Minute of the College Council held on Wednesday 23 November 2011
held in room 422 Sir Alwyn Williams Building

Present: Professor J Chapman (Convener and Head of College), Professor P Bishop, Professor M Calder, Professor J Cooper, Dr G Curry, Professor M Cusack, Dr G Duckett, Mrs P Duncan, Mrs L Esson, Ms J Fyfe, Mrs T Galabova, Professor R Hill, Professor T Hoey, Dr N Labrosse, Professor M Lee, Dr H Li, Dr L Love, Dr S Neale, Dr A Owen, Professor M Padgett, Professor C Philo, Dr H Senn, Professor J Sventek, Dr R Thomson, Professor D Watt, Professor S Wheeler, Professor S Wimperis.

SECC/2011/1. College Business

Professor Chapman reported on progress within the College since the meeting of Council in May 2011.

SECC/2011/1.1 College Performance against Key Performance Indicators (KPIs)

College performance against KPIs established in August 2010 is moving in the right direction, though growth is not at the expected trajectory. The College will continue to work towards improving existing results and achieving revised targets which will be set by the University in the coming months. Professor Chapman extended his thanks to members of the College for their work over the transition period. The University’s Global 2020 vision which has details of KPIs and University strategic targets can be found at: www.gla.ac.uk/media/media_180610_en.pdf.

SECC/2011/1.2 Finance

The financial situation across the UK and the public sector continues to be challenging. At present the higher education sector appears to have fared somewhat better than most of the public sector, but fragility remains. The Scottish Government recognises that the higher education sector is important to the growth of the Scottish economy and this is reflected in its recent supportive funding announcements.

SECC/2011/1.3 Voluntary severance and early retirement (VSER)

Following the VSER scheme, 42 staff members have left various positions across the College. The saving to the College salary bill is ~£1.6 million; overall last year the University produced a surplus of ~£10 million. The University is considering how to invest this sum in order to strengthen its research position in advance of the REF and to further enhance the student experience at Glasgow.

Ideas under consideration within the College (in no particular order):

- multidisciplinary programme in Sensor Systems (involving all Schools with the College);
- multidisciplinary programme in Synthetic Biology (joint with MVLS);
- attracting and supporting externally funded research fellows;
- proleptic appointments for selected current research fellows;
- additional research studentships;
- additional administrative support for research and knowledge transfer initiatives;
- 20% posts for senior researchers, either external or recently retired;
- one-off infrastructure improvements for areas within the College to both improve the student experience and to increase research.

The approaches outlined above will be debated at a forthcoming strategy and tactic meeting of the College Management Group on 7 December 2011. The aim of that meeting will be to prioritise ideas ahead of the next budget round to maximise impact on the REF and to enable the College to invest wisely.
SECC/2011/1.4 Leadership posts

Four leadership posts have been filled and start dates agreed and four others are under active discussion. Two posts are in the process of being re-advertised.

All four filled leadership post holders have identified strong links for collaborative research beyond their own Schools.

SECC/2011/1.5 Transnational Education: University of Glasgow - Singapore

The success of University of Glasgow Singapore is very encouraging for the College and the University. There are 105 students taking programmes which mirror two delivered in Glasgow: Mechatronics and Mechanical Design Engineering. Two further programmes are under discussion with the expectation of 100 new students starting each year; 200 in steady state. Further opportunities for collaborative research within Singapore and beyond are also being actively pursued. Professor Chapman expressed his thanks to Dr Yun Li, Director of University of Glasgow Singapore, for his work with the Singapore Institute of Technology (SIT).

SECC/2011/1.6 College Investment Fund

The College Investment Fund has been continued following its successful launch last year. The value of the fund will be £300K. Please contact the College Deans: Professors Muffy Calder (research), Jon Cooper (Graduate School), David Fearn (learning & teaching) and Trevor Hoey (internationalisation) with specific proposals. Further information is available at www.gla.ac.uk/colleges/scienceengineering/information/staff/investmentfund/

SECC/2011/1.7 Workload Models

Professor Miles Padgett is a member of the University Working Group and is leading development on a proposed workload model for the College. The current version under discussion can be found at www.gla.ac.uk/media/media_217024_en.pptx

Please email any observations on this model to Gordon Duckett at: Gordon.Duckett@glasgow.ac.uk noting ‘Workload Model’ in the subject line of your e-mail.

The implementation of the model is under discussion and, following recent experiences with new University systems and processes, there will be thorough testing before it becomes operational.

SECC/2011/1.8 College website

The College website is continually updated and includes web links to:

- news and events
  www.gla.ac.uk/colleges/scienceengineering/newsandevents/
- marketing and other publicity resources, including PowerPoint material
  www.gla.ac.uk/colleges/scienceengineering/information/staff/resources/
- College-wide committees, including remits, membership and dates of forthcoming meetings
  www.gla.ac.uk/colleges/scienceengineering/information/staff/committees/
- strategy, including one-page strategies for each School
  www.gla.ac.uk/colleges/scienceengineering/information/staff/strategy/
- recently announced awards and grants
  www.gla.ac.uk/colleges/scienceengineering/newsandevents/grants/
SECC/2011/2. Carbon reduction

Regrettably, Dr Johannes Courtial, the College Green Champion, was unavailable to attend the meeting. However, he provided a paper to Council in which he reported on the University’s Carbon Management Plan (CMP). The University is committed to reducing greenhouse-gas emissions by 20% and increasing sustainability by 2014. The reduction of University carbon emissions is hoped to be achieved through technical improvements with its estate, by improving energy efficiency within buildings, installing energy efficient heating boilers, installation of heat recovery systems, minimising and removing air conditioning, and increasing building insulation.

Current suggestions under discussion in relation to achieving sustainability targets are the expansion of the University’s ‘small ads’ section to allow for the exchange of equipment between staff members, making cycling safer around the University by lobbying Glasgow City Council to improve cycle paths, the proposal to introduce hybrid or electric cars to the University’s transport fleet, and the encouragement of staff to use public transport to commute.

Further information on policy and recent discussions relating to ‘green’ issues can be found at: www.carbontrust.co.uk/policy-legislation

SECC/2011/3. Graduate School

Professor Cooper highlighted the following aspects of his report to Council:

Over the previous months (July to November), much of the activity within the Graduate School had been involved with the implementation of My Campus. Professor Cooper wished to acknowledge and thank the commitment of Graduate School staff, Learning & Teaching Convenors and School and College administrators for their efforts in relation to this.

SECC/2011/3.1 Harmonisation of Graduate School processes

The harmonisation of Graduate School processes is continuing with the development of College-specific Codes of Practice for PGT and PGR, the latter complementing the University-wide PGR Code of Practice. These can be found at: www.gla.ac.uk/colleges/scienceengineering/graduateschool/

SECC/2011/3.2 Industrial Scholarships, College Scholarships and College Mobility Fund

Funding is available for a variety of scholarship opportunities building on successful approaches developed last year by the Graduate School, including:

- **Industrial scholarships.** Approximately 27 industrial scholarships initiated by Schools with funding supported using DTA and other funds. This scheme will continue next year. Professor Cooper extended his thanks to Lynne Brown, Business Development Manager, for her help in administering the scheme.

- **Mobility Fund.** A proportion of the College Investment Fund was deployed successfully to support student mobility last session and will be repeated and expanded in the coming year. The proposed deadline for applications is 26th January 2012; confirmation will be posted on the Graduate School web site.

- **College Scholarships.** The deadline for applications for College Scholarships is 26th January 2012.

- **China Scholarship Scheme.** Schools have been given an allocation to distribute to successful applicants.
**SECC/2011/3.3 Graduate School priorities**

The Graduate School priorities for the coming session are:

- completion rates and drop-out (subject of strategy and tactic meeting in January 2012);
- review of website for improved recruitment;
- data handling and SLP;
- School seminar series.

**SECC/2011/3.4 Postgraduate Research Experience Survey (PRES)**

The Vice-Principal for Research, Professor Steve Beaumont, is collating information on completion rates for the PRES. The information provided will be analysed and used as a first step to inform Schools and provide guidance on intervention and investment within Schools to help improvement the postgraduate experience.

**SECC/2011/4 Internationalisation**

**SECC/2011/4.1 University and College activities and priority partners 2011-12**

Professor Hoey drew attention to the University Internationalisation Strategy at: [www.gla.ac.uk/about/internationalisation/#d.en.72814](http://www.gla.ac.uk/about/internationalisation/#d.en.72814)

The Science and Engineering priority partners list can be accessed on the College Sharepoint site (under Internationalisation). The International Deans will be focusing on priority activities and partners and would be interested in discussing ideas for new activities/partners.

A fund is available to facilitate international visits, for example, by extending a planned international visit by one or two days, with promotional materials also available. Please contact Professor Hoey for further details.

A high profile ‘flagship’ event is being organised in Singapore on 26-27 March 2012. It will involve SIT, recent and past Glasgow alumni, research institutions, industry, and other collaborative colleagues within Singapore.

**SECC/2011/4.2 International Partnership Development Fund**

Further applications will be considered for the International Partnership Development Fund for this session, with applications focussed on educational partnerships (including PGT and PGR), rather than research links. Research can, however, be part of the overall package of planned activities.

**SECC/2011/4.3 Student mobility**

Schools are in the process of reviewing Erasmus links in order to achieve an improved balance of incoming and outgoing student numbers. There is a need to encourage outward mobility. The Recruitment and International Office (RIO) has developed and will be refining the application process for outgoing international exchanges.

A new opportunity for exchange with Brazil is being offered for 2012.

**SECC/2011/4.5 Events**

An internationalisation conference will be held on 20th March 2012. Further information is available at [www.gla.ac.uk/about/internationalisation/internationalisationconference/](http://www.gla.ac.uk/about/internationalisation/internationalisationconference/)
SECC/2011/5. Research

SECC/2011/5.1 Research Excellence Framework (REF)

The REF assessment will take place in 2013 with results impacting on long-term University funding. Professor Calder highlighted the importance of the production of four publications of the highest quality by eligible staff. A paper entitled Preparing for the REF has been circulated to all staff eligible for inclusion in the REF. Please contact Ms Jacqui Brannan, Jacqui.Brannan@glasgow.ac.uk, if you did not receive a copy.

SECC/2011/5.2 Mini-REF feedback

Feedback from the mini-REF has been distributed via School Research Conveners and will have informed Performance & Development Review. Please contact your School Research Convener if you have any queries.

SECC/2011/5.2 Research Councils

Developing proactive links with Research Councils is strongly encouraged.

SECC/2011/5.3 College investment fund – research

The research fund will run again this year. Applicants must have developed a clear plan for seeking external funding before applying. Professor Calder highlighted some excellent interdisciplinary work developed throughout the College on the basis of pump-priming support awarded last year.

SECC/2011/6. Learning & Teaching

SECC/2011/6.1 Recruitment

Following the experience of the past year, some updates have been made to the recruitment policy with agreements for 2012 entry as follows:

- uniform A-level tariff of ABB for Science, Arts and Social Sciences;
- Arts have reduced their Higher requirement to AAAB;
- Psychology to remain constant with Social Sciences tariff of AAAA at Higher for MA, MA(SocSci) and BSc;
- Advanced Highers to be accepted as a means of improving grades for those with conditional offers.

SECC/2011/6.2 Direct entrants and faster route

External funding pressures and the introduction of fees for rest of UK (RUK) applicants have meant that the direct entrant/faster route option is becoming increasingly important. Currently all Schools within Science & Engineering, with the exception of Psychology, offer faster route programmes (typically single honours programmes, and for Engineering these are restricted to MEng).

It was noted that MVLS had recently removed faster route access, offering direct entry to second year for well-qualified students.
Mobility contacts have been nominated by each School and are posted on the intranet. There are concerns within Schools on the load imposed by numbers of incoming Erasmus students which are not balanced by the outgoing numbers. This is being addressed by Professor Hoey, the College Internationalisation Champion. There appears to be a demand for students to study in Glasgow and the challenge is to encourage more of our students to spend a year abroad at one of our exchange partners.

SECC/2011/6.4 Careers liaison

Following discussion with the Careers Service regarding graduate employability, it is perceived that the support provided for our students can be erratic and the Careers Service is eager to enhance this. Academic encouragement of student engagement is seen as an integral part of improving graduate employment rates and one member of academic staff in each School has been nominated as a careers contact person. Details are posted on the College intranet.

SECC/2011/6.5 Management of teaching space

The four College Deans of Learning & Teaching have met with the newly appointed Timetabling and Space Planning Manager whose role is to maximise the utilisation of lecture and tutorial space by optimising timetabling for teaching. Following discussions between the Project Board and University, there will be a delay of one year before implementation of any new system.

SECC/2011/6.6 College Investment Fund

As outlined in 1.6 above, funds have been set aside for investment in strategic initiatives.

Any learning and teaching-related ideas for funding should be addressed to Professor Fearn via School’s Learning & Teaching Convener, with a brief outline for discussion.

SECC/2011/6.7 Priorities

The Learning & Teaching priorities identified for 2011/12 are:

- timetabling at honours level (with the aim of facilitating sharing of courses between schools);
- retention;
- improved processes for Board of Studies business.

SECC/2011/7. Honorary Appointments

The Council noted the list of honorary appointments to the College made in the period 10 May 2011 to 23 November 2011.

SECC/2011/8. Date of next meeting

The next meeting of the College Council will be held on Wednesday, 23 May 2012 at 1500 hours on Level 5, Sir Alwyn Williams Building.