**CICM Council Meeting 10 May 2022 18:00 until 19:00**

**MEETING MINUTES**

**Chair:** Luke Wilcox

**Minutes:** Ruth Wood

**Present:** Peter Mole, Jonathan Pledger, Susannah Fone, Judith Elliott, Lindy Cox, Ralph Manly, Roberta Stewart, Karen Starr

**Apologies:** Deborah Amlot, Paula Martin, Maddy Carey, Sara Lacey

# Minutes of Last Meeting

Accepted as an accurate record of the meeting.

# Matters arising from the last Minutes

None

# College Report JPL

SFO has resigned as Academic Director. We interviewed 4 candidates last week and a further 3 interviews will be held this Thursday. LWI asked if we will have a candidate in place for a handover by SFO (end of June); JPL is hopeful. SFO said she has some flexibility to allow a handover.

LWI would like to be kept advised of the recruitment progress. LWI expressed the Council’s immense thanks to Susannah for her excellent work in a very difficult period.

The complaint case was found for us, the case cost us £13 000. The student could still take the case to court. However, LWI explained that this type of case is very difficult to win and if the student lost the case they would probably have to pay our fees.

JPL is concerned the student may want to come back as a UCO student. The acceptance was 7 years ago but LWI advised that if we decline the, it would be best for it to be signed off by the Council with legal advice.

RMA asked that we check the Kingston regulations. SFO said that for UCO these are being reviewed at the moment and LWI agreed we should put a time clause in for returning to study.

**Action:** Time clause to be investigated and added to our offers **MC**

The curriculum review is progressing. We have one Programme Leader to meet, Gwenan Evans. Programme leaders have been open, creative and really helpful.

LWI asked what the governing theme is. JPL explained we look at what students needs to work in the clinic and work back from there. For example, the muscular skeletal content needs to be more coordinated and emphasised and may require a separate module.

RMA asked about the balance of online and in College teaching. JPL, we have 2 stages content and then how much content we put online, it is an ongoing process.

# Strategy

The current focus is on the curriculum review and the Office for Students (Ofs) return. SFO explained we have also been streamlining the assessments to reduce student workload; as we were over assessing.

KST, we are looking at revenue streams for the College as the projected profit for 2024/5 looks small. A one year nutrition course has been proposed and possibly looking at developing this into a degree. JPL is also investigating our obtaining degree awarding powers, so that we validate our own degree. It is a large investment up front but would stop ongoing fees (£600 per student) and would give us control. We could also validate other degrees (ICOM, Northern College BABB are talking to European Colleges), which could bring in revenue. JPL estimates it would take a year, additional staff resource and then QAA registration fees. LWI asked if the Council could have an update on the MCs thinking next time.

**Action**: Update on additional revenue streams for next meeting  **MC**

# Finance

The return for the Ofs requires Council sign-off.

LWI asked about renting rooms:-

KST, we are looking at making better use of our space when students are not using them. Opening up to other disciplines (Wed, Thurs, Friday) or using as conference rooms. LWI was pleased to hear this, he explained we own the freehold of the building and therefore have the flexibility to use largely as we wish.

LWI asked if the Ofs report was on a conservative basis, rather than optimistic. JPL confirmed that this was the approach.

LCO asked the status of current student recruitment. 22.1 was 25, rather than 37 in the pandemic years. We are predicted less than 25 for October 2022 at the moment, we currently have 7 signed up.

RWO confirmed The Chair has seen and was happy with the report – all Council Members voted for sign-off.

# College Policies

No further comments

# Health and Safety

No comments

# Student Consultative Committee

PMO, the meeting was fairly uncontroversial

LWI asked are we satisfied that we have the correct access for students to the correct article databases. PMO has spoken to the librarian and no further issues.

What is the external Qigong course that we are signing up for?

**Action:** PMO to advise LWI who the external Qigong provider is **PMO**

# AOB

# RST expressed concern about the heating costs for the College, are we taking any review of our expenditure? JPL, there isn’t much that we can do, our energy consumption is based on students being in. A while ago we did look at automatic light systems but they are very expensive to install. RST asked can we have a policy of reducing it, are we continuing to have the windows open?

# KST liked the idea of having a goal. The heating is the main issue. LCO suggested having a policy and asking the students to get behind it. Good to be seen to have an Eco Policy. LWI asked for it to be flagged to the MC/EC to have a think about it. Lindy make the class reps responsible, ask the students, they may have some good ideas.

**Action:** Discuss an Eco policy with targets **MC**

# JPL, from Monday masks are no longer required in practical classes.

**Dates of next meeting:**

Tuesday 13 September 6pm

PMO gave his apologies