

**University of Suffolk
Board of Directors Meeting**

**1.00pm, Wednesday 30 October 2024
W310, Waterfront Building**

AGENDA

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|----|---|-----------------------------|
| 1. | Apologies | Formal
Business |
| 2. | Declarations of Interests | Formal
Business |
| 3. | A. Minutes of the Board meeting held on 2 July and 30 September 2024 (IA) | Approval |
| | B. Matters arising (IA) | Discussion &
Approval |
| 4. | Presentation | |
| | A. Update on Marketing, Communications and International Strategy – John Cavani, Director of Marketing, Communications and International (<i>Presentation</i>) | Information &
Discussion |
| | B. Update on Coastal and Rural Oral Health Project (JH) <i>Verbal</i> | Information &
Discussion |
| 5. | Standing items | |
| | A. Vice-Chancellor’s Update (JH) <i>Paper attached</i> | Information &
Discussion |
| | B. Students’ Union Update (KP/LW) <i>Paper attached</i> | Information &
Discussion |
| | C. Student Recruitment and Financial Update (JKi) <i>Paper attached</i> | Information &
Discussion |
| 6. | Governance | |
| | A. Chair’s Update Report (IA) <i>Paper attached</i> | Information &
Discussion |
| | B. Students’ Union and University of Suffolk Memorandum of Understanding (RW) <i>Paper attached</i> | Discussion &
Approval |
| | C. Governance Review Proposal (FF/AS) <i>Papers attached</i> | Discussion &
Approval |
| | D. Schedule of Delegation (FF) <i>Paper attached</i> | Discussion &
Approval |

E.	Board and Sub-Committee Terms of Reference (FF) <i>Paper attached</i>	Approval
F.	Schedule of Business (FF) <i>Paper attached</i>	Information & Discussion
G.	Procurement Policy (JKi) <i>Paper attached</i>	Approval
7.	Proposals	
A.	Sustainability Task Group (LH/JKr) <i>Paper attached</i>	Discussion & Approval
B.	University Naming of Buildings, Rooms, Facilities and Spaces Policy (IA/FF) <i>Paper attached</i>	Discussion & Approval
C.	Student Hub (RW) <i>Paper attached</i>	Discussion & Approval
8.	Annual/Monthly Reports/Updates	
A.	Prevent Duty Compliance: 2023-24 Annual Data Return and Safeguarding Report (FF) <i>Paper attached</i>	Discussion & Approval
B.	OfS B3 Student Outcomes Data (MD) <i>Paper attached</i>	Information & Discussion
C.	NSS Outcomes Report (MD) <i>Paper attached</i>	Information & Discussion
9.	* Papers for Information	
A.	Internal Audit Annual Report (FF) <i>Paper attached</i>	Information
B.	Nominations Committee Minutes (18 July and 25 September 2024) (IA) <i>Paper attached</i>	Information
C.	Audit and Risk Committee Minutes (8 October 2024) (JKr) <i>Paper attached</i>	Information
D.	Senate Minutes (12 June 2024) (MD) <i>Paper attached</i>	Information
E.	Executive Committee Minutes (2 and 24 September and 15 October 2024) (JH) <i>Paper attached</i>	Information
F.	OfS Reportable Events Register (FF) <i>Paper attached</i> <i>(not for publishing)</i>	Information
G.	Company Seal Register (JKi) <i>Paper attached</i>	Information
H.	Mandatory Training Register (FF) Paper attached	Information
I.	Directors Register of Attendance (FF) <i>Paper attached</i>	Information
10.	Any Other Business	
11.	Dates of Next Meetings	

Wednesday 27 November 2024 – 9.00 – Board/Senate Workshop
Wednesday 27 November 2024 – 13.00
Thursday 13 February 2025 – 13.00
Tuesday 8 April 2025 – 13.00
Tuesday 1 July 2025 – 13.00
Tuesday 28 October 2025 – 13.00
Tuesday 25 November 2025 – 13.00

* Papers for information are for report only and will not be discussed at the meeting. If you would like to open an agenda item for discussion, please contact the Chair or Secretary at least 48 hours prior to the meeting.