University of Glasgow

COURT

Minute of the meeting held in the Senate Room on 6 February 2002

PRESENT:
Mr Greg Hemphill (Rector)
Mrs Joy Travers (Chancellor’s Assessor)
Professor Sir Graeme Davies (Principal)
Mr Henry Adams
Mr Norman Berry
Professor Graham Cale
Mr J Scott Cairns
Professor Andrew Christie
Dr Jocelyn Dow
Dr Alastair Hunter
Mr Alistair J Mack
Ms Katherine Milne (Assessor, Students Representative Council)
Dr Geoffrey Moores
Dr Keith Nimmo
Ms Kate Phillips
Mr Ian Russell
Mr Michael Sandford
Professor John Sewell
Mr Tim Shand (President, Students Representative Council)
Professor David Watt
Dr Judy Wilkinson

ATTENDING:
Mr Dugald M Mackie (Secretary of Court)
Mr Mike Brown (Director of Publicity Services)
Dr Ron V Emanuel (Vice-Principal - by invitation)
Professor Michael Farthing (Executive Dean of Medicine)
Professor Peter H Holmes (Vice-Principal - by invitation)
Mr Ian Hawkins (Administrative Officer)
Ms 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 (Clerk of Senate - by invitation)
Mr Fergus Neil (Faculty Secretary - Medicine)
Dr Margaret Reid (Head of Department of Public Health)
Mr Michael Yuille (Director of Finance)

APOLOGIES:
Mr Eamon Fitzgerald
Mr Ronald G Graham
Dr Craig Reedie
WELCOMES

Court welcomed Professor Andrew Christie and Dr Keith Nimmo to their first meeting of Court as Lay Members of Court.

Court also welcomed Professor Michael Farthing and Mr Fergus Neil of the Faculty of Medicine and Dr Margaret Reid of the Department of Public Health to the meeting for discussions of items recorded at minute 40 and minute 41.3 respectively.

MINUTE OF LAST MEETING

Court approved the minutes of the meeting held on 12 December 2002.

MATTERS ARISING

38.1 Student Unions (Minute 6.3 of 10 October, 13.6 of 14 November and 24.1 of 12 December 2001)

Court noted that a report on the outcome of the further discussions between the Secretary of Court and the representatives of the GUU, QMU and SRC on a more inclusive and less exclusive basis for Student Union membership within the University would be made to the next meeting of Court.

38.2 Restructuring the University (Minute 24.2)

The Principal reported that he had delivered a presentation to a series of meetings with staff and that the overheads which accompanied it would be available on the web.

He also reported that he, together with the Chancellor’s Assessor, the Secretary of Court and the Director of Finance, had been called to attend a meeting, that morning (6 February) with SHEFC to report on the University’s financial position. At the meeting it was agreed that the University was proceeding in a direction that appeared to meet the Funding Council’s requirements.

38.3 Research and Enterprise - Report on Activities in 2000-01 and Proposals on Operational Delegations (Minute 24.5)

Court noted that the report on the activities in 2000-01 of Research and Enterprise will be re-submitted, with the benefit of the comments of the Advisory Board on Research and Enterprise, to the June meeting of Court.

38.4 Financing the Residences (Minute 24.6)

Court received a petition in the following terms with some 1300 signatures which was presented by the SRC:

“We the undersigned oppose the sale of University accommodation to a housing association.

Private ownership of the halls of residence will mean Glasgow University evading its duty to directly provide secure accommodation for students.

We believe this transfer of ownership will inevitably lead to

- higher rents
- unacceptable cost-cutting in the provision of services

Job Security for current halls staff will also be put at risk.”
The Principal reported that he would formally acknowledge receipt of the petition and respond to the SRC.

38.5 University Teacher/Senior University Teacher Policy (Minute 25.6.1)

The Vice Principal (Staffing) reported that, as authorised by Court at its last meeting, he and the Director of Human Resources had agreed a number of minor amendments to the approved policy which included the reporting of any appointments to University Teacher or Senior University Teacher posts or the transfer of any posts to such grades to the Human Resources Sub-Committee (Academic and Related Staff). He also reported that the policy had been placed on the University Intranet and that further detailed discussions with the GAUT on their concerns were due to be held later in the month.

38.6 Management of Organisational Change Policy (Minute 25.6.3)

Court noted that comments from the full time union officials regarding the Management of Organisational Change policy had been received by the Director of Human Resources and he reported no substantive changes to the Policy.

38.7 Resource Strategy Committee

Court agreed that the membership of the Resource Strategy Committee be extended to include one lay member of Court and one Senate Assessor.

[Note from the Secretary of Court - Following the meeting Mr Henry Adams was identified as the lay member of Court on the Resource Strategy Committee and Dr Jocelyn Dow as the Senate Assessor]

38.8 Agresso (Minute 26.1.3)

The Director of Finance reported that the latest monthly financial reports had gone out to the relevant budget holders on 4 February 2002 and that the earlier monthly reports were being rolled out from that date with the position expected to be regularised by the middle of the following week.

38.9 Headship of the Department of Theology and Religious Studies (Minute 28.3)

For the record Court noted that Dr Mona Siddiqui, the Head of Department designate, was a Lecturer.

38.10 Headship of the Department of Geography and Topographic Science

The Secretary of Court reported that the term of office of Professor Chris Philo as Head of the Department of Geography and Topographic Science would be 1 April 2002 to 30 September 2005.

38.11 Review of the Department of Adult and Continuing Education (Minute 30.9)

Court noted that the external assessors on the Committee of Review established at its last meeting had been identified as Professor Stella Parker of the University of Nottingham and Professor Frank Coffield of the University of Newcastle, the latter having assisted the University before in its merger with St Andrew’s College.
38.12 Grievance Committee (Minute 30.16)

Court noted that consideration of the grievance issued by the member of staff in IBLS had not yet been concluded but it was expected that the outcome would be reported to its next meeting.

38.13 Student Complaints (Minute 31)

The Secretary of Court reported that Universities UK had only very recently published its proposals for a system to address student complaints and that a report on the proposal would be submitted to the next meeting of Court along with further information on the Scottish-based initiative.

39. CHANGE IN ORDER OF AGENDA

Court agreed to consider paper 9, Faculty of Medicine - Report of the Departmental Working Group as the next item of business.

40. FACULTY OF MEDICINE - REPORT OF THE DEPARTMENTAL WORKING GROUP

Court noted the report of the Working Group and endorsed the following recommendations,

1. General

1.1 The Faculty be restructured into six Research Theme-lead divisions and three additional divisions comprising the Dental School, the School of Nursing and Midwifery and for Education and Administration. Detailed composition of divisions will be confirmed following further consultation with Research Theme leaders and Heads of Department.

<table>
<thead>
<tr>
<th>Divisions</th>
<th>Head of Division</th>
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</thead>
<tbody>
<tr>
<td>Cardiovascular and Medical Sciences</td>
<td>Professor John L Reid</td>
</tr>
<tr>
<td>Cancer and Surgical Sciences</td>
<td>Professor Barry Gusterson</td>
</tr>
<tr>
<td>Infection, Inflammation and Immunity</td>
<td>Professor Eddy Liew</td>
</tr>
<tr>
<td>Health of Communities</td>
<td>Dr Margaret Reid</td>
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<tr>
<td>Developmental Sciences</td>
<td>Professor Ian Greer</td>
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<tr>
<td>Neurosciences</td>
<td>Professor Graham Teasdale</td>
</tr>
<tr>
<td>Dental School</td>
<td>Professor David Wray</td>
</tr>
<tr>
<td>School of Nursing and Midwifery</td>
<td>Ms Nora Kearney</td>
</tr>
<tr>
<td>Administration and Education</td>
<td>Mr Fergus Neil</td>
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</tbody>
</table>

Heads of Division will serve for a period of 4 years from 1 August 2002 (with an option to extend for a further 2 years) and will be members of the newly constituted Faculty Management Board.

1.2 Further work will be required on the staffing profiles of these divisions.

1.3 Further work be undertaken to determine the future place of the departments of Orthopaedics, Ophthalmology, Anaesthesia, Clinical Physics and Pathological Biochemistry which do not easily fit within the proposed structure.

Court further noted specific actions relating to each of the new Divisions as set out in the report.
41 MINUTES AND REPORTS OF COURT COMMITTEES

41.1 Finance Committee

1. Transparency Review 2000-01 (Minute F.19)

The Director of Finance reported that the return made by the University to SHEFC consisted of five percentage figures which had been derived from the time data submitted by individual members of staff. He stated that the returns for 1999-2000 and for 2000-01 were almost identical. The Principal informed members that the returns showed that the University’s non-publicly funded activities were subsidising its publicly funded activities.

Court agreed that the information on the SHEFC web site relating to the transparency review be circulated to the lay members of Court and to the Senate Assessors.

2. Universitas 21 (Minute F.21.2)

Court noted that the University would not be involved directly in the first programmes to be offered by U21 in the Spring of 2003 although it is likely to be involved in the quality assurance of those programmes.

Court otherwise noted the report of the Finance Committee held on 23 January 2002.

41.2 Human Resources Committee

Court noted the report of the Human Resources Committee held on 23 January 2002 and considered separately the items on Health and Wellbeing.

41.3 Health and Wellbeing

Court noted the report from the Human Resources Committee on Health and Wellbeing and considered separately the following documents:

1. Health and Wellbeing Strategy

Court approved the strategy on Health and Wellbeing as set out in the report.

2. Physical Activity Policy

Court approved the policy on Physical Activity as set out in the report.

3. Stress in the Workplace Campaign

Court approved the Stress in the Workplace plan of action as set out in the report.

4. Summary of Actions and Costings

Court noted the Summary of Actions and Costings relating to the Health and Wellbeing Strategy, the Physical Activity Policy and the Stress in the Workplace Campaign as set out in the report.

41.4 Estates, Planning and Strategy Committee

Court noted that the Sustainable Development Working Party was a sub-group of the Amenities Committee and that the University’s commitment to sustainability was based on a broad view from across the University including education, transport, recycling and waste management. It was expected that a report from the Amenities Sub-Committee regarding good practices in sustainability would be submitted to Court later in the year.
Court otherwise noted the report of the Estates, Planning and Strategy Committee held on 14 January 2002.

41.5 Safety Directorate

1. Fire Safety Management - Mechanisms for Management Oversight

Court noted that the high level of call outs to the Gilbert Scott Building and the Murano Street Residences had now been reduced and the Fire Brigade was so far content with the University's actions in this regard.

2. Disabled Egress in an Emergency

Court noted that the University did not seek to exclude students on the grounds of accessibility/egress but it had to be recognised that it was not in a position to guarantee access to all its buildings some of which had been constructed in the nineteenth century.

Court approved the Policy on Disabled Egress in an Emergency and noted that it would take time to evolve the operational details of the most effective emergency procedures in the various buildings across the University.

The report of the Safety Directorate held on 3 December 2001 was otherwise noted.

41.6 Joint Committee (Manual and Ancillary)

Court noted the report of the Joint Committee (Manual and Ancillary) held on 5 December 2001.

41.7 Joint Committee (Court/GAUT)

Court noted the report of the Joint Committee (Court/GAUT) held on 5 December 2001.

42 MINUTES AND REPORTS OF JOINT COURT/SENATE COMMITTEES

42.1 Resource Strategy Committee

1. Admissions Targets 2002

Court noted members' concerns regarding the reduction in the target for non-graduating and part-year EU exchange students in 2002.

2. The e-Institute

Court noted that the e-Institute was not a profit making institution in the sense that it was not a purely commercial enterprise. Nevertheless it was required to generate resource over a five year period secured through co-operative research together with private sector and Scottish Enterprise contributions.

Court otherwise noted the report of the Resource Strategy Committee held on 15 January 2002.
42.2 Education Committee

1. Universitas 21 Student Network

Court agreed that Staff Development Service and Teaching and Learning Service be requested to provide training in cross-cultural communications as part of the induction training for all categories of staff and for those staff already within the University who have a functional responsibility for international students.

Court otherwise noted the report of the Education Committee held on 17 January 2002.

42.3 Research Planning and Strategy Committee

Court noted the report of the Research Planning and Strategy Committee held on 17 January 2002.

42.4 Student Welfare Committee

Court noted the report of the Student Welfare Committee held on 6 February 2002.

43 COMMUNICATIONS FROM SENATE

43.1 Recommendations for the Award of Honorary Fellowships

Court approved the following nominations for the award of Honorary Fellowships:

- Mr George Lambert Barr
- Mr Lawrence C Reynolds
- Mr Donald Wintersgill

43.2 Constitution: Andrew Hook Centre for American Studies

Court approved the constitution of the Andrew Hook Centre for American Studies as attached to the principal copy of the minute.

Court otherwise noted the communications from Senate held on 31 January 2002.

44 REPORT FROM THE MANAGEMENT GROUP

The Secretary of Court reported that the level of risk to the University associated with the re-procurement of ClydeNET was minimal and that, in any event, the venture was paid for and underwritten by SHEFC.

Court otherwise noted the report from the Management Group.

45 REPORT FROM THE SECRETARY OF COURT

45.1 Appointment of the Head of the Department of Economic and Social History

Court agreed the recommendation of its Appointing Committee that Professor Ray Stokes be appointed head of the department of Economic and Social History from 1 August 2002 to 31 July 2006.
45.2 **Constitution of the Students’ Representative Council - Crichton Campus**

Court **approved** the Constitution of the SRC - Crichton Campus as attached to the principal copy of the minute.

45.3 **Calendar of Actions**

Court **noted** the report.

45.4 **Gifts, Benefactions and Bequests**

Court **noted** the following gifts:

- The late Miss Sheila Audrey Margaret Seaton Robertson, £140,000, 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 part of the UK estate of the late Miss Robertson and is in addition to £150,000 received in 1998 from the UK estate and £343,780 received in 2000 from the South African estate, for the same purpose.

- The late Janet Allan: £1,366 (in addition to £20,860 reported to Court in 1999 and 2000), for the benefit of the Vet School and Hospital.

- The late Mrs Christina G Kilgour, widow of the late Dr Andrew Kilgour, former Principal Lecturer of Classics at Jordanhill College of Education: £70,000 for the promotion of the Classics, especially the study of Greek language and art. The legacy is in addition to annual royalties from the Scottish Classics Group for 1998 and 1999. The royalties had been bequeathed to Mrs Kilgour by her late husband and are also to be used for the promotion of the Classics.

45.5 **Appointments to Committees**

Following the retiral of Dr Robert Gemmill as a Co-opted Member of Court, the retiral of Dr Forbes Macpherson as the Chancellor’s Assessor, his replacement by Mrs Joy Travers and the appointment of Professor Andrew Nash as the Clerk of Senate a number of vacancies had arisen on the Committees of Court.

Court therefore **approved** the following appointments to its Committees:

**Audit Committee**
Dr Keith Nimmo

**Estates Planning and Strategy Committee**
Professor John Sewell

**Finance Committee**
Professor Andrew Christie
Dr Jocelyn Dow

**Health Safety and Environment Committee**
Five Ex-Officio Members - Head of Safety and Environmental Protection Service, Head of Radiation Protection Service, Head of Medical Service, a nominee of the Director of Estates and Buildings and a nominee of the Director of Human Resources

**Joint Court/GAUT Committee**
A Senate Assessor

**Joint Court/Secretarial/Clerical**
Dr Judy Wilkinson
Joint Court/Manual and Ancillary
Dr Geoffrey Moores

Information Strategy Committee
Professor David Watt

Research Planning and Strategy Committee
One Student Representative nominated by the SRC
A Senate Assessor appointed by Court (Professor John Sewell)
A representative of Senate appointed by Senate

[Notes from the Secretary of Court
1. Following further consideration by the Convener of the Research Planning and Strategy Committee (the Vice-Principal (Research)) and the Principal it was proposed that it would be more appropriate for this Committee to report to Senate alone rather than being a joint Committee of both Court and Senate.
2. Also see minute 38.7 for additions to the membership of the Resource Strategy Committee]

45.6 Chair of Agriculture

The Secretary of Court reported that the Scottish Agricultural College had identified Professor Bill McKelvey as its new Chief Executive and Principal subject to formal ratification of his appointment. Historically this appointment carried with it the Chair of Agriculture at Glasgow University and Court therefore agreed that, subject to his formal appointment as Chief Executive and Principal of the Scottish Agricultural College, Professor Bill McKelvey be appointed to the Chair of Agriculture with immediate effect.

Court noted that there were no resource implications for the University associated with this appointment.

46 APPOINTMENT OF PRINCIPAL

Court noted that the Principal was due to retire on 30 September 2003. Court agreed that the process of identifying his successor should begin in the near future and therefore approved the following:

1. Timetable and Search Process
   - The establishment of a Search Committee
   - When the Committee had decided on how to proceed (which may include the use of recruitment consultants), it would advertise the vacancy widely in such a way as to allow direct application and nomination by third parties. In addition, the Committee would seek nominations from members of the University and senior figures in other universities (in the United Kingdom and further afield), government agencies (such as the Research Councils) and commerce and industry.
   - The Committee may choose to enlist the help of a senior external figures to provide advice on the suitability of candidates.
   - While in no way ceding its right to make the appointment, Court should encourage the Committee to come forward with a sole nomination
   - The Committee should aim to make a recommendation to Court no later than October of this year.

2. Search Committee
Court noted that the approval of the Chancellor would be sought for the formal designation of the Principal to act as his/her deputy, i.e. as Vice-Chancellor. Court also noted that the Rector would seek to represent the views of students on the Committee.

47 DATE OF NEXT MEETING

The next meeting of Court would be held on Wednesday 13 March at 4pm.