Minute of the meeting held in the Senate Room on Wednesday 7 May 2003

PRESENT: Mr Greg Hemphill (Rector)
Mrs Joy Travers (Chancellor’s Assessor)
Professor Sir Graeme Davies (Principal)
Mr Henry Adams
Professor David Bennett
Mr Norman Berry
Mr J Scott Cairns
Professor Andrew Christie
Professor Chris A Corrin
Dr Jocelyn Dow
Dr Geoffrey Moores
Mrs Margaret RH Paxton
Dr Craig Reedie
Mr Ian Russell
Mr Michael Sandford
Professor John Sewell
Professor David Watt
Judy Wilkinson

ATTENDING: Mr Dugald M Mackie (Secretary of Court)
Annie Vaz (Acting Director of Publicity Services)
Professor Peter H Holmes (Vice-Principal - by invitation)
Mr Ian Hawkins (Administrative Officer)
Miss Jan Hulme (Academic Secretary)
Professor Robin Leake (Vice-Principal - by invitation)
Mr Ray Lewis (Director of Human Resources)
Professor Malcolm D McLeod (Vice-Principal - by invitation)
Professor Chris Morris (Vice-Principal - by invitation)
Professor Andrew Nash (Vice-Principal and Clerk of Senate – by invitation)
Mr Bill Patrick (Head of the Planning Office)
Mr Chris Rusbridge (Director, Information Services)
Mr Robert Wilson (Director of Estates and Buildings)
Mr Michael Yuille (Director of Finance)

APOLOGIES:  Members of Court
Ms Katherine Doran (Assessor, Student's Representative Council)
Mr Eamon Fitzgerald
Mr Ronald G Graham
Dr Alastair Hunter
Dr Keith Nimmo
Ms Kate Phillips
Mr Ben Zielinski (President, Students Representative Council)

Attendees
None

66 welcome

Court welcomed Mr Douglas Bell from the University's Biological Services department who was observing Court's proceedings as part of his staff development and also the Academic Secretary, Miss Jan Hulme who had returned to the University following a recent spell of illness.

67 SHEFC Grant Letter

Court received a presentation from Mr Bill Patrick of the University's Planning Office on the impact on the University's core activities of teaching and research of the SHEFC Grant Letter for 2003-04. On behalf of Court the Chancellor's Assessor thanked Mr Patrick for an illuminating presentation.

68 Universitas 21 (U21)

Court received an oral report from the Principal and the Secretary of Court on the activities of the international network of Universities that make up Universitas 21. The Principal informed Court that the Annual General Meeting of U21 had just been held in Charlottesville, Virginia on 4-6 May 2003 as well as the Annual General Meetings of U21 LBG (the holding company) and its subsidiaries U21equity and U21pedagogica.

The Principal reported that the Managers Group of the organisation, which was made up of the equivalents of the Secretary of Court, had also met in Charlottesville and had received a series of presentations on collegial and collaborative matters focused on the academic activities of the member Institutions and had identified a limited number of ventures to be completed. These included the enhancement of student exchanges between the Institutions. There were currently approximately 500 student exchanges between Institutions and the target had been set of doubling this in the next year. The Principal also informed Court of the intention to increase the membership of U21 from 17 to
a maximum of 25 Universities.

The Secretary of Court reported that he had been encouraged by the discussions at the sessions which had resulted in agreement on a clear series of priorities for next year. He was confident that the new Chairman, Professor John Hood of the University of Auckland would continue the good work of the Principal who was stepping down from the post. Court noted that in the short term there were likely to be two meetings per year of U21 and the next two meetings had been fixed for November 2003 and May 2004. The Principal stated that two secretariats had now been established separating out the academic and commercial areas such that the Academic Secretariat was based in Birmingham and the Commercial Secretariat based in Melbourne.

With regard to U21 Global the joint venture company created with the Thomson Corporation the Principal stated that the next call for funds from the University would be in August 2003 and then April 2004. He reported that in the last six months there had been serious interaction between the two arms of U21 Global in that U21pedagogica (responsible for the academic quality assurance) had rejected all five courses submitted to it for approval in the first instance. It had taken a further two rounds of amendment and resubmission for the five courses to be accepted as having met the necessary academic standards. The Principal reported that this had laid down a marker to the Institutions regarding the importance of academic standards and that the venture would not sacrifice academic integrity for commercial gain. This had been backed up by research commissioned by U21 that had shown that the most important issues for potential students to U21 were the quality and integrity of the courses offered.

The Business Plan for U21 Global called for a modest initial intake of 500 students in July 2003. While an initial low-key advertising campaign in late 2002 had resulted in over 12,500 expressions of provisional intention to enrol the Business Plan would nevertheless be adhered to in order to allow all the operating processes, including the student support mechanisms, to bed in and be seen to be secure.

The Convener of the University’s Investment Advisory Committee reported on Court’s request that the Committee monitor the investment in U21 Global. He stated that U21 was a complex structure to value and that the Committee would consider a copy of the revised Business Plan and the Accounts and discuss these with the University’s auditors. Notwithstanding this further investigation he informed Court that, at this stage, it was likely that the Committee’s advice would be to record the investment in the accounts at cost.

69 Minute of last meeting

Court approved the minutes of the meeting held on 26 March 2003.

70 matters arising

70.1 Student Unions (Minute 57.2)

The Secretary of Court reported the receipt of Counsel’s opinion that day and Court noted that a report would be submitted to its June meeting.
70.2  Spam (Minute 57.4)

See minute 75.7.

70.3  Remuneration of Senate Assessors and Senate Advisors (Minute 57.6)

Court noted that the Remuneration Committee would meet on 21 May 2003 to consider the proposals on the remuneration of Senate Assessors and various Senate Advisors and that its recommendations would be reported to a future meeting of Court together with a final outcome of the deliberations regarding the remuneration of Deans and Heads of Departments.

70.4  Science Research Infrastructure Fund (SRIF) (Minute 57.7)

Court noted that bids from the Faculties in the region of £56M had been considered by the University Management Group in the context of the University’s Research Strategy, the needs of each of the Faculties, the overall infrastructure of the University and the allocation from SHEFC of £22.6M for 2004-06. Following discussions with SHEFC a bid in the sum of £24M had been submitted with a decision on that bid being expected in the next month or so.

70.5  CST Global Update (Minute 58.1.2)

Court noted that the Secretary of Court had every confidence in the University’s negotiating team dealing with matters surrounding CST Global and re-affirmed that the Acting Director of Research and Enterprise be authorised to continue discussions on the available options.

70.6  Face Fit Testing (Minute 58.4.1)

At its last meeting Court sought information on the resource implications arising from the Health and Safety Executive guidelines on the Face Fit Testing for Respiratory Protective Equipment. Court noted the estimated costs set out in the report.

70.7  Deputy Deanships (Minute 62.5)

Court agreed the recommendations set out in the report that, in the first instance, a nomination for Deputy Dean should come from the relevant Dean, and that wherever possible a Committee of Recommendation should then consider the nomination. The Committee should be modified from the previous proposal to consist of:

- Territorial Vice-Principal (Convener)
- Dean
- Member of Court (Lay or Senate Assessor).

In the case of current Vice or Deputy Deans in post, it was expected that Court would be informed and ratify these appointments, but where such did not exist, the above procedure would be followed as soon as possible. For the avoidance of doubt, Deputy Deans would in no case be regarded as Dean-elect and they would demit office at the same time as the relevant
Dean. The proposal for an honorarium paid centrally (if agreed by the relevant Committee), would be interpreted flexibly according to particular arrangements in Faculties i.e. it may be taken either as a personal honorarium or used to facilitate teaching relief etc. to enable the individual to participate fully in strategic and financial planning within the Faculty or might be divided at the discretion of the Dean. The Deputy Dean would be expected to act vice the Dean, as locally arranged, but normally to include periods of annual leave or other absence from Glasgow, and in cases of illness or other emergency.

Court noted that an existing Dean would not be involved in the appointment of his/her successor’s deputy.

The Secretary of Court stated that a report would be submitted to a future meeting of Court setting out the position for each Faculty; how far the process of the appointment of the Deputy Dean had progressed, the duration of the appointment and where possible a recommendation to the position. Court noted that it was hoped that the Deputy Deans would be in post by August 2003.

Court also noted for the avoidance of doubt that Deputy Deans would not be appointed in the Faculties of Social Sciences and Law and Financial Services as the Deans of these two Faculties each act as Deputy for the other as and when the need arises within the single resource unit.

71 minutes and reports of court committees

71.1 Human Resources Committee

Court noted the report of the Human Resources Committee held on 16 April 2003.

71.2 Joint Committee Court/Manual and Ancillary

Court noted the report of the Joint Committee Court/Manual and Ancillary held on 31 March 2003.

72 minutes and reports of joint court/senate committees

72.1 Resource Strategy Committee

72.1.1 Resource Strategy Committee Retreat

Court noted the report from the Resource Strategy Committee Retreat held in March 2003.

72.1.2 Resource Strategy Committee Meeting
The Principal reported that the University’s strategic investment in the Kelvin Institute was in the sum of £50k for three years following investment of £5M by Scottish Enterprise in the first instance. The Institute operated in the area of E-commerce and the Secretary of Court undertook to provide Professor Corrin with a copy of the handouts from the presentation by the Executive Director of the Institute referred to in the report.

Court otherwise noted the report from the Resource Strategy Committee held on 14 April 2003.

72.2 Education Committee

Court noted the report of the Education Committee held on 9 April 2003.

72.3 Student Support and Development Committee

Court noted the report of the Student Support and Development Committee held on 7 February 2003.

72.4 Information Strategy Committee

Court noted the report of the Information Strategy Committee held on 27 February 2003.

73 Communications from Senate

73.1 Proposed Crichton Centre for Research in Health and Social issues

Court approved the draft constitution for the proposed Crichton Centre for Research in Health and Social Issues.

73.2 Session Dates for Clinical and Education Faculties for 2003-2004

Court approved the session dates for Clinical and Education faculties for 2003-2004 as set out in the report.

Court otherwise noted the Communications from Senate.

74 report from the management group

74.1 Workshop Restructuring

The Secretary of Court undertook to arrange for a report on the proposed restructuring to be made to workshop staff involved in the potential restructuring.

74.2 Modern Languages (Slavonic Studies): Business Plan
Court received the report of the discussion at the Management Group of the "business plan" for the future of Modern Languages which the Faculty of Arts had been requested to produce at the request of the Group. The reason for the request had primarily been the serious concern over the financial positions of the Departments of French, German, Hispanic Studies, Italian, and Slavonic Languages and Literatures, where the continuing decline in student numbers (the primary driver for "income") meant increasing deficits, given year-on-year increases in staff costs.

The business plan had been prepared by a group drawn from the Modern Languages Departments and from the Faculty management team. It showed that it would be a practicable goal for the various Departments to eliminate deficits, subject to reductions in expenditure through the loss of staff via natural wastage and the extension of the voluntary ERVS scheme and increases in income from new courses and classes. On that basis, the Management Group had accepted the plan and had agreed to seek the endorsement of Court for the Faculty to act on it.

Court noted that the staffing figures which had been in effect at the time of the preparation of the plan were already outdated. The Vice-Principal (Staffing) reported that the anticipated reduction in staff referred to in the report by 2004-05 did not take into account the effects of the recent VSER scheme, which had been extended in the Faculty of Arts, and that some reduction had already been achieved.

Court noted that the University of Strathclyde had not yet officially agreed the future of modern languages at that University and that the first phase of the business plan for Glasgow was based on current informal discussions. Bearing in mind the potential sensitivity of the situation, the Secretary of Court undertook to seek the agreement of the Dean of the Faculty of Arts to a wider distribution of this University's business plan for Modern Languages.

Court agreed in principle to the acceptance of the first phase of the business plan for Modern Languages as set out in the report from the Management Group. The key element of the first phase was the cessation of independent departmental status for the Departments of French, German, Hispanic Studies, Italian, and Slavonic Languages and Literatures (with effect from 31 July 2003) and their replacement by a single School of Modern Languages, which, from Court's point of view, would have single departmental status with the Head of School being appointed in the same way as a Head of Department, with the caveat that the Vice-Principal (Staffing) would be involved in the initial appointment, bearing in mind the Synergy implications of the proposals. It was hoped that it would be practicable to have someone in post with effect from 1 August 2003. It was also agreed that a Deputy Head of School be sought as part of the same process.

Given the concerns raised about the future of Slavonic Languages and claims made about its possible closure, members noted in particular that the plan allowed for the retention of Slavonic Languages and Literatures in the University.

### 74.3 Framework 6

The Principal reported that although the University was seeking to be involved as a partner in Framework 6 it was not seeking to become a lead site at this time. It was not yet
known what such a designation would entail and so it was considered prudent not to proceed with any co-ordinated applications for Integrated Projects or Networks of Excellence at this time.

74.4 Joint School of Nursing Proposal

Court noted the proposal was at a very early stage of development and that any resource implications would need to be discussed by Court and the Court of Glasgow Caledonian University before any decisions were made. Court also noted that prior to that stage steps would be taken to reassure both staff and students about the positive moves to secure the future bearing in mind the extent to which the department had been the subject of turbulence over recent years.

The Secretary of Court advised that if members had any detailed questions on the proposals in relation to a possible Foundation course in Health Studies he would pass them to Professor Jim McKillop in the Faculty of Medicine. Court noted that the proposal for a Joint Research School in the West of Scotland had the backing of both the Greater Glasgow Health Board and SHEFC.

Court otherwise noted the report from the Management Group.

75 report from the secretary of court

75.1 APPOINTMENTS

75.1.1 Deanship of the Faculty of Veterinary Medicine

Court agreed to re-appoint Professor Andrea Nolan as Dean of the Faculty of Veterinary Medicine for the period 1 August 2003 to 31 July 2007.

75.1.2 Non-Academic Staff Pension Scheme (NASPS) – New Trustee

Court noted that the Secretary of Court had agreed, under his delegated authority and on behalf of Court, to the appointment of Mr Robert Harkins, a technician in the Department of Electronics and Electrical Engineering as the AMICUS-MSF nominee on the board of Trustees of NASPS to replace Mrs Catherine Cameron.

75.1.3 Visiting Professorships

Dr Robert Crawford

Court noted the appointment of Dr Robert Crawford as a Visiting Professor in the Department of Business and Management for the period 1 September 2003 to 31 August 2006 following his nomination by the Dean of Social Sciences and the Department. Dr Crawford was currently Chief Executive of Scottish Enterprise.

Professor Lynn Bosetti
Court noted the appointment of Professor Lynn Bosetti, currently Professor and Special Assistant to the Provost and Vice-President, University of Calgary, as a Visiting Professor with the Faculty of Education for the period 1 January 2004 to 1 March 2004 following her nomination by the Dean of Education and the Faculty.

**Professor Ian Shanks**

Court noted the re-appointment of Professor Ian Shanks as a Visiting Professor with the Department of Electronics and Electrical Engineering for a period of five years. Professor Shanks had recently retired as Head of Physical and Engineering Sciences, Unilever R&D.

### 75.1.4 New Professorial Appointments

Court noted the following appointments:

- Professor Vivien Beattie had accepted the position of Professor of Accounting with effect from 1 January 2004 (currently Professor of Accounting at the University of Stirling).
- Professor Ashraf Ayoub had accepted the position as Chair of Oral Surgery with effect from 1 May 2003 (currently Senior Lecturer, Glasgow Dental School)

### 75.1.5 Faculty of Physical Sciences – Associate Dean for Undergraduate Studies

Court noted the appointment of Dr R Hill from the Department of Chemistry as the Associate Dean for Undergraduate Studies in the Faculty of Physical Sciences with effect from 1 August 2003. Dr Hill replaced Dr Negus who is due to retire on 31 July 2003.

### 75.1.6 Headships of Departments

**Head of Division of Earth Sciences**

Court noted that Dr Chris Burton was due to demit as Head of the Division of Earth Sciences on 31 July 2003. However, given the imminent appointment of a new Professor in the department, together with the development of the Centre for Geosciences, the Dean of Physical Sciences and the Vice-Principal (Estates) recommended that Dr Burton’s headship be extended. Dr Burton had agreed to this recommendation. Court therefore agreed to extend the appointment of Dr Chris Burton as Head of the Division of Earth Sciences for a further year to 31 July 2004.

**Head of Department of English Literature**

Court agreed the recommendation of its Appointing Committee that Dr Nicola Trott be appointed to the Headship of the Department of English Literature for the period 1 August 2003 to 31 July 2007. Court also noted that the Dean and Dr Trott would meet as soon as possible to discuss her training needs and a possible
supportive management structure within the department.

75.2 Deanships of Various Faculties

Court agreed to establish a Committee of Recommendation in each case with the following memberships:

**Biomedical and Life Sciences**
- Territorial VP: Prof. Peter Holmes
- Two members of Court (SAs and/or Lay)
- Cognate Dean: Prof David Saxon (Faculty of Physical Sciences)
- Two members of staff: To be nominated and, if necessary, elected

**Information and Mathematical Sciences**
- Territorial VP: Prof Robin Leake
- Two Members of Court (SAs and/or Lay)
- Cognate Dean: Prof John Coggins (FBLS)
- Two Members of Staff: To be nominated and, if necessary, elected

**Social Sciences**
- Territorial VP: Prof. Chris Morris
- Two members of Court (SAs and/or Lay)
- Cognate Dean: Prof John Caughie (Faculty of Arts)
- Two members of staff: To be nominated and, if necessary, elected

Court also agreed to extend the Deanship of Professor Noreen Burrows as Dean of the Faculty of Law and Financial Studies to 31 July 2004 to tie in with that of the Faculty of Social Sciences and allow the Committee of Recommendation for the latter Faculty approved above to look at the overall picture for both Faculties.

75.3 Gifts Benefactions and Bequests

Court noted the following bequest:

The late Dr Robert T HUTCHESON, former Secretary of the University Court: books and other papers from his library collection (as selected by the University Library); copies of Court minutes from the early 1900s until his retirement in 1974; his University robes; a Standing Desk; portrait of Dr Hutcheson, presented on his retirement from the University, by Stephen Boshall; works of art (as selected by the Director of the Hunterian Art Gallery).

75.4 Calendar of Actions

Court noted the report.

75.5 Civil Marriages at Approved Places

Court noted that the University had received approval from Glasgow City Council as a venue where Civil Marriages can be conducted. Specifically civil wedding ceremonies may now be

75.6 Portrait of the Principal

Court noted that, to mark his retirement, the University had commissioned a portrait of the Principal from Mr Mark Gilbert. Mr Gilbert studied at Glasgow School of Art and has been a regular exhibitor in the BP Portrait Award at the National Portrait Gallery.

75.7 “Spam” E-Mail Filtering

Court noted that the Computing Service had existing measures that already reject 80,000 junk e-mail (“spam”) messages per week. They had recently initiated a trial of additional spam e-mail filtering software designed to detect more spam messages.

The main concern with e-mail filtering software was the issue of false positives - the rejection of messages which are legitimate. These could be kept to a minimum through the careful setting of parameters within the software. The trial showed an acceptable level of 0.5%.

Court noted that it would be possible to introduce the service for specific e-mail domain names.

The Director of Information Services reported that he had been involved in the trial of the proposed spam system. He informed Court that the trial had been successful and that a recommendation would be made to the Information Users Committee and the Information Strategy Committee to introduce such filtering throughout the University. The default action would be to reject and return to sender, but individuals would be able to choose to receive labelled spam messages, or opt out completely. In response to a question he agreed to enquire whether the system would apply to email for students.

75.8 Resolution of Court

Court agreed to approve Resolution 500 – Amendments to Various Degrees, as set out in Appendix 2 to the report.

76 ANY OTHER BUSINESS

76.1 Banking Matters

Following a review of the University’s banking arrangements reported by the Principal, Court agreed to re-engage the Clydesdale Bank for a period of 3 years.

76.2 Reith Hall [Restricted Business]

Court noted that Reith Hall, Botanic Crescent had been on the list of properties for disposal for
some time and required a considerable sum to refurbish to a good standard. The University had received of eleven offers for the property. The University’s agents recommended acceptance of the unconditional offer from York Projects Ltd since settlement can probably be achieved during the latter part of July which was one of the University’s main objectives.

Court noted that the rooms lost through the sale of this property would be accommodated elsewhere in the University’s portfolio and agreed that Reith Hall be disposed of before 31 July 2003 to York Projects.

76.3 University Gardeners

Court was pleased to note that the University had been awarded a commendation for 2002/03 from The Incorporation of Gardeners of Glasgow (part of Trades House) for the Let Glasgow Flourish award. This was the sixth year running that the University had achieved such an award and that it had been successful on nine occasions in the past.

77 date and time of next meeting

The next meeting of Court will be held at 4pm on Wednesday 25 June 2003.

NB Items marked [Restricted Business] have been amended on this copy of the Minute posted on the Web to remove confidential or commercially sensitive information.