University of Glasgow

COURT

Minute of the meeting held in the Melville Room on 8 January 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
Dr Jocelyn Dow
Ms Katherine Doran (Assessor, Students Representative Council)
Mr Ronald G Graham
Dr Alastair Hunter
Dr Geoffrey Moores
Dr Keith Nimmo
Mrs Margaret RH Paxton
Ms Kate Phillips
Mr Ian Russell
Mr Michael Sandford
Professor John Sewell
Professor David Watt
Dr Judy Wilkinson
Mr Ben Zielinski (President, Students Representative Council)

ATTENDING:

Mr Dugald M Mackie (Secretary of Court)
Ms Annie Vaz (Acting Director of Publicity Services)
Dr Kevin Cullen (Acting Director of Research and Enterprise)
Professor Peter H Holmes (Vice-Principal - by invitation)
Mr Ian Hawkins (Administrative Officer)
Professor Robin Leake (Vice-Principal - by invitation)
Professor Malcolm D McLeod (Vice-Principal - by invitation)
Professor Andrew Nash (Vice-Principal and
31  welcome

On behalf of Court the Rector welcomed Dr Kevin Cullen, the Acting Director of Research and Enterprise.

32  MINUTE OF LAST MEETING

Court approved the minutes of the meeting held on 20 November 2002 save for the amendment of Minute 21.3.4 to refer to the current financial rather than the calendar year.

33  MATTERS ARISING FROM THE MINUTES

33.1  Student Unions (Minute 20.1)

The Secretary of Court explained that a meeting arranged with the representatives of the Glasgow University Union had had to be postponed until the week beginning 13 January 2003. Court noted that he would report back on the outcome of that meeting to the February meeting of Court.

33.2  Estates Planning and Strategy Committee (ESPC) (Minute 21.3)

The Director of Estates and Buildings confirmed that, as indicated in the ESPC report of the meeting held on 2 December 2002, the costs for the New Medical Building would be held within the original budget allocation, subject to claims from the building contractors related to the extension of their contract being met. He informed Court that this cost had been estimated at £45k although he reported that a further small claim had been received subsequent to the meeting on 2 December from Costain and that this was currently being evaluated.

33.3  Special Needs Service (Minute 25.11)

Court noted that an experienced full time Special Needs Advisor had been appointed by the University and that she would receive back up from a number of part time advisors. The Clerk of Senate expressed his confidence that as a result of these measures the University’s students would be adequately supported in the short-term with it being the intention to have a fully
resourced Special Needs Service again by 2003-04.

33.4 Restructuring (Minute 26)

Court noted an interim report on the progress of the restructuring of the University which had been presented to the Finance Committee at its meeting held on 18 December 2002 (see minute 35.1.2) and noted that a more detailed report would be submitted to the meeting of Court to be held on 19 February 2003.

33.5 Draft Race Equality Policy and Action Plan (Minute 27)

The Vice-Principal (Learning and Teaching) reported that the University’s Draft Race Equality Policy and Action Plan, approved in principle at the last meeting of Court, had been refined and sent to SHEFC before Christmas. Court noted that a final draft would be submitted to the March meeting of Court.

34 accounts of the university for the year to 31 july 2002

Court received a presentation from the Director of Finance on the Accounts of the University for the year to 31 July 2002 and approved the Accounts as set out in the report together with the amendments to Notes 10 and 17 recommended by the Finance Committee as set out in Minute F.19 of the Committee’s meeting held on 18 December 2002.

The Director of Finance reported that the Accounts had been recommended for approval by both the Audit Committee and the Finance Committee and he directed Member’s attention to the detailed report and Minute of those Committees that appeared elsewhere on the agenda.

Court noted that the Accounts showed a historic cost surplus of £5.4M or 2% of total income, an improved operating cash flow and no long-term debt on the balance sheet. The Director of Finance pointed out however that the historic cash surplus was largely due to non-recurring items such as the sale of assets and the notional gain resulting from the destruction of the Bower Building by fire. Court noted that the University was operating at break-even having recorded a surplus on a recurring basis of £300k. With regard to cash flow the Director of Finance reported that the position had improved from the previous year (an outflow on operating activities of £6.5M rather than £14.3M) and a net cash out flow from all sources of £3.7M (as opposed to £18M the previous year).

Court noted that the question of how best to deal with the sale of the residences in the Accounts had been very complicated but, with the agreement of the external auditors, the transaction was recorded on an ongoing basis as deferred income to be released to the Income and Expenditure Account over the 32 year life of the agreement.

Overall the Director of Finance stated that the University’s cash reserves were still in a negative position but that this was improving. Court had earlier agreed with the view which he re-iterated that the creation of an ongoing surplus was crucial to the University’s financial health as this would generate cash to invest in the capital infrastructure. He emphasised that the University could not rely on asset sales, as delays in such sales could easily occur, for example, although Horselethill House and Dalrymple Hall had been sold in the current financial year, the timetable for their disposal had

The Director of Finance drew Court’s attention to the additional responsibilities which had been placed on it as a result of legislation, directions from SHEFC and examples of best practice. In particular, he pointed out Court’s responsibilities regarding Risk Management, Ethical Investment Policies and Employment Policies.

The Director of Finance reported that the University’s external auditors, Ernst and Young (E&Y), had given a clean opinion on the University’s Accounts. He highlighted the fact that E&Y had not felt it necessary to issue a Management Letter setting out any matters concern. Court agreed that this worthy of note bearing in mind the size of the University, that a new finance system had been introduced and the Residencies Transaction had been undertaken all within the same financial year. Court agreed that this reflected well upon the Finance Office.

With regard to the Residencies Transaction Court noted that the terms of the agreement required the residences to be brought up to, and maintained at, a standard better than that at present. Court also noted the various mechanisms in place to ensure that these standards were maintained, including the presence of the Secretary of Court and a representative of the bank (HBOS) on the Board of Directors of Glasgow University Student Villages.

annual report of the research and enterprise advisory board

The Acting Director of Research and Enterprise stated that the report was the first of its kind and welcomed comments on its content and presentation. He stated that the purpose of Research and Enterprise was to add value to the University’s research base but acknowledged that its contribution to this was difficult to quantify. Court noted the wider qualitative benefits of Research and Enterprise in terms of relations with other Institutions, government and its positive impact on employment and economic development in the region.

Court agreed that Professor John Sewell be appointed to fill the vacancy for a Senate Assessor on the Research and Enterprise Advisory Board.

Court otherwise noted the report of the Research and Enterprise Advisory Board and agreed that it (or any replacement body) report to Court annually. Court also noted that the programmed review of Research and Enterprise referred to in Minute 20.4 at its last meeting would be completed by March 2003.

minutes and reports of court committees

Finance Committee

Accounts of the University for the Year Ending 31 July 2002

Court adopted the recommendation of the Finance Committee and approved the Accounts of the University for the Year Ending 31 July 2002. (See Minute 34)
36.1.2 Review of Catering

Court noted that its approval would be sought prior to any implementation costs being incurred on the development plan for Hospitality Services – the estimated total expenditure being in the region of £5M.

Court otherwise noted the report from the Finance Committee.

36.2 Audit Committee

36.2.1 Remit of the Audit Committee

Court noted that the Committee had elected Mr Tom O'Connell as its Vice-Convener from among its Lay Members.

36.2.2 GU Holdings Ltd: Report on Activities – Year to 31 July 2002

Court noted the report on the activities of GU Holdings.

36.2.3 Review of the University Financial Statements for the Year to 31 July 2002

Court noted the recommendation of the Audit Committee and approved the Accounts of the University for the Year Ending 31 July 2002. (See Minute 34)

36.2.4 Internal Audit Services Unit – Annual Report 2001-02

Court noted the Annual Report of Internal Audit Services Unit.

36.2.5 Review of the External Auditors

Court approved the annual re-appointment of Ernst and Young LLP as the University’s External Auditors.

Court otherwise noted the report of the Audit Committee held on 11 December 2002.

36.3 Human Resources Committee

Court noted the tabled, replacement report of the Human Resources Committee held on 27 November 2002.

36.4 Heath, Safety and Environment Committee

Court noted the report of the Health, Safety and Environment Committee held on 27 November 2002.

36.5 Safety Directorate
Court noted the report of the Safety Directorate held on 11 November 2002 and approved the remit as set out in the report with the following membership:

- Principal
- Secretary of Court,
- Director of SEPS
- Convenor of Health, Safety & Environment Committee
- One ‘lay’ member of Court
- Director of Estates & Buildings or his representative
- Two ‘lay’ members of academic staff, one of whom should have a special interest in environmental matters.

36.6 Committee on Personal Professorships and Readerships

Court noted the report from the Committee on Personal Professorships and Readerships held on 6 November 2002 and approved the appointments to Honorary Professorships, Honorary Readerships and the Visiting Professorship as set out in the report.

36.7 Estates Planning and Strategy Committee

Court noted the tabled report of the Estates Planning and Strategy Committee held on 2 December 2002 and agreed that it be resubmitted to the February meeting of Court to afford members the opportunity to raise any points at that time.

The Secretary of Court apologised for the late submission of the report.

37 minutes and reports of joint court/senate committees

37.1 Resource Strategy Committee

Court noted the report of the Resource Strategy Committee held on 25 November 2002.

37.2 Education Committee

37.2.1 Bachelor of Community Education and Community Development/Linked Work and Training Trust Central Seminar

Court agreed continuation of the support for the Bachelor of Community Education and Community Development/Linked Work and Training Trust Central Seminar and authorised the Vice-Principal (Learning and Teaching) to continue with negotiations.

Court noted the remainder of the Education Committee held on 13 November 2002.

38 Communications from Senate
Court noted the Communications from Senate.

39 report from the management group

The Principal reminded Members of the recent death of the former Principal, Sir Charles Wilson. Court agreed that the new teaching building being created from the refurbishment of the former congregational church on corner of Gibson Street and University Avenue, be named the Sir Charles Wilson Building in memory of his contribution to the University.

Court otherwise noted the report from the Management Group.

40 report from the secretary of court

40.1 Appointments

40.1.1 Headships of Departments

Court agreed the following recommendations of its Appointing Committees:

- **Chemistry**
  Professor Chris Gilmore (re-appointment); 1 August 2003 - 31 July 2004.

- **Electronics and Electrical Engineering**
  Professor John Arnold; 1 April 2003 – 31 July 2007

Court noted that this period of office was slightly longer than normal in order to bring the timing of future appointments in the Department into line with the rest of the University.

- **Psychology**
  Dr Stephany Biello; 1 August 2003 – 31 July 2004
  Professor Phillipe Schyns; 1 August 2004 – 31 July 2006 (re-appointment)

Court agreed that Dr Stephany Biello be appointed as interim Head of Department for a period of one year to be followed by Professor Schyns for a period of two years.

- **Statistics**
  Professor Adrian Bowman (re-appointment); 1 April 2003 - 31 July 2005.

- **Computing Science**
  Professor Muffy Calder; 1 August 2003 – 31 July 2007.

- **Mathematics**
  Professor Nick Hill; 1 August 2003 – 31 July 2007.
40.1.2 Acting Headship of the School of Nursing

Court approved the nomination of the Faculty of Medicine (including the Dental School and the Nursing and Midwifery School) of Ms Joan McDowell as the Acting Head of the School of Nursing and Midwifery for the period 1 January 2003 to 30 June 2003.

40.1.3 Deanship of the Faculty of Arts

Court noted the report of its Committee of Recommendation and agreed:

• that Professor John Caughie be re-appointed as Dean of Arts for a period of four years until 31 July 2007;

• that the Dean be charged with addressing the management arrangements within the Faculty so that there is appropriate and effective support for the Dean;

• that the Director of Human Resources, and the Human Resources Committee as appropriate, address the issue of the integration of Deans back into their academic activities when they demit office.

40.1.4 John Millar Chair of Law

Court noted that Dr Adam Tomkins had accepted the position of the John Millar Chair of Law with effect from 1 August 2003 and, in accordance with the provisions of Resolution 263, Court agreed that the Chair be designated the John Millar Chair of Public Law.

40.2 Change of Title of Personal Professorship

Court noted that the Secretary of Court, acting under delegated authority on behalf of Court, had approved the change in title of Professor Mike French to that of Professor of Economic and Social History.

40.3 Chair of Accounting

Court noted that Mr J Kendrick Shackleton, formerly a Reader in the Department of Accounting and Finance, had accepted the position of the Chair of Accounting to replace Professor Carol Adams with effect from 18 November 2002. Court also noted that following discussions with the Principal Professor Shackleton would be known as the Professor of Accounting History.

40.4 Draft Resolutions of Court

Court agreed to transmit the following Draft Resolutions, as set out in Appendices 1 and 2 to the report, to Senate and to the General Council for consideration:

• Draft Resolution 498 – Regulations for the Award of the Degree of Bachelor of Theology (BTh) – Free Church of Scotland.
• Draft Resolution 499 – Regulations for the Award of the Degree of Doctor of Education.

40.5 Gifts Benefactions and Bequests

Court noted the receipt of the following bequests:

• The late Mrs Sheila Eccles ARMOUR: £19,640.06 to the Faculty of Veterinary Medicine.

• The late Miss Sheila Audrey Margaret Seaton ROBERTSON, £56,231.71, to be used to establish a fund to be known as the James Andrew Robertson Fund for the benefit of medical research. The sum represents the final payment from the UK estate of the late Miss Robertson and is in addition to £290,000 received already from the said UK estate and to £343,780 received in 2000 from the South African estate, for the same purpose. The payments were reported to Court at the time of receipt.

• The late Mrs Christina G KILGOUR, widow of the late Dr Andrew Kilgour, former Principal Lecturer of Classics at Jordanhill College of Education: £15,000 for the promotion of the Classics, especially the study of Greek language and art. The legacy was in addition to a sum received in January 2002 and reported to Court at that time. The University also receives annual royalties from the Scottish Classics Group under the Will; the royalties had previously been bequeathed to Mrs Kilgour by her late husband and are also to be used for the promotion of the Classics, especially the study of Greek language and art.

40.6 Amendments to the Constitution of the Glasgow University Union

Court noted that the Secretary of Court, acting under delegated authority and on behalf of Court, had approved minor amendments to the Constitution of the Glasgow University Union to permit the addition of the category of Temporary membership to the existing categories of Ordinary, Life Associate and Honorary Member.

40.7 Calendar of Actions

Court noted the report.

40.8 Management of Compulsory Redundancy Protocol

Closure of the Department of Ophthalmology

The Principal informed Court that the possibility of the closure of the Department had arisen following a Faculty Review and the retirement of the academic Head of the Department. Although it was considered there was no need for the continuation of an academic programme the activity would nevertheless continue under the aegis of the North Glasgow National Health Service Trust. Court noted that, under the terms of the protocol, the two technicians affected by the proposed closure would be assisted to obtain suitable alternative posts in accordance with
the Redeployment Procedure. The Secretary of Court undertook clarify the latest position in this regard as well as sending a copy of the Faculty Review to Mr Russell.

Court **agreed** that the Department of Ophthalmology should be closed with effect from 30 April 2003.

It also **agreed** that a Redundancy Committee be established in accordance with the provisions of the Management of Compulsory Protocol and that a Structural Change Committee be established, with membership as follows, to advise the Redundancy Committee for the purpose of Management of Compulsory Redundancy Protocol:

Professor Michael Farthing (Dean)
Professor Jim McKillop
Mrs Fiona McLachlan (Human Resources Manager)

40.9 Appeal against the Decision of a Disciplinary Tribunal

Court **noted** that the Disciplinary Tribunal established to hear the case of a member of staff in the Faculty of Medicine (Minute 11.20 refers) had agreed to dismiss the member of staff who subsequently appealed against that decision.

Court also **noted** that Doris Littlejohn JP, a former President of the Employment Tribunals (Scotland), had indicated her willingness to serve as the person appointed to hear the appeal.

41 date and time of next meeting

The Secretary of Court confirmed that the use of the Melville Room as a venue for the meeting of Court was an experiment and requested that members and attendees pass their comments, positive of negative, about the suitability of the room to the Court Office.

Court noted that the next meeting will be held in the Seminar Room of the Business School at 4pm on Wednesday 19 February 2003.