UNIVERSITY OF GLASGOW

Court

Minute of Meeting held on Wednesday 13 December 2006 in The Senate Room

Present:
Dr Jacqueline Atkinson Senate Assessor, Mr Norman Berry General Council Assessor, Professor John Briggs Senate Assessor, Professor Andrew Christie Co-opted Member, Mr Peter Daniels Co-opted Member, Ms Barbara Duffner Co-opted Member, Dr Robin Easton Co-opted Member, Professor Mike French Senate Assessor, Dr Alastair Hunter Employee Representative, Dr Martin Macauley Senate Assessor, Mr Alan Macfarlane General Council Assessor, Dr Laura Martin Senate Assessor, Professor Keith Millar Senate Assessor, Mr Anders Aufderhorst-Roberts SRC Assessor, Mr Alex Ross Employee Representative, Sir Muir Russell Principal, Professor Michael Scott-Morton Co-opted Member, Mrs Joy Travers Chancellor's Assessor (Convener).

In attendance:
Professor Steve Beaumont (Vice-Principal Research & Enterprise), Mr Ian Black (Director of Human Resources), Professor John Coggins (Vice-Principal Life Sciences & Medicine), Mr Robert Fraser (Director of Finance), Ms Laura Green (Deloitte & Touche LLP), Miss Jan Hulme (Academic Secretary), Professor Robin Leake (Vice-Principal Physical Sciences & Engineering), Ms Deborah Maddern (Administrative Officer), Mr Jim McConnell (Director of Estates and Buildings), Professor Anton Muscatelli (Vice-Principal Strategy & Advancement), Professor Andrew Nash (Clerk of Senate), Mr David Newall (Secretary of Court), Professor Andrea Nolan (Vice-Principal Learning & Teaching), Mr Tom O’Connell (Chair Audit Committee, to item 4.2), Ms Susan Stewart (Director of Corporate Communications).

Apologies:
Members: The Rector, Bailie Margaret McCafferty GCC Assessor, Ms Shona Morrison SRC President, Mr David Ross General Council Assessor, Professor Mona Siddiqui Senate Assessor

CRT/2006/10. Announcements
Court welcomed Professor Keith Millar to his first meeting as Senate Assessor and Mr Anders Aufderhorst-Roberts to his first meeting as SRC Assessor. Court also welcomed Ms Laura Green, from the University’s Internal Auditors Deloitte & Touche LLP, as an observer, and Mr Tom O’Connell, chair of the Audit Committee, who was attending to speak to item 4.2 on the Audit Committee.

CRT/2006/11. Minutes of the meeting held on Wednesday 11 October 2006
The Minutes were approved.
CRT/2006/12. Matters Arising

There were no matters arising not otherwise on the Agenda.

CRT/2006/13. Report from the Principal

CRT/2006/13.1 Kaplan College

Court was reminded that at its last meeting it had approved a recommendation from the Finance Committee that the University proceed with a proposed agreement with Kaplan International College to establish the Glasgow International College. This had been subject to satisfactory negotiation on some remaining issues. Discussions on all areas of the agreement, covering the academic portfolio, student support arrangements, accommodation and finances, had progressed satisfactorily since the last meeting of Court. There had been positive feedback from Senate, and from press coverage of the initiative. The two parties were now content with the terms of the agreement, which would be formally signed on 14 December.

CRT/2006/13.2 Crichton Campus

At its last meeting Court had been advised that the financial viability of the University’s Crichton Campus activity was the subject of continuing discussion at Finance Committee and with the Scottish Funding Council. It was noted that the University would maintain its request that the Council increase funded places so that the University would not have to continue to subsidise its activities at Crichton. It was further noted that should sufficient funding to ensure break-even not be obtained, then the University would not be in a position to admit a further intake of students in 2007.

CRT/2006/13.3 Academic and Holiday Years

Court’s attention was drawn to the Senate’s recent discussion on the academic year, which had aimed to standardise, simplify and clarify the arrangements, and had concluded with an agreement to move to a new model that would involve starting classes one week earlier. Following on from this decision, the University was considering whether changes ought to be made in the University’s holiday year. The Senior Management Group’s view was that it might be preferable to forego the fixed September holiday in favour of an additional flexible day of annual leave, and that it would be preferable to move the holiday year from September to some other time. Discussions on this were being taken forward with the campus trade unions.

CRT/2006/13.4 Disability Equality and Race Equality

Court was advised that the statutory Disability Equality Duty took effect on 4th December 2006. This had been drawn to the attention of staff. The University’s Scheme had been produced following consultation and with the involvement of disabled people. It centred round proactive steps which would mainstream the University’s provision for disabled people and reflected the priorities identified by them. Specific individual needs would continue to be met with tailored arrangements. The outcomes of the implementation of the Scheme would be provided to Court by way of annual statistics and there would be an ongoing process of enhancement arising from feedback on the Scheme. There would be a high-profile launch event in January 2007.
Court noted that the Universities Scotland Race Equality toolkit had been launched on 11th December and its advice and ideas on areas including course organisation and teaching had been positively received.

**CRT/2006/14. Reports of Court Committees**

**CRT/2006/14.1 Finance Committee**

**CRT/2006/14.1.1 2005/2006 University Accounts**

The chair of the Finance Committee, Professor Andrew Christie, drew Court’s attention to the positive financial position of the University as shown in the 2005/2006 Financial Statements, which were being presented to Court with a recommendation for approval from the Finance Committee. Court noted the £7M improvement in the operating position and the £20M increase in income, and extended its congratulations to all those involved in the year-end outturn. Court also thanked Mr Robert Fraser and the Finance Office team for their work and for the much improved way in which the regular financial reports were now presented.

Mr Fraser gave a presentation of the key aspects of the 2005/2006 accounts, highlighting the following features: a growth in income from Funding Council grants, tuition fees and research (increased research income arising in part from the higher levels of overhead contribution being secured from Research Councils and Industry); an operating surplus for the first time since 1994 (at £2M in-year, with a £7.1M improvement on last year’s figure); net funds at the year-end of £14.1m (the funds having increased in-year by £4.7M); a positive cashflow of £19.4M; and a £42.4M year on year increase in Reserves. All these figures pointed to a significant strengthening of the University’s financial performance and supported sustainability going forward. Thanks were extended to the Deans and Faculties for this positive outcome.

Court noted that the Auditors were content with the accounts and had reported a clean position, and noted the executive summary of the 2005/2006 Financial Statements. Court approved the Financial Statements for the year to 31 July 2006 and agreed that they should be signed by the relevant officers and submitted to the Scottish Funding Council.

It was noted that Universities were in discussion with the Charity regulator (OSCR) with regard to the format and presentation of University accounts, with a view to agreeing a format which would be acceptable to both the Funding Council and OSCR.

**CRT/2006/14.1.2 2005/2006 Subsidiary Company Accounts**

With regard to the accounts of the University’s subsidiary companies, Court noted its agreement in 2005 that it was sufficient in its view for these accounts to be presented to, and approved by, the Audit and the Finance Committees rather than being submitted directly to Court.

**CRT/2006/14.1.3 HUB Redevelopment**

Court agreed the Finance Committee’s recommendation to progress the HUB redevelopment scheme on the basis of a higher budgeted cost of £10.5M.
CRT/2006/14.1.4 Centre for Cognitive Neuroimaging

Court agreed the Finance Committee’s recommendation that the University underwrite the Wolfson component of the funding for the development of the Centre for Cognitive Neuroimaging (CCNi), the CCNi development being a key part of the University’s strategic plan.

CRT/2006/14.2 Audit Committee

CRT/2006/14.2.1 External Audit

The chair of the Audit Committee, Mr Tom O’Connell, reported that Ernst & Young had been appointed as the University’s Auditors until 2010. The Auditors had received full co-operation in the recent audit of the University’s consolidated 2005/2006 accounts. Court noted that the Auditors had issued an unqualified audit report on the University's consolidated accounts and that the intention was also to issue an unqualified audit report on the subsidiary companies’ accounts.

Court noted the Draft Representations by Management in respect of the audit of the University’s Financial Statements for 2005/2006.

CRT/2006/14.2.2 Internal Audit

With regard to Internal Audit, Mr O’Connell confirmed that Deloitte & Touche LLP had been appointed for 3 years and the Audit Committee was content with progress to date. Controls had been strengthened given that the Deloittes team included staff with IT expertise. The Internal Audit plan for 2006/2007 had been approved by the Committee. Two joint initiatives involving meetings of Audit Committee members from Scottish Universities had taken place in recent months and had been successful. Mr O’Connell extended thanks to Mr David McVicar who had recently retired from the Committee, having served for 8 years. A replacement for him was being sought through the Nominations Committee, which would also invite a lay member of Court to fill a further vacancy on the Audit Committee.

Court also noted the Internal Audit Annual Report and the Audit Committee Annual Report. Court thanked the Audit Committee for its work.

CRT/2006/14.3 Human Resources Committee

CRT/2006/14.3.1 Regrading Policy

A draft Regrading policy and procedure for non-academic staff, which sought to introduce a more consistent and rational approach to considering cases for regrading, had been circulated for Court’s comment and approval. The policy and other Human Resources policies being presented for consideration were part of the ongoing Modernisation agenda. The Director of Human Resources explained that the focus of the policy would be on job evaluation and growth on a sustained basis, and that the process would involve a panel to consider applications, and an appeals mechanism. There had been extensive discussion on the matter with the Trade Unions and the unions were content with the approach. Court approved the Regrading policy and procedure.
CRT/2006/14.3.2 Recognition and Reward Policy

A draft Recognition and Reward policy, covering the use of ‘contribution points’ on the new salary scales, to reward excellent performance, had been circulated for Court’s comment. The Director of Human Resources advised that such points provided recognition for continuing exceptional performance and/or for specific major contributions and that the payments might be consolidated into the employee’s continuing salary, or alternatively might be non-recurrent. The Director of Human Resources added that the draft policy was not yet fully agreed with the Trade Unions, who were concerned about the reference in this policy document to the possible withholding of increments, in cases of poor performance. Dr Hunter advised Court that the University and College Union’s position was that it recognised the right of the University management to withhold increments in disciplinary situations, but it questioned the appropriateness of a policy on Recognition and Reward including a reference to increments being withheld, and was concerned at the signal this sent to staff. Mr Alex Ross, Employee Representative on Court, indicated that other Trade Unions agreed with this view, and commented that existing University policies already addressed job performance matters.

Court noted that the draft Recognition and Reward policy would continue to be discussed with the unions and would be considered further at the Human Resources Committee in January. Further consideration would be given to the issue of withholding incremental points and to the need for clarity about the role and operation of the Board of Review which had a part in the process for the award of contribution points.

It was confirmed that details of the financial outcomes of the new Recognition and Reward policy would be reported to Court in a year’s time. The Director of Human Resources confirmed that the policy would be well publicised, and agreed that it was important that all staff understood the avenues available to them with respect to applications for pay increases, and that Heads of Departments and Deans were fully apprised about relevant policies.

CRT/2006/14.3.3 Market Supplement Policy

A draft Market Supplement Policy had been circulated for Court’s comment. Court heard that the University operated a single job evaluation scheme to measure the relative value of all jobs below Level 10 in its pay and grading structure. However, on occasion, the total reward package determined by this system might not be consistent with reward packages offered for comparable posts in the wider labour market, and this might lead to recruitment and retention difficulties. Where there was a clear business need the University would consider offering a market supplement in addition to the normal reward package for the post. Court approved the policy and requested that statistics on its use be provided in future through the Human Resources Committee report.

CRT/2006/14.4 Estates Committee

CRT/2006/14.4.1 Kelvingrove Gatehouse

Court approved the recommendation of the Estates Committee that the University undertake to return the Kelvingrove Gatehouse to University use.
CRT/2006/14.4.2 Cochno Farm Stable Block

Court approved the recommendation of the Estates Committee that the University undertake to obtain listed demolition consent for Cochno Farm Stable block.

CRT/2006/14.4.3 Rowardennan Redevelopment

Court noted the forecast funding shortfall for Capital Project 01/496 Rowardennan Redevelopment – Phase 2, in the sum of c£2.2M. Court was informed that a review of funding was taking place with a view to reducing costs, without damaging the business plan, and that the Estates and Finance Committees would be fully involved in the matter.

CRT/2006/14.4.4 University Travel Policy

Court approved the University Travel Policy and Plan, noting its relevance to Capital Project funding applications and to health recommendations about using other modes of transport than cars for getting to and from work.

CRT/2006/14.4.5 Beatson Phase 2

Court noted that discussions were ongoing with Cancer Research UK with regard to the Beatson Phase 2 plans.

CRT/2006/14.4.6 St Andrew’s site in Bearsden

Court noted the potential resource implications of an alternative payment schedule for the purchase of the St Andrew’s site in Bearsden and that although the overall sum payable would remain the same, an altered payment schedule might have short or medium term financial implications.

CRT/2006/14.5 Health, Safety and Environment Committee

Court noted the report of the Health, Safety and Environment Committee.

CRT/2006/14.5 Remuneration Committee

Court noted the report of the Remuneration Committee and that the Committee’s meetings in 2007, which were linked to the reviews of salaries of a number of different staff categories, would take place earlier in the calendar year. Court also noted that Senior Management Group salary increases had been commensurate with the awards for staff as a whole.

CRT/2006/15. Report from the Secretary of Court

CRT/2006/15.1 Modern Languages

Court was reminded that it had established a review group, comprising Professor John Briggs, Professor Anton Muscatelli and Mr David Newall, to review the activities of the School of Modern Languages and Cultures. The group had produced an interim report which it had shared with senior members of the School and (minus the appendices) with Court for its present meeting. The group intended to submit a final report to the next meeting of Court.
CRT/2006/15.2 Appeal against Redundancy

Court was reminded that at its October 2006 meeting it had approved Redundancy Committees’ recommendations with regard to posts in the Departments of Music and Psychology being made redundant from 31st October 2006. Court noted that an appeal against redundancy had been received from one person affected. Acting under delegated authority and on behalf of Court the Secretary of Court was seeking to engage the services of an independent person to hear the appeal.

CRT/2006/15.3 Redundancy Committee and Structural Change Committee

Court approved the Secretary of Court establishing a Redundancy Committee and Structural Change Committee to look at matters relating to IT support for students with disabilities.

CRT/2006/15.4 Stage 3 Grievance

Court noted that over the summer a committee had been appointed under delegated powers to hear a Stage 3 grievance, where the grievants had maintained that the University was discriminating against individuals who were not members of a trade union recognised by the University, and, consequently, changes were being made to contracts of employment without any discussion with these individuals or their trade union representative. The grievants had also sought to recover payment of losses incurred by individual janitorial staff in respect of Time Off in Lieu being paid at plain time rather than at overtime rates, which the grievants claimed was the normal rate. Losses had also been claimed from an “internal inequity” arising from a lack of choice for janitorial staff to work a 38th hour (at more than plain time) under Modernisation arrangements. Court noted that the grievances had not been upheld and that the matter was currently the subject of an Industrial Tribunal hearing which was set for January 2007.

CRT/2006/15.5 Disability Equality Scheme

Court noted that the University’s Disability Equality Scheme had been finalised and was available in electronic form and in hard copy.

CRT/2006/15.6 Appointment of Senate and SRC Assessors on Court

Court noted that at its meeting on 12 October 2006, Senate had agreed to permit the Clerk of Senate to approve a nominee from the professoriate in the Biomedical territory, for the vacant position of Senate Assessor on Court and that Professor Keith Millar, Department of Psychological Medicine, had been nominated and his appointment confirmed at Senate’s meeting on 16 November 2006. Professor Millar would serve on Court from 16 November 2006 until 31 July 2010.

Court noted that at the Students’ Representative Council’s (SRC) meeting on 9th November 2006, Mr Anders Aufderhorst-Roberts had been elected as SRC Assessor on Court until 31 October 2007.
CRT/2006/15.7 Ballot regarding Students’ Representative Council (SRC) Affiliation to the NUS

Court noted that in a recent ballot entitled “Should Glasgow University SRC affiliate to the National Union of Students (NUS)”, in which the student body voted, the result had been as follows:
Yes – 262 votes; No – 4,065 votes; Spoilt – 36

The final result of the ballot had therefore been that Glasgow University SRC should not affiliate to the NUS. The turnout had been about 20%.

CRT/2006/15.8 Induction Session for Court members

Court was advised that the one-day induction session for Court members would take place on 21 February 2007. Further details would be issued in the New Year. Court agreed that two recently appointed members of the Audit Committee would be invited to participate in the session.

CRT/2006/15.9 Beith Street, Partick

Court noted that the University was in continuing discussion with a developer regarding its possible interest in a mixed retail/residential development at Beith Street, Partick.

CRT/2006/15.10 University Nursery

Court noted that the University’s childcare provider, Kidcare Ltd, had gone into liquidation on 4 December and that no notice had been given to the University or to the parents involved, many of whom had just made payment to Kidcare for the month of December. Court also noted that the University had identified a provider who could offer a short-term emergency service, and that tenders would be invited to operate the Nursery on an ongoing basis. The contract arising from the tender exercise would include provisions to monitor the financial status of the childcare provider.

CRT/2006/15.11 Deputy Deanship of the Faculty of Medicine

Court noted that acting under delegated authority and on behalf of Court the Secretary of Court had appointed Professor James McKillop as the Deputy Executive Dean of the Faculty of Medicine from 1 January 2007 to 31 December 2010, following the appointment of the current Deputy Dean, Professor Ian Greer, to the Deanship of the Hull York Medical School. This decision had been taken following consultation with the Territorial Vice-Principal and on the nomination of the Executive Dean.

CRT/2006/15.12 Deputy Deanship of the Faculty of Law, Business & Social Sciences

Court noted that acting under delegated authority and on behalf of Court the Secretary of Court had appointed Professor Chris Berry as the Deputy Dean of the Faculty of Law, Business & Social Sciences from 1 October 2006 to 31 July 2009. This decision had been taken following consultation with the Territorial Vice-Principal and on the nomination of the Dean.
CRT/2006/15.13 Director of Undergraduate School, Institute of Biomedical & Life Sciences

Court noted that acting under delegated authority and on behalf of Court the Secretary of Court had appointed Dr Robert Aitken as Director of the Undergraduate School in IBLS from 1 August 2007 to 31 July 2011. This decision had been taken following consultation with the Territorial Vice-Principal and on the nomination of the Dean.

CRT/2006/15.14 Headship of the Division of Infection & Immunity, Institute of Biomedicine & Life Sciences

Court noted that acting under delegated authority and on behalf of Court, and on the recommendation of the Dean, the Secretary of Court had appointed the following Head of Division of Infection & Immunity in IBLS:

Professor Mike Turner, Glasgow Biomedical Research Centre, for the period 1st September 2006 to 31st July 2008.

CRT/2006/15.15 Headship of the Department of Computing Science

Court approved the recommendation of the Committee of Appointment that Professor Ray Welland be appointed as the Head of the Department of Computing Science for the period 1 August 2007 to 31 July 2011 in succession to Professor Muffy Calder.

CRT/2006/15.16 Headship of the Department of Curriculum Studies

Court approved the recommendation of the Committee of Appointment that Mr Harry Blee be appointed as the Head of the Department of Curriculum Studies for the period 1 August 2007 to 31 July 2011 in succession to Mr Brian Templeton.

CRT/2006/15.17 Appointment to James Watt Chair of Mechanical Engineering

Court approved a recommendation from the Dean of Engineering that Professor Matthew Cartmell, currently Professor of Applied Dynamics in the Faculty of Engineering, be translated to the James Watt Chair of Mechanical Engineering, with effect from 1st December 2006.

CRT/2006/15.18 Change of Departmental Name – Department of Management

Court noted a change of name from the School of Business and Management to the Department of Management, in the Faculty of Law, Business and Social Sciences. This meant that the Glasgow Business School, which was a separate entity, would comprise the Department of Management, the Department of Accounting & Finance, the Department of Economics and the Department of Economic & Social History.

CRT/2006/15.19 Faculty Reports

Court noted that as the day’s agenda was relatively heavy, a Faculty report had not been included. There would be a further Faculty report at the next meeting of Court.
CRT/2006/15.20  Bequests

Court noted that the University had received the following bequest:

Mr William Laird MELROSE: his etching of Glasgow University.

Court was reminded that in June 2006 the following bequest had been reported to Court: Ms Agnes Crawford MARSHALL: £8,000, with only the annual income available, to be used in support of a medical student, if possible from New Zealand. The bequest had been in memory of Sgt Samuel Forsyth VC and Robert & Andrew Gardner, all killed in action in 1918. Court now noted that Mrs Marshall’s son had recently added a further £4,000 to the sum received under the Will, for the same purpose.

CRT/2006/16. Communications from Meetings of Senate held on 12 October and 16 November 2006

The Communications from Senate were noted. The key items on the Academic Year and on Kaplan had been discussed in the context of the Principal’s Report.

CRT/2006/17. Any Other Business

There was no other business

CRT/2006/18. Date of Next Meeting

The next meeting of the Court will be held on Wednesday 14 February 2007 at 2pm in the Senate Room. The other Court meeting dates for 2006/2007 are:

Wednesday 18 April 2007, Wednesday 27 June 2007
All at 2pm

Prepared by: Deborah Maddern Clerk to Committee d.maddern@admin.gla.ac.uk
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