Agenda

1. Welcome and general update  
   Paul Layzell

2. Campus operations and student return home  
   David Ashton

3. Education update  
   James Knowles

4. Financial update  
   Mary White

5. Brexit staffing implications  
   Helen Ellis-Jones

6. Questions and discussion  
   Paul Layzell
Welcome and general update

Professor Paul Layzell, Principal
Creating the life chances for a new generation of graduates

Start of term
• Significant preparation and challenging delivery

Planning ahead
• Successful delivery of the remainder of the academic year, including increasing student engagement
• Safe return home and restart in January

Recruitment of summer 2021

Planning a return to (new) normal
3-Year Strategic Plan

Developing our academic strengths to align with the:

1. demand for employable graduates + research based innovation
2. opportunities and needs of our location West of a World city
3. requirements and opportunities of the Digital revolution

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Principle Investigators Supporting Large Bids Partnering
Successful growth

- Creative industries, Business and management, Social work, Law enforcement
- Applications buoyant: Creative Writing +35%, Digital Marketing +333%, Management +125%, Terrorism and Counterterrorism +110%

Operating at capacity, so plans to grow

- Additional space
- Reorganisation of student support and site management
- Grow student numbers from 281 to 566 (by 2024) and increase net contribution from £280k (2019) to £3.4m (2024)
Covid-19 Funding Support for research

UKRI intervention to support doctoral students

• Funding extensions (matched by College),
• Grant underspends may be used in exceptional circumstances,
• ‘phase 2’ doctoral extension funding (£178K for Royal Holloway) received. More information on competition for application will be shared in Jan.

Research England funding

• £1m allocated by RE for the maintenance and enhancement of research infrastructure (world class laboratories)
• Allocation decisions based on School plans.
  • Scanning electron microscope (LSE)
  • Luminescence Readers (LSE)
  • Digital and Cyber Technologies (EPMS)
Other political initiatives in Tertiary Education

- Forthcoming white paper on Further Education and a Higher Education discussion paper to follow
- Review of the National Student Survey
- Proposed new metric “Start for Success”
  - Combining progression data and graduate employability
Congratulations to Professor Katherine Brickell and Dr Laurie Parsons, both from the Department of Geography, who have won The Times Higher (THE) Award in the Research Project of the Year: Arts, Humanities & Social Sciences category for their Blood Bricks project.
Campus operations and student return home

Dr David Ashton, Deputy Principal (Operations)
• Asymptomatic testing available on campus from 30 November for staff and students.
• Tests are ‘Lateral Flow Tests’ (LFT), which are distinct from the PCR test (Covid-19 test)
• Delivered in partnership with NHS and the Department for Health and Social Care. Tests are voluntary and free to all students and staff
• Testing programme designed to support students to travel safely during Government ‘student travel window’ 3 to 9 December
• As required by Government, to support student travel window, all teaching moves online only from Wednesday 9 December to end of term. Face-to-face, on campus, teaching and learning support returns for Spring Term. Assessments and extenuating circumstances have been adjusted to take account of travel window / online only
• Testing Centre established in Picture Gallery
Enormous effort to plan, set up and go live

Government has provided testing kits and testing system. College has created booking system, physical infrastructure, recruitment and training of staff, scheduling of testing and communications

Teaching, assessments and extenuating circumstances have all been reworked to accommodate testing

Complete set up established in less than three weeks

Thank you to everyone involved
How testing works

• For best results, two tests are required, three days apart

• For students in Halls on campus we have allocated specific testing and move out days. Travel should be planned within 24 hours of two negative tests

• Positive LFT requires PCR (Covid-19 test). Positive PCR test requires self-isolation. We will support students to do this, and they will still be able to get home for Christmas

• Accuracy is circa 77% for one test, two tests combined this rises to approximately 99%.

• Staff can book test via staff intranet, link included in newsletter issued 1 December
Take up so far

Bookings from:

1339 students
73 staff

(As at 10am 30 November)
Student support and return to campus

- Campus always remains open throughout the Christmas period.
- Programme of activities is being developed to reflect the number of students who will remain on campus this year (which is very slightly up on previous years).
- We will also continue to support students who test positive for Covid-19 over the holidays and have to self-isolate.
- Government is providing guidance on return to campus in January, and we will share this as soon as possible with students.
Education update

Professor James Knowles, Senior Vice-Principal (Education)
Mid-term survey: key responses

- High response rates: LSE (95%), PDA (500+ responses) > ‘overall’ satisfaction = 70/80%
- Quality of material and engagement of lecturer (enthusiasm)
- Liked/wanted more F2F engagement > wider appreciation of on campus
- Appreciation of lecture recordings
- More interactive elements praised (quizzes, videos)
- Technical issue with Teams (in particular), some accessibility issues
- Lecture recordings: slow upload, no slides in advance > flipped model in SBM, IFD
- Group work, practice
- Reading list links not updated, material not online
- Hybrid online/F2F model
- Students report finding workload heavy, lack of focus = ‘rushed’ + ‘more realistic expectations’
Looking ahead, a number of factors need to be addressed

- Face-to-face and online teaching and learning support, return to campus needs to be planned in light of any Government direction for start of new term

- **Operational delivery decisions e.g.** Assessments and examinations; Invigilation; Marking; extension / update of policies as necessary; Engagement Monitoring

- **Build on learning to date:** e.g. Netiquette: revision of elements: January starts: Improvements in physical space/equipment; Learner analytics

- **Ongoing mitigations** e.g. handling ‘catch-up’ materials, postponed elements (e.g. fieldtrips)
Flexible offer / blended model is here to stay. We need to build on what we have learned this year to build improved engagement informed by student feedback and best practice.

Inclusive education delivery to meet needs of west London population. Current student population is (40% BAME with 19% from three London boroughs). Models of teaching, learning, assessment, and support must suit the demographic and align with their aspirations (skills, employability).

Develop new portfolio areas; Redesign current portfolio, establish new qualifications (degree apprenticeships) to meet the needs of current students and attract new students from UK and overseas.

Ongoing efforts to widen access and engaging more with region (west London). Includes through partnerships like Slough (developing) or Feltham (emerging) and developing tertiary partnerships with FE colleges, schools, employers.
Finance update

Mary White, Chief Financial Officer
On the 18 November, Council signed our financial statements for 2019/20

- Underlying performance was sound with £1.8m surplus before pension provision movements and other gains and losses, despite the closure of our student residences in the summer term.

- Net cash inflow from operating activities of £17.6m and final cash balance of £49.3m delivered through the difficult decision to pause capital projects, and other expenditure control measures.

- Partial reversal of the USS provision of £18.7m due to the 2018 valuation creates a large reported surplus, following on from a large reported deficit last year. This annual volatility is set to continue as the 2020 valuation looks challenging.

- Published on our website here: https://www.royalholloway.ac.uk/about-us/more/financial-information/
Council also agreed the final budget for 2020/21:

- The budget delivers a deficit of £15.1m.
- We remain close to one of the conditions on our loan with a small clearance of £1m - we will need to keep within budgets and monitor our expenditure carefully.
- Over-recruitment in home undergraduate students does not offset the loss in income from overseas postgraduate taught students where numbers are 60% down before January starters.
- Capital projects remain paused.
- Focus on good financial management continues to ensure we are in the best position to cope with the challenging, fast changing environment.
Student Residences; accommodation credit

The Government imposed travel window will mean

- students will be required to vacate their hall of residence earlier than planned
- there will be growing pressure to refund accommodation income to students

Executive Board agreed:

- A one-off £150 credit against next term’s accommodation cost for each student with a current campus based hall of residence contract
- Loss of income of approx. £450k
Brexit staffing implications

Helen Ellis-Jones, Director of Human Resources
• Transition period ending on 31 December 2020 and new skilled worker route for EU nationals comes into effect

• Points based system will apply for EU nationals unless were in UK by 31 December 2020

• EU nationals appointed under the points based system will need to apply and pay for a visa and pay the Immigration Health Surcharge. New Immigration Skills Charge for College for some roles.

• 1 January – 30 June, EU nationals who were in the UK by 31 December 2020 can apply for Settled or Pre-settled status

• Existing EU employees who are currently in the UK can continue as now
Brexit. Actions to Prepare

• See EU Hub pages on staff intranet. Includes links for EU nationals who are eligible to apply for settled or pre-settled status

• Briefing sessions on new rules and recruitment implications are being arranged for managers

• Documentation and system changes necessary to ensure compliance with new regulations.

• New costs to College will be recharged to departments recruiting the staff.

• Visa costs and health surcharge to continue to be met by individuals

• UK students will no longer need to be added to the student worker spreadsheet.

• Additional updates may be provided as additional advice is expected from the govt.
Goodbye to Katie Normington
Questions and Discussion