

AGENDA FOR THE 52nd ANNUAL GENERAL MEETING SOCIETY FOR RESEARCH INTO HIGHER EDUCATION

The Annual General Meeting of the members of the above-named company will be held at the following address: Celtic Manor, Newport, Wales on **Wednesday 6th December 2017 at 20:00** in the Caernarfon Suite. The business of the meeting will be:

Chair's Welcome

1. **To receive the minutes of the 51st Annual General Meeting** held on 8th Dec. 2016
PAPER A Resolution 1
2. **Matters arising**
3. **Reports**
 - a) Chair – Professor Jill Jameson
 - b) Director-Helen Perkins
 - c) Treasurer-David Palfreyman – to receive the audited Financial Statements for the financial year ended 31.07.2017
PAPER B Resolution 2
4. **Auditors**
To re-elect the auditors, Critchleys LLP **Resolution 3**
5. **Auditors' remuneration**
To authorise the remuneration of the auditors (see 'Governance Costs' Note 5 on Financial Statement) **Resolution 4**
6. **Governing Council Trustees/Directors retiring at or before 31 December 2017:**
- Dr David Hay, King's College London
7. **Governing Council Elections: Nominations for 1st Jan 2018 to 31st December 2020:**
For approval
19 nominations were received and authenticated. As the current maximum number of vacancies on the Council is 11, the SRHE Council recommends to the membership that the 11 candidates below are duly elected to serve from 1 January 2018 to 31 December 2020
 - Dr Ibrar Bhatt, Queen's University Belfast
 - Dr Catherine Bovill, University of Edinburgh
 - Professor Rachel Brooks, University of Surrey
 - Dr Didi Griffioen, Amsterdam University of Applied Sciences
 - Dr Helen Carasso, University of Oxford
 - Dr Susan Harris-Huemmert, German University of Administrative Science, Speyer
 - Dr Neil Harrison, University of the West of England
 - Dr Emily Henderson, University of Warwick
 - Professor Helen Higson, Aston University
 - Professor Ian Kinchin, University of Surrey
 - Professor Pauline Esther Kneale, University of Plymouth**Resolution 5**
8. **Any other business**

By order of the SRHE Governing Council:
Date: 19th October 2017

PAPER A

MINUTES OF THE 51st ANNUAL GENERAL MEETING OF THE SOCIETY FOR RESEARCH INTO HIGHER EDUCATION

Held on Thursday 8th December 2016 at 13.30 in the Caernarfon Suite, Celtic Manor, Newport, Wales.

Chair's Welcome

Professor Sir Robert Burgess, President of the Society, welcomed members to the 51st Annual General Meeting of the Society. As the number of members in attendance (30) exceeded required quorum (a minimum of 7 members), the chair asked that the meeting proceed to business.

Professor Burgess was joined on the platform by the Society's Chair, Professor Jill Jameson, the Society's Director Ms Helen Perkins, and the Society's Manager: Operations & Finance, Rob Gresham.

The Society's Honorary Treasurer, Mr David Palfreyman, has tendered his apologies in advance of the meeting, and so the Treasurer's update would be provided in his absence by the Society's Manager: Operations and Finance, Rob Gresham.

1. Minutes of the 50th Annual General Meeting

The Minutes of the meeting held on 10th December 2015 (Paper A) were received. The proposal was put to the meeting that the Minutes be accepted as a true record (Resolution 1). This was proposed by William Locke, and seconded by Helen Carasso.

2. Matters arising

There were no matters arising.

3. Reports**a) Society Chair, Professor Jill Jameson**

The Chair began by explaining that this would normally have been her outgoing meeting as Chair, but that she had agreed to the Governing Council request to remain as Chair for an additional interim period of one year to help the Society whilst a the process of building a broader engagement with Governing Council and members takes place.

b) Director, Ms Helen Perkins

A written report detailing the key activities over 2016 was provided by the Director (Paper B) – below is a brief summary from this report:

- **SRHE Conferences 2015: Converging Concepts in Global Higher Education Research: Local, national and international perspectives.** Peer review, timetabling and delivery. 433 delegates attending and 320 paper presentations.
- **SRHE Research Awards 2016:** 6 research awards of £10,000 each and 3 scoping awards of £5,000 were conferred.
- **SRHE Newer Researchers Awards 2016:** 3 awards of £3,000 each were conferred
- **Policy Reviews in Higher Education:**

The first issue of the journal has been published on schedule in readiness for the formal launch at SRHE Conference 2016.

- **HEQ New Editorial appointments:** Dr Tatiana Fumasoli, University of Oslo joining the current Editor Dr Celia Whitchurch, UCL Institute of Education, as Co-Editor of the journal. Dr Tommaso Agasisti, Politecnico di Milano School of Management, took up the newly-created Associate Editor role which will also incorporate the role of book reviews editor.
- **Studies in Higher Education**
Studies in Higher Education continues to thrive as the Society's flagship journal, receiving over 1,000 submissions per annum and rising and now publishing 12 issues per year, 10 standard issues and 2 special issues.
- **SRHE Book Series**
By the end of 2016 we will have 20 titles published in the series since its relaunch with Routledge in 2011. 2016 has been an especially productive year for the series with six new titles published.
- **SRHE Networks & Professional Development Programme workshops**
Over the 2015-16 academic year, a total of 1,198 participants attended 48 events an average of 25 attendees per event. This is a slight increase on 2014-15 where 1,117 attended 42 SRHE events (average of 27 per event).

Furthermore, the Director advised members that In the interests of good governance the Society Governing Council has decided to introduce new procedures for the appointment of Council members which will enable the Society to take a longer term and more strategic view of the skills, experience, breadth of engagement with the field, and personal qualities necessary to support the Society's role and work.

These new procedures will significantly improve the effectiveness of the Governing Council and build better succession for key roles going forward. Strengthening the Council in this way will also have a direct impact on the Society's capacity to have a strong and influential presence in the higher education sector, nationally and internationally.

The aim is for those new procedures to be finalised and circulated to members in an open call by the 1st of March 2017.

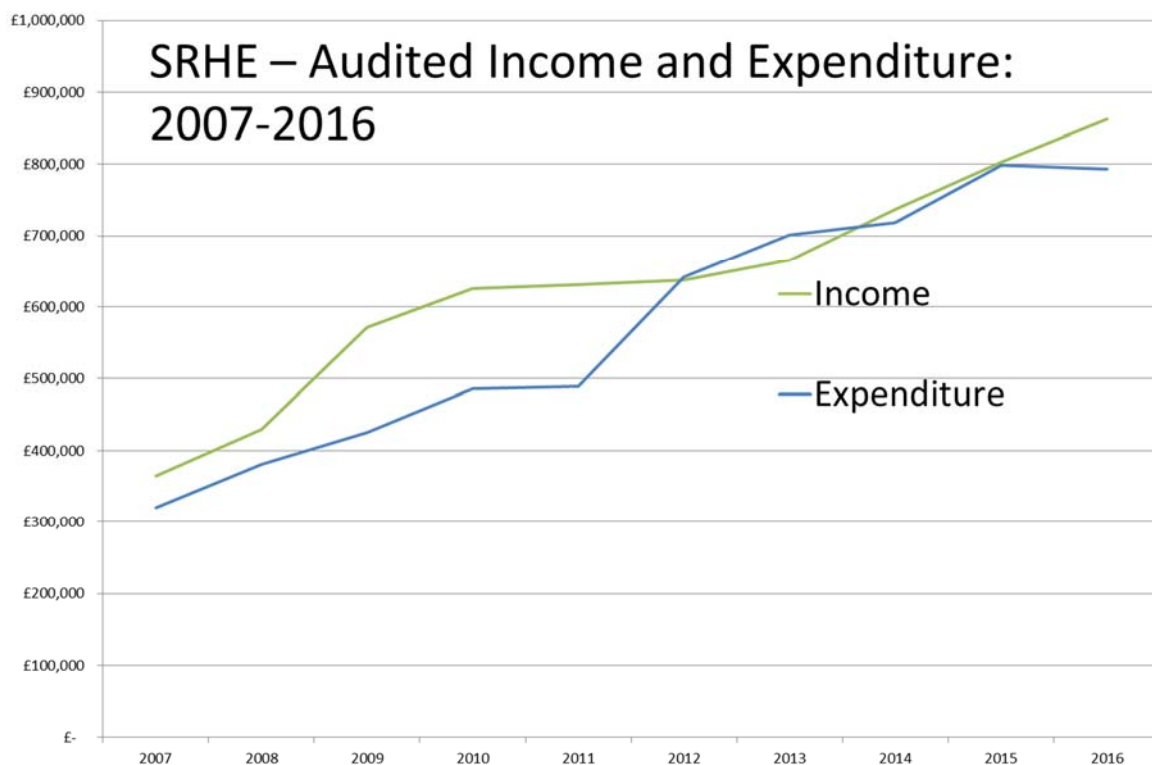
c) Treasurer's update – On behalf of David Palfreyman by Rob Gresham

In the Treasurer's absence, the Manager Operations and Finance provided a brief update on the Society's current finances.

- There is yet again and as ever a 'clean' audit - all thanks to the SRHE team.
- We continue happily to cover expenditure from income, even our investments have not declined post the Brexit vote, being overall up by a third since purchase
- While over the next few years income will remain broadly fixed, expenditure will climb by RPI and by a planned increased spend

- The next big financial event will still be the rent uplift - which the Society can still, within reason, absorb. If higher than expected, there may need to be a review of the pace at which Reserves are dipped into to fund new projects
- The Society has a secure financial medium-term (3-5 years) future and the Trustees continue to fulfil their fiduciary duties - for which they carry personal financial liability in the event of gross recklessness causing a loss to the charity.

A graph detailing the Society's audited income and expenditure over the past 10 years was shared with the meeting – see below



**c) The audited Financial Statement for the financial year ended 31 July 2016
(PAPER C)**

This was received by those present.

Acceptance of the above statement (Resolution 2) was proposed by Camille Kandiko-Howson and seconded by Lynn Shaw.

4. Auditors

The motion was put to the meeting that the auditors be re-elected for a further year. This motion was proposed by Celia Whitchurch and seconded by William Locke. The Society's auditors, Critchleys LLP were duly re-elected to hold office until the conclusion of the next Annual General Meeting at which accounts are laid before Society members.

5. Auditors' remuneration

The Governing Council was authorised by the meeting to set the remuneration of the Auditors. This motion (Resolution 4) was proposed by Lynn Shaw and seconded by Didi Griffioen, and so this payment of £5,500 was thus approved.

6. Governing Council Trustees/Directors retiring at 31 December 2016

The following four members of the Governing Council were recorded as having retired on or before the above date.

Professor Paul Ashwin , Lancaster University
Professor Penny-Jane Burke , University of Newcastle, Australia
Professor Sue Clegg, Leeds Beckett University
Professor Denise Whitelock, Open University

The Society wished to record sincere thanks to all of the above for their contributions over a period of many years.

7. Governing Council Elections 2016

Three nominations have been received and authenticated. As the current number of vacancies on the Council (10) exceeds the number of nominations received (3) the SRHE Governing Council recommended that the three candidates below be duly elected to serve from 1 January 2017 to 31 December 2019.

- Professor Jill Jameson* (*Co-opted to 31.12.17) - University of Greenwich
- Professor Paul Blackmore (*Co-opted to 31.12.17) – King's College, London
- Professor Chris Pole - University of Brighton

This resolution (Resolution 5) was proposed by Richard Race and seconded by Helen Carasso.

8. Any other business

There being no other business the meeting closed at 13:55

Society for Research into Higher Education
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 July 2017

	Note	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
Income and endowments from:					
Donations and legacies	2	13,000	-	13,000	13,000
Charitable activities	3	823,348	-	823,348	833,162
Investment income	4	14,222	109	14,331	16,160
Total income		850,570	109	850,679	862,322
Expenditure on:					
Raising funds	5	1,588	-	1,588	1,905
Charitable activities	6	878,642	-	878,642	800,049
Total		880,230	-	880,230	801,954
Net gains on investments		4,797	-	4,797	15,939
Net (expenditure) / income for the period		(24,863)	109	(24,754)	76,307
Net movement in funds		(24,863)	109	(24,754)	76,307
Reconciliation of Funds					
Funds brought forward at 1 August 2016		825,326	56,914	882,240	805,933
Funds carried forward at 31 July 2017		800,463	57,023	857,486	882,240

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derives from continuing activities.

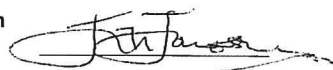
Society for Research into Higher Education
Balance sheet
As at 31 July 2017

Company number:
868820

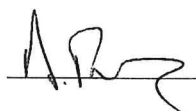
	Notes	2017 £	2017 £	2016 £	2016 £
Fixed assets					
Tangible assets	10		7,586		7,208
Investments	11		430,329		411,678
Current assets					
Debtors	12	58,224		39,652	
Cash at bank and in hand		<u>651,053</u>		<u>696,316</u>	
		709,277		735,968	
Liabilities					
Creditors: Amounts falling due within one year	13	<u>(289,706)</u>		<u>(272,614)</u>	
Net current assets					
			419,571		463,354
Total net assets					
			<u>857,486</u>		<u>882,240</u>
Funds:					
Restricted funds	14		57,023		56,914
Unrestricted funds			800,463		825,326
Total funds					
			<u>857,486</u>		<u>882,240</u>

The financial statements were approved by the trustees and authorised for issue on 19 October 2017 and are signed on their behalf by:

Professor Jill Jameson
 Chair of the Society



Mr David Palfreyman
 Society Treasurer



The notes numbered 1 to 23 form part of these financial statements.