



BISHOP
GROSSETESTE
UNIVERSITY

TEF

Gold

Candidate Pack

LINCOLN

BGU Campus is situated in the heart of historic uphill Lincoln, just a short distance from the magnificent Cathedral, impressive Castle and picturesque Bailgate area. Modern day Lincoln derives its name from Lindum Colonia, the title given to the city when the Romans settled here over two thousand years ago.

Lincoln is one of the world's great historic cities. It is a thriving cultural hotspot that mixes old and new, historic and contemporary, traditional and cutting edge. With cobbled streets, cosy tea rooms and a majestic Cathedral, it retains the charm of a smaller city, alongside a busy high street and dynamic waterfront.

Lincoln is a friendly, safe and student centred city. The attractive combination of a vibrant city centre, which is only a short walk from the campus, with a range of historic sites across the city, provides a broad range of cultural activities and venues for both residents and visitors.



RATED GOLD

*Highest possible rating in the first ever
Teaching Excellence Framework*

97% GRADUATE EMPLOYABILITY

*Over 97% of our students are in work or further study within 6 months of graduating.
Destinations of Leavers from Higher Education survey, 2016/2017*

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WELCOME

We are delighted that you are interested in a role with the University's governing body, University Council, here at Bishop Grosseteste University (BGU).

This is an exciting time for the institution. The unique and positive experience we offer our students is well recognised and evidenced through our key achievements. We are nearing the end of our current five-year strategy. This strategy marked the beginning of a new phase in the development of the University as a leader in learning, inspiring excellence, and in enriching the lives of our students, staff, and the communities we serve. Building on our successes, we are now able to move confidently into the next phase of our development, which will provide the framework and context for the University beyond 2019.



We trust the following document provides a helpful insight into the life of the University, and the role University Council and its subcommittees play. If you are interested in joining University Council or a subcommittee, or if you have any questions about the work of University Council, we would love to hear from you.

Warmest Regards

Bob Walder
Chair of University Council

ABOUT US

Our Vision and Commitment

We are committed to:

- being a leader in learning;
- inspiring excellence; and
- enriching the lives of our students and staff and the community we serve.

Our Mission

We aim to excel at:

- teaching, learning and research;
- enabling students to achieve the highest possible standard in their chosen field of study;
- producing life-enriching opportunities;
- recognising aspiration and achievements and providing opportunities for self-development; and
- thereby, fostering an ethos in which individuals are valued and diversity is celebrated.

We will develop productive partnerships to extend and deepen our external contribution regionally, nationally and internationally.

Our Values

We are an inclusive community, fostering an ethos of mutual respect, trust and care and an ethical approach to all activity and policy-making.

We recognise the place of faith within the human experience and provide for its practice, nurture and exploration.

We believe in education, learning and the facilitation of personal development, placing a high value on the academic quality of the courses we offer.

We make a positive impact on the societies in which we live and work, including supporting sustainable development and fair trade.

OUR HERITAGE 1862 - 2019

A commitment to first-class education has always been at our heart. BGU was founded in 1862 as a Church of England teacher training college for women. We took the name of Bishop Grosseteste College in 1962 to mark our centenary. The name was chosen in honour of Robert Grosseteste, the thirteenth century scientist, philosopher, educator, and former Bishop of Lincoln. In the summer of 2006, we became Bishop Grosseteste University College Lincoln after a successful application for taught degree awarding powers. Finally, in 2012 we gained full university title.

Since 2012, we have undergone a period of significant development and growth - expanding and developing our academic portfolio, progressing towards research degree awarding powers, renovating and modernising our campus and developing partnerships locally, nationally and internationally. This expansion has been achieved whilst retaining our heritage as a cohesive community where staff and students alike are valued as individuals and respect others.



BISHOP GROSSETESTE UNIVERSITY TODAY

We were recently rated Gold in the first ever Teaching Excellence Framework (TEF) assessment, which took place in 2017. The TEF panel judged that we deliver consistently outstanding teaching, learning and outcomes for our students. We consistently achieve high ratings for student satisfaction in the National Student Survey, supporting our students throughout their studies, from application to graduation. Our new Centre for Enhancement in Learning and Teaching (CELT) opened in 2016. In 2017, we completed a major redevelopment and extension of our gateway building, Constance Stewart Hall; the iconic building is now home to modern teaching and events spaces.

Recently, BGU was awarded over £2.6 million of European funding to deliver two major projects - The Lincolnshire Open Research and Innovation Centre (LORIC), and BGU Business Inspiration projects, which will run until spring 2019 and spring 2020 respectively. Both projects reflect the University's strategy to increase its support for the development of businesses, communities and the economy of Greater Lincolnshire.

The University currently has around 2300 students, spread across 3 academic schools, studying at undergraduate and postgraduate levels. PhD Research supervision is also offered at BGU with degrees awarded by the University of Leicester.





OUR FUTURE STRATEGY

Over the next five years, we will continue to develop through:

- strengthening our academic portfolio and enhancing its attractiveness to prospective students;
- continuing to develop learning, teaching and student engagement;
- transforming BGU to a 'research informed' university;
- preparing students for life and employment in a global society and ensuring our staff seek to engage in research and scholarship of international significance;
- further developing stakeholder engagement; and
- enhancing our data capability.

ROLE DESCRIPTION FOR MEMBERS OF THE UNIVERSITY COUNCIL AND SUBCOMMITTEES

1. MEMBERSHIP

- a) University Council and subcommittee members are expected to play an appropriate part in ensuring that the necessary business of the University Council is carried out efficiently, effectively, and in a manner that is fitting for the conduct of public business. They are expected to make rational and constructive contributions to debate, and to make their knowledge and expertise available to the University Council as opportunity arises.
- b) Council and subcommittee members have a responsibility for ensuring the University Council acts in accordance with the Institution's governing documents, rules and regulations, and requirements of external bodies such as the Office for Students and the Committee of University Chairs. Advice from the Clerk to University Council should be sought in any case of uncertainty.
- c) University Council members are required to accept collective responsibility for the decisions reached by the University Council.
- d) University Council members elected, nominated or appointed by particular constituencies may not act as if delegated by the group they represent, and may not be bound in any way by mandates given to them by others.
- e) Only University Council members are registered as members of the governing body with the Office for Students, and as trustees with the Charity Commission.



2. STANDARDS

- a) Council members have a responsibility for ensuring the University Council conducts itself in accordance with The Seven Principles of Public Life, embracing selflessness, integrity, objectivity, accountability, openness, honesty and leadership. They must at all times regulate their personal conduct as members of the University Council in accordance with these standards.
- b) Council and subcommittee members must make a full and timely disclosure of personal interests to the University Governance Office in accordance with the procedures approved by the University Council. They must as soon as practicable disclose any interest which they have in any matter under discussion and accept the ruling of the Chair in relation to the management of that situation, in order that the integrity of the business of the University Council and its committees may be and may be seen to be maintained.
- c) Since the University is a Charity, Council and subcommittee members have a responsibility for ensuring:
 - the University exercises efficient and effective use of its resources for the furtherance of its charitable purposes;
 - that the University maintains its long-term financial viability and safeguards its assets; and
 - that proper mechanisms exist to ensure financial control and for the prevention of fraud.

3. THE BUSINESS OF THE UNIVERSITY

- a) University Council members have a responsibility for ensuring the University Council exercises control over the strategic direction of the University, through an effective planning process, and that the performance of the University is adequately assessed against the objectives which the University Council has approved.
- b) Council and subcommittee members should endeavour to establish constructive and supportive but challenging working relationships with the University employees with whom they come into contact. They should provide suitable challenge in the role of a ‘critical friend’, but must recognise the proper separation between governance and executive management, and avoid involvement in the day-to-day executive management of the University.
- c) Council members will normally be appointed by the University Council to at least one committee of the University Council, and are expected to play a full part in the business of all committees to which they are appointed. The University Council’s committees are:

• University Council	23 members
• Audit	No fewer than 4 Council members
• Finance, Employment & General Purposes	No fewer than 5 Council members
• Governance and Nominations	6 Council members
• Remuneration	No fewer than 4 Council members
• Selection	No fewer than 4 Council members

There are normally the following meetings each year:

• University Council	4 meetings
• Audit	4 meetings
• Finance, Employment & General Purposes	3 meetings
• Governance and Nominations	3 meetings
• Remuneration	1-3 meetings
• Selection	As required

There are other corporate events which Council and subcommittee members are encouraged to attend, such as graduation and matriculation ceremonies.

4. THE EXTERNAL ROLE

- a) Council and subcommittee members may be asked to represent the University Council and the University externally, and will be fully briefed by the University to enable them to carry out this role effectively.
- b) Council and subcommittee members may be asked to use personal influence and networking skills on behalf of the University (the 'door-opening' role).
- c) Council and subcommittee members may be asked to play a role in liaising between key stakeholders and the University, or in fund-raising. They will be fully briefed by the University to enable them to carry out this role effectively. However, this role in particular must be exercised in a carefully co-ordinated fashion with other senior officers and staff of the University.

5. PERSONAL

- a) Council and subcommittee members will have a strong personal commitment to Higher Education and the values, aims and objectives of the University.
- b) Council and subcommittee members will at all times act fairly and impartially in the interests of the University as a whole, using independent judgement and maintaining confidentiality as appropriate.

TERMS OF APPOINTMENT

GENERAL

Applications, alongside feedback from interviews, will be received by the University Governance Office, they may then be considered by the University Governance and Nomination Committee, and University Council. All University Council and subcommittee appointments must be confirmed by University Council. The formal start date of appointments will be confirmed in liaison with the Chair of Council and University Governance Office.

TIME COMMITMENT

The likely overall time commitment required of University Council members is around 12-15 days per year, including attendance at 4 University Council meetings, 3-4 sub-committee meetings (per committee), the annual training day, and the annual strategy away day. Additional Council and subcommittee meetings may be scheduled in exceptional circumstances. Members should expect to spend time before each meeting reviewing the paperwork provided.

Members are encouraged to attend Graduation and Matriculation ceremonies, the Christmas Carol Service, and other University events set out in the University events calendar.



DURATION

Members are appointed for a term of 4 years, a further 4 year term may be approved by Council. Members may not have more than 2 consecutive terms. With the exception of the Chair of Council, who may serve two consecutive terms of 3 years.

DEVELOPMENT AND TRAINING

Members should attend any induction activities arranged by the University. They should also participate in appropriate training events such as those organised by the Leadership Foundation, which will be drawn to their attention by the University Governance Office. Relevant training is normally funded by the University. Members should feed back after such events to other relevant University Council/committee members as appropriate.

The Chair of University Council meets with members individually on an annual basis to discuss their work with BGU in the preceding academic year.

REMUNERATION AND EXPENSES

Lay University Council and subcommittee roles are not paid. Reasonable expenses will be reimbursed in accordance with BGU expenses policy for meetings and training, which include travel expenses and subsistence where required.

PENSIONS

This appointment is non-pensionable.

LOCATION

The majority of meetings take place on campus on Longdales Road in Lincoln. The strategy away day and training may take place off site.

DIVERSITY

The University is committed to the principle of public appointments on merit, and to providing equal opportunities for all. To ensure University Council and its subcommittees represent the students we serve, we positively welcome applicants from all walks of life.

EQUAL OPPORTUNITIES

BGU promotes equal opportunity policies whereby no one suffers unfair discrimination either directly or indirectly, or harassment, on grounds such as race, colour, ethnic or national origin, sex, gender identity, marital status, disability, sexual orientation, religious beliefs or age.

REGISTRATION OF INTERESTS

Applicants should note the requirement to declare any conflict of interest in their application and that may arise in the course of their work as members of University Council, and/or (a) subcommittee(s). Applicants must declare any relevant business interest, positions of authority or other connections with organisations relevant to the business of the University.

MEMBERS' DETAILS IN THE PUBLIC REALM

University Council members' details will be registered with the Charity Commission and the sector regulator – the Office for Students. These bodies will keep a record of members' relevant personal details; they may collate this data with information they hold on other trusteeships or directorships members hold. They will publish the names of Council members. Subject to agreement, the University publishes members' biographies on its website. It must publish their names. Members' involvement in University meetings will be recorded in published minutes and annual accounts. Members' involvement in University activities may be included in publicity, subject to consent.

MEETING ATTENDANCE

Any member who has been absent from meetings of the University Council or its subcommittees for a period of longer than twelve months, except for a reason approved by the University Council, shall cease to be a member of the University Council and/subcommittee(s) as applicable. Any member who is judged by the University Council to be unable or unfit to discharge the functions of a member shall cease to be a member of the University Council or its subcommittees.

CLERICAL SUPPORT

Clerical support to the University Council and subcommittees is provided through the Governance Office. Council and subcommittee members will have access to a secure University Council and subcommittee members' website/document repository site and will have a University email address. Members are expected to attend all meetings of the University Council and of committee(s) of which they are a member (as applicable), or give timely apologies if absence is unavoidable.

FIND OUT MORE

If you would like to arrange an informal discussion about the role, or if you have any questions, please contact **governance@bishopg.ac.uk**

Our normal response time is up to two working days.