

OPEN UNIVERSITY STUDENTS ASSOCIATION**Central Executive Committee (CEC)**

19 – 21 October 2018

BOARD OF TRUSTEES REPORT

The C E C is asked to:-

- i) **receive** this regular report from the Board of Trustees

1. There is a Constitutional requirement for the Board of Trustees (BoT) to provide a report to the CEC at least four times per year. This report is intended to provide the following:
 - a) a formal opportunity for CEC members to raise any questions arising from the minutes or other matters relating to the role of the Trustees, and
 - b) the opportunity for Trustees to raise any specific items with the CEC or report on progression of any non-routine matters.
2. The BoT held its last face-to-face meeting on 22 July 2018. The meeting minutes can be found [here](#). This was the last BoT meeting of the 2016-18 term and the incoming BoT members observed the meeting.
3. Vice President Administration and the Chief Executive presented an early draft of the Articles of Association. It was confirmed that an updated version of the Articles, containing all of the changes made to the Constitution following the outcome of Conference, would be presented to the CEC at the October meeting, passed to the University for comments and passed to the legal advisors for their comments before a final set is presented to the Board of Trustees for approval in the Autumn. The final set would then be presented to the University's Council in March 2019 for final ratification.
4. The updated bank mandate was approved to incorporate the new Board and the departure of the Head of Resources, Sally Kitchingman. Trustees also approved affiliation to Charity Comms, the network for communication professionals working in charities, on a 1 year trial. Trustees also approved affiliation to the Association of Chairs.
5. The Chief Executive gave his regular update. He offered his resignation as the Association's Returning Officer. Trustees supported the proposal to investigate recruiting an external Returning officer for the February 2019 by-election

window. The Head of Student Support has stepped in as Deputy Returning Officer for the current By-Elections.

6. Trustees discussed the proposal to recruit an external Chair of the BoT following Conference approving the motion to remove the duty on the President and allowing the BoT to appoint a Chair while the President serves as Deputy Chair. It was agreed that the new term of Trustees should make this decision therefore discussions continued on the forum and in subsequent discussions. Progress cannot be made on this until the revised Constitution has secured the ratification of the University's Council.
7. A Trustee raised concern about the new Constitution not being ratified by University Council until March 2019. Subsequent discussions with the University have resulted in the revised Constitution being able to go before Council in November 2018.
8. Trustees inputted into and ultimately approved the budget for 2018-19.
9. Since the beginning of the new term, Trustees have appointed from among their members Claire Wallace to take up the Trustee place on the Appointments Committee and Caroline Cowan to take up the Student Trustee place on the Remuneration Committee.
10. Trustees attended Charity Trustee Training ran by the NCVO in London on Friday 14 September as part of their induction.
11. Staffing Matters: Adam Goldberg joined the Operations Team on 1 August as Operations Assistant. Following the departure of Philippa Costello as Representation Officer in the Student Voice Team, Allan Musinguzi was successfully appointed and started 24 September 2018. Recruitment for the new role in the Senior Management Team of Deputy Chief Executive (Finance & Resources) took place during the summer although due to a low number of applicants applying, it was agreed that the recruitment period should be extended. Interviews for this position are due to take place on Friday 12 October, subject to the outcome of the application window and short-listing process. Taz Gardner continues to cover the role of Head of Resources in the meantime.
12. Nicci Simpson resigned from her post on the BoT. This Student Trustee place is currently subject to the By-election. A further By-election will take place in February 2019 for the position created by the revised Constitution, assuming it is ratified by Council.
13. The next scheduled face-to-face meeting of the Board will be held on 11 October 2018. The meeting was required prior to the CEC meeting this time due to the deadline for approving the 2017-18 accounts which must then be presented to the University's Finance Committee and Council

Rob Avann
Secretary to the Board of Trustees