, which is far ahead of any other UK university outside of Oxford and Cambridge, and he believes this indicates how positively alumni regard the University.

A very successful Research Exercise Framework resulted in the University being ranked in terms of research intensity in the top five in the UK, and Bristol is still the most popular full service university in regard to applications per place, in a very challenging and competitive world. Bristol also does well in the global league tables, appearing in the top 100 in all leagues.

The largest ever financial surplus was generated in 2014-2015, which is extremely important for capital investment. Our capital investment programme has had a transformational impact on the University, however our challenge in going forward is to sustain the high levels of investment necessary to stay competitive.
The University does not do as well we should in the National Student Survey however. Satisfaction rates are between 84-87% comparative to around 92-94% for other universities. A number of factors influence this such as structural issues which are difficult to address – for example, city centre universities tend not to do as well as those with a campus; and those with vocational courses such as medicine and veterinary science generally tend not to do as well in satisfaction scores throughout the country. The Vice-Chancellor assured the AGM that this important area is being addressed; the University is listening to the needs of students through a range of feedback mechanisms, and improving the student experience in areas that they can identify.

The Vice-Chancellor reflected that 15 years ago Stuart Goldsmith (BA 1966, Honorary LLD 2007) was the Chair of Convocation when the AGM was held in Clifton Hill House, and alumni had made some sharp remarks about the University. Over the years he was very pleased that members of Convocation have become increasingly warm to the institution, particularly under the leadership of the Chancellor. The Vice-Chancellor thanked Convocation for all of the support given to him during his 15 year tenure, and he asked for their continued support in telling everyone how proud they are and what a good place Bristol is now. He would appreciate them giving Professor Hugh Brady the same support given to him, and advised that he would be watching on with great pride from a distance.

The Vice-Chancellor's report was received with gratitude with a rousing, sustained round of applause.

**Item 4: Report from the Chairman of Convocation and lay member of Council appointed by Convocation**

The Chairman of Convocation Mr Bill Ray (BSc 1975) noted that it was with pleasure and sadness that he was giving his sixth and final report as Chair of Convocation and the Alumni Association.

He noted that the Convocation and the Alumni Association contributed to building an engaged and supportive alumni community and that engagement is multifaceted. Over 3000 alumni attended 80 events in the last year, a record number, with much of this through branches and local networks. A LinkedIn alumni group well managed by Development and Alumni Relations now has 19,000 members, a 17% increase over last year and amongst the largest in the sector.

Sustainability is key to success within volunteering, and in regard to the Convocation election every post is oversubscribed with candidates. One of the reasons for this is an open and transparent nomination and voting process which was fully supported by the Chancellor.

Mr Ray thanked Alastair Scott (BSc 1965), Jane Thompson DL (PhD 1995), Alison Wilson (BA 1966), Sylvia Wilson (BVSc 1980) and Jo Woods (BA 2014) for their contributions to the Convocation and Alumni Association Committee as their terms are ending, noting however that some may be standing for election and may of course be re-elected.
He also thanked Pip Willoughby (BA 1951, Testamur 1952, Honorary MA 1999), who had been a previous Deputy Chair of the Committee, who received her testamur in 1953 and has been a Convocation Representative on Court for more than 30 years – a sustained round of applause followed for Pip.

As the lay member of Council appointed by Convocation, Mr Ray advised that Council will change its name to the Board of Trustees from January 2016, and that the new Vice-Chancellor had increased the number of Pro Vice-Chancellors from three to five.

Bristol has been and remains a very popular university with applications for places being oversubscribed. We exceeded home undergraduates and overseas postgraduate taught targets. Overseas undergraduate and home postgraduate targets are slightly below expectations, so there will be an increased focus on overseas undergraduates remaining a strong presence. The overseas cohort contributes well in excess of £50m annually.

The report from the Chairman of Convocation and lay member of Council appointed by Convocation was received with gratitude. See Item 4, Chairman’s Report, for further information.

The Chair of Council Denis Burn (BSc 1975) was invited to address the AGM about the Council Effectiveness Review, and he said he values consultation on the changes which have been going on within Council.

Quite a lot of change has occurred and is still in train at the level of Council. The report by an independent consultant on the Council Effectiveness Review indicated that governance was sound within the University of Bristol. A number of recommendations were made however; a significant one being to do with the size of Council which is currently 32. Most other similar institutions have a board of around 20 or lower. The recommendation to reduce numbers to 20 has been accepted by Council. This number enables a board of trustees to be more responsive to the challenges created by the significant changes in the sector which have and will occur in the next few years.

One change affects the Convocation and Alumni Association, as Convocation was one of three organisations that had the right to nominate someone to serve on Council, the others being Bristol City Council and the Merchant Venturers.

Council has decided to continue to have a Convocation member but the other two positions have been brought to a close. Council has looked at the best process of nomination for a person from Convocation on to Council and have come up with a change of process as outlined in the paper. This is the same process as introduced for academic and professional services staff, and for students. This brings up the challenge of how the nominations committee itself should be formed to make that choice. There are a number of options outlined in the paper, but no decision will be made precipitously as there is another three years before a member of Convocation will need to be selected.
Mr Burn would like to understand the views of Convocation and he invited views either through the Convocation structure or directly to him. The Chancellor asked by what date responses would be required either collectively or individually, and the Chair of Council requested these be received by the end of October 2015. The Chancellor asked for questions from the floor.

Lillian Brown (BA 1951, Certificate in Education 1952, Honorary MA 2005) asked about student representation on Council, and the Chair of Council advised that student representation would continue, but move from three to two, which in percentage terms of the whole of the committee is an increase. Vincent Smith (PhD 1969) asked about the second campus mentioned by Bill Ray, and the Vice-Chancellor responded that this idea is really only scenario planning at this stage.

Stuart Goldsmith (BA 1966, Honorary LLD 2007), asked about the timing of the proposed changes to governance, as he hoped that the consultation period before decisions are made would extend past the meeting of Court on 27 November. The Chair of Council responded saying that the nominations committee and the appointment of members to Council is one on which Court is entitled to have a view on.

**Item 5: Report from the Acting Director of Campaigns and Alumni Relations**

The Acting Director of Campaigns and Relations, Ms Tracey Beck, spoke about the successes in fund raising and alumni relations over the last year, much of which is due to the involvement of alumni volunteers, Bristol academics, donors and the Development and Alumni Relations team. She noted that the University is currently recruiting a new Director who it is hoped will be in post in early 2016, and that the department has a new name, Development and Alumni Relations (DAR).

Ms Beck noted that fundraising efforts are continuing following closure of the Centenary Campaign, and that the Professor Sir Eric Thomas Student Support Fund has now reached £523k.

She advised that every member of the Convocation and Alumni Association can support their University as ambassadors, by attending local alumni events, sending in archive materials, updating their business details with DAR, and joining the Bristol Alumni Linkedin group. See Item 5, Acting Director’s Report for further information.

**Item 6: Report from the Treasurer of Convocation**

The Treasurer, Mr David Clarke (BA 1965) presented and explained the accounts for the year 2014/15. Mr Clarke outlined the income streams, an annual grant of £7k from the University and income from the capital in the Zutshi-Smith Fund. The meeting was asked if there were any questions for the Treasurer; there were none. The meeting accepted the accounts.
Item 7: Elections and appointments

The Chancellor informed the meeting that it was not possible to announce the result of the elections at the AGM, but can report on the elections taking place. Members of Convocation take part in an open and transparent voting system, where they can vote in person and by distance voting on-line without having to be present at the AGM. The results of all elections will be published in the week commencing 13 July.

a. Election of the Chair of Convocation for the period 2015-18

The Chancellor outlined the agreed Nominations Committee process which has taken place for the first time. Three high quality nominations were received, and following interviews the Nominations Committee unanimously selected a preferred candidate. The Chancellor introduced the new Chair Mrs Julie Goldstein (BSc 1978).

b. Election of four members of the Convocation Committee for the period 2015-18

The Chancellor asked the meeting to look at the details of the 11 candidates standing for election for the four posts:

A. Mr John Edward Barnbrook (BSc 1974, PGCE 1975)  
B. Mrs Chryselle Annamarie Brown (BA 2005)  
C. Mr Gerard Ian Fox (BSc 1986)  
D. Mrs Jan Phillips (née Birtwell) (LLB 1983)  
E. Mr Alastair Francis Douglas Scott (BSc 1965)  
F. Adam Malcolm Steiner (BA 1993)  
G. Jane Lesley Thompson DL (PGCE 1985, PhD 1995)  
H. Julia Wathen (BSc 1972)  
I. Alison Wilson (née Gomm) (BA 1966)  
J. Mrs Sylvia Ann Wilson (née Welding) (BVSc 1980)  
K. Dr Christopher Alan Wright (BSc 1968, PhD 1972)

c. Election of 25 Convocation representatives on Court for the period 2014-2018

The Chancellor asked the meeting to look at the details of the 37 candidates for the 25 vacancies, and advised that one candidate Eleanor Williams (DD) has withdrawn from the process:

A. Miss Rosanna Barry (BSc 2012)  
B. Mr Cavus Batki (BSc 2002)  
C. Mr Alex Bradbrook (BSc 2014)  
D. Dr Uwe Manfred Brandenburg (PhD 2013)  
E. Mr Karamvir Singh Chadha (BA 2014)  
F. Mr Christopher Chant (BSc 2006)  
G. Mr Paul Charlton (BA 2012)  
H. Dr Helen Dorothy Donoghue (BSc 1968, PhD 1971)  
I. Mr David Neill Ewart (BSc 1977)  
J. Mr Gerard Ian Fox (BSc 1986)  
K. Mr Andrew Franks (MEng 2010)
L. Mr Jonathan Stuart Butler Frere MBE (BA 1974, MA 2014)
M. Dr Bernardo Ivo-Cruz (PhD 2007)
N. Mr Michael Jeans MBE (BA 1964)
O. Mr Jean-Christophe Jouanneault (MSc 2007)
P. Mr Greg Judge (BSc 2011)
Q. Mrs Deborah Jacqueline Knight (née Bostock) (BA 1971)
R. Mr Alan John Leaman OBE (BSc 1980)
S. Mrs Janet Elizabeth Mitchell (née Barker) (BSc 1982)
T. Mr Benjamin Sean Mosley (BA 2008, MSc 2009)
U. Mr Clive David Owen (BSc 1975, PGCE 1977)
V. Dr Hazel Phillips (née Mottram) (BSc 1995, PhD 1999)
W. Mr Jonathan Phillips (BSc 1994)
X. Ms Laura Sharples (LLB 2012)
Y. Dr Vincent Jervis Smith MBE (PhD 1969)
Z. Mr Adam Malcolm Steiner (BA 1993)
AA. Mr Dennis Roy Stinchcombe MBE (Hon MA 2010)
BB. Mrs Julia Wathen (née Richardson) (BSc 1972)
CC. Dr Jill White (Hon DMus 2003)
DD. Ms Eleanor Williams (BSc 2013)
EE. Mrs Helen Maureen (Pip) Willoughby (née Hepsall) (BA 1951, Testamur 1952, Hon MA 1999)
FF. Mrs Linda Jane Wilson (LLB 1982)
GG. Dr Stuart Kevin Paterson Wilson (BSc 1979)
HH. Mrs Sylvia Ann Wilson (née Welding) (BVSc 1980)
II. Miss Nicole Hau Yin Wong (MA 2014)
JJ. Mr Graeme Alex Wright (BA 1973)
KK. Mr Lakkana Rajiv Peiris Yalagala (BEng 1997)

**d. Election of lay member of Council appointed by Convocation for the period 2015-2018**

The Chancellor asked the meeting to look at the details of the 12 candidates for the one vacancy:

A. Mrs Jacqueline Burrows (English Literature 2009)
B. Mr Geoff Crockter (MA 2010)
C. Mrs Bridget de León (née Ashley-Miller) (BA 1979)
D. Mrs Julie Goldstein (née Lee) (BSc 1978)
E. Major Heloise Goodley (BSc 2001)
F. Mr Michael Jeans (BA 1964)
G. Mr Tony Lynch (BSc 1987)
H. Mr Alastair Matchett (BSc 1991, MSc 1993)
I. Miss Clemmie Reynolds (BA 2009)
J. Professor Stanley Desmond Smith OBE, FRS (BSc 1952, DSc 1966)
K. Mr Matthew Jackson Stringer (BA 1989)
L. Mr Hanif Virji (BSc 1985)

**e. Appointment of an Independent Assessor of Convocation’s Accounts 2015-16**

Mr David Eastham Ratcliffe FCA (BA 1965) was appointed as independent assessor of Convocation’s accounts for the year 2015-2016.
Item 8: Chancellor's Business

1. The Chancellor announced formally to Convocation her intention to step down as Chancellor of the University at the end of 2016, when she will have been in post for 13 years. The Chancellor will become Treasurer of her Inn of Court, Grays Inn, and it will not be possible to carry out both roles due to time demands. The Chancellor advised that she will still be in post for the AGM in 2016.

2. The Chancellor thanked the retiring Chair of Convocation, noting that he had in every respect been a towering figure. She advised that she associates Bill with the B’s, as he is both business like and a man of bonhomie. She thanked him for presiding over Convocation for the last 6 years and gave him a present from the University in recognition of his marvellous service. Loud and sustained applause followed.

Item 9: AOB

Lillian Brown (BA 1951, Certificate in Education 1952, Honorary MA 2005) asked if abbreviations could be explained in the papers with a glossary of terms to aid in understanding the content in future papers, and this was agreed.

The Chancellor thanked all for attending and the meeting concluded at 12.15pm.

Signed as an accurate record of the meeting

[Signature]

The Right Honourable the Baroness Hale of Richmond
President of Convocation

Dated 9 July 2016
Papers for the following items were referred to during the AGM and are published at www.bristol.ac.uk/alumni/convocation/agm. They are also available by request from Development and Alumni Relations.

Item 2 Minutes of the meeting held on Saturday 5 July 2014

Item 4 Report from the Chairman of Convocation and Convocation Representative on Council including the Convocation Member of Council: Consultation Document

Item 5 Report from the Acting Director of Development and Alumni Relations

Item 6 Report from the Treasurer of Convocation

Item 7 Elections and appointments