

Court

Minute of Meeting held on Wednesday 12 December 2012 in the Senate Room

Present:

Mr David Anderson General Council Member, Ms Susan Ashworth Employee Representative, Mr Ken Brown Co-opted Member, Dr Robin Easton Co-opted Member, Professor Christine Forde Senate Member, Dr Marie Freel Senate Member, Mr James Harrison SRC President, Mr Brian McBride General Council Member, Mr Alan Macfarlane General Council Member, Mr Donald Mackay SRC Member on Court, Mr Murdoch MacLennan Chancellor's Representative, Ms Margaret Anne McParland Employee Representative, Professor William Martin Senate Member, Ms Margaret Morton Co-opted Member, Dr Alan Owen Senate Member, Professor Miles Padgett Senate Member, Mr David Ross General Council Member (Convener of Court), Professor Michael Scott-Morton Co-opted Member, Professor Adrienne Scullion Senate Member, Dr Donald Spaeth Senate Member, Mr Kevin Sweeney General Council Member

In attendance:

Ms Ann Allen (Director of Estates & Buildings), Professor Steve Beaumont (Vice-Principal Research & Enterprise), Mr Ian Black (Director of Human Resources), Professor John Briggs (Clerk of Senate), Professor John Chapman (Head of College of Science & Engineering and Vice-Principal), Professor Frank Coton (Vice-Principal Learning & Teaching), Professor Anna Dominiczak (Head of College of Medical, Veterinary and Life Sciences and Vice-Principal), Mr Robert Fraser (Director of Finance), Ms Deborah Maddern (Administrative Officer), Mr David Newall (Secretary of Court), Professor Andrea Nolan (Senior Vice-Principal), Professor Murray Pittock (Head of College of Arts and Vice-Principal)

Apologies:

Members: Mr Peter Daniels Co-opted Member, Rt Hon Charles Kennedy MP Rector, Cllr Matt Kerr Glasgow City Council Assessor, Professor Anton Muscatelli Principal

Attenders: Professor Anne Anderson (Head of College of Social Sciences and Vice-Principal), Professor Neal Juster (Vice-Principal Strategy & Resources)

CRT/2012/12. Announcements

Court welcomed Professor Christine Forde and Donald Mackay to their first meeting of Court. Court also welcomed John Lauwerys as observer. Mr Lauwerys was undertaking a review of Court governance.

CRT/2012/13. Minutes of the meeting held on Wednesday 10 October 2012

The minutes were approved.

CRT/2012/14. Matters Arising

With regard to minute *CRT/2012/5.3 Consultation Outcomes – Nursing and Health Care*, Court would receive an update report at the February 2013 meeting. In the meantime, positive discussions were being held with Glasgow Caledonian University.

With regard to minute *CRT/2012/6.7 Student Lifecycle Project /MyCampus*, meetings had been held with Colleges, the SRC and support services, where feedback had shown that there were improvements since last year but still areas that needed to be addressed; many of these related to better use being made of the system rather than changes to the system itself. The Direct Admissions element was still to be implemented.

With regard to minute *CRT/2012/4.3 Stevenson Building Extension/GUU Social Facility*, the building project was progressing well, with planning permission being sought for a March 2013 start. With respect to the Queen Margaret Union reviewing its forward plan, given the difficult business environment in which it was operating, the union had been working with external consultants and it was expected that the Student Finance Committee would look at the revised plan in early 2013.

CRT/2012/15. Report from the Principal

In the absence of the Principal, Professor Nolan was available to respond to questions on the report from the Principal.

CRT/2012/15.1 Student Admissions

At the last meeting, Court had noted data from the 2012 applications and admissions cycles, and an update on RUK undergraduate recruitment, where there had been a drop in numbers UK-wide, and where the University was pursuing a very active recruitment strategy to maintain its position.

Court noted an update on admissions figures. With regard to registrations, there had been a reduction in total PGT registrations year on year, with home/EU registrations contracting and International registrations growing. Further details would be circulated to Court.

CRT/2012/15.2 Outcome Agreements

At the October meeting, Court had been reminded that it had agreed earlier in the year that a draft Outcome Agreements paper, that was going to SMG, should also be circulated to Court, and that authority to sign off the agreement be delegated to the Convener of Court and the Principal. The agreement had been submitted to the Funding Council in mid July.

The SFC had advised that a number of funding streams would be available in the forthcoming HE budget and had requested bids ahead of the indicative grant letter to be issued in mid December. The University had prepared bids in priority areas identified by the SFC, and in line with the University's strategic plan. A summary of progress to date and future plans was noted by Court.

CRT/2012/15.3 Key Activities

Court noted a summary of some of the main activities in which the Principal had been involved since the last meeting of Court, covering internal and external activities beyond daily operational management and strategy meetings. The activities were under the broad headings of: Academic Development and Strategy; Internationalisation activities; Lobbying/Policy Influencing and Promoting the University; Internal activities and Communications.

CRT/2012/16. Report from the Secretary of Court

CRT/2012/16.1 Pensions Liability

Court was reminded that three individuals present at the meeting, Andrea Nolan, David Newall and Margaret Anne McParland, had an interest in the matter, being trustees of the University of Glasgow Pension Scheme (UGPS).

At the October meeting, Court had received correspondence from the Chair of the Trustees of the UGPS, advising that the UK's Pensions Regulator had raised concerns regarding the UGPS deficit recovery plan, as submitted by the University in 2011. This plan had been intended to fund a pension scheme deficit as calculated in April 2010. In the time since then, the deficit had increased significantly, largely because of the low rate of return applying to bonds, which had had the effect of increasing the value of pension liabilities.

The Chair of the Trustees and the Pension Scheme Actuary had met the Principal, the Convener of Court, the Chair of Finance Committee and the Director of Finance. The Chair of the Trustees had briefed the meeting on the action currently being taken by the UGPS Trustees. This involved an independent review, by KPMG, of the strength of the University's financial covenant, a review of arrangements for funding the UGPS deficit, and a review of the Trustees' investment strategy. It had been clear that, in seeking to address the pension scheme deficit, the Trustees would ask the University to increase substantially its financial commitment to the scheme.

The Trustees had met on 22 November to discuss these issues further. On 12 December, Court had received extracts of a letter to the Principal from the chair of the Trustees following that meeting, in which letter the Trustees had outlined their aim to remove the deficit, and various options that existed to achieve this, including an increased level of annual contributions. The Trustees were seeking Court's view on this and on other proposals relating to the investment strategy.

In advance of the Court meeting, the Convener had suggested that Court might wish to establish an expert working group to provide advice. Its suggested terms of reference had also been provided. The group would review proposals for addressing the current UGPS deficit, and would also consider the future benefit structure of UGPS, given the need for future pension arrangements to be financially sustainable. It would:

1. receive all correspondence to the University from the Chair of the UGPS Trustees regarding the funding of the UGPS deficit;
2. invite the Principal, in discussion with SMG colleagues and in consultation with the relevant campus trade unions, to prepare proposals for responding to the Trustees' concerns regarding the funding of the UGPS deficit;
3. invite the Principal, in discussion with SMG colleagues and in consultation with the relevant campus trade unions, to make suggestions as to the appropriate future benefit structure of the UGPS;
4. consider the submissions received per 2 and 3 above, seeking expert advice where the group considers this was required; and
5. report to Court in April 2013, making recommendations on:
 - how it should respond to the UGPS Trustees' concerns regarding the funding of the UGPS deficit, and
 - the future benefit structure of the UGPS.

Court approved the proposal to proceed in this way. The Convener would brief the Chair of the UGPS Trustees on how Court intended to take the matter forward.

CRT/2012/16.2 Review of Court's Effectiveness

The report would be brought to the February 2013 meeting of Court.

CRT/2012/16.3 Western Infirmary

Since the last meeting of Court, senior officers of the University and NHS Greater Glasgow & Clyde had come to agreement on terms for the transfer of Western Infirmary Site B, and the Pharmacy Production Unit, to the ownership of the University. It was expected that legal documents would be concluded shortly.

CRT/2012/16.4 Review of Higher Education Governance/ Scottish Code of Governance

Following publication of the Von Prondzynski report on 1 February, the Cabinet Secretary for Education had made a parliamentary statement on 28 June, which had included an announcement by the Minister that he was asking the Scottish Funding Council to take forward the establishment of an HE Advisory Forum, and that he had asked the Committee of the Scottish Chairs of Higher Education Institutions to lead a group to develop a new Scottish Code of Good Higher Education Governance.

Court members had received a copy of a letter from Kevin Clarke and Peter West, in their capacity as consultants appointed by the Committee of Scottish Chairs to support the work of the Steering Group in developing a new Scottish Code of Governance. Peter West would visit the University on 18 December as part of this exercise, and would meet with several members of Court, including staff, student and lay representatives.

CRT/2012/16.5 Post-16 Education (Scotland) Bill

On 28 November, the Scottish Government had presented its bill for legislation on Post-16 Education. Following committee scrutiny, it was likely that an Act would be passed in the autumn of 2013. The bill focused largely on the Further Education, but 4 matters related to universities:

- Section 3, which would place a requirement on universities to comply with principles of good governance as a condition of SFC grant. This Section was apparently intended to provide a statutory basis for compliance with the Scottish Code of HE Governance. However, as drafted, it required compliance with principles of good governance and management practice, as might appear to the Scottish Ministers to constitute good practice in relation to higher education institutions from time to time. It was noted that this text therefore required careful consideration as it threatened the autonomy of Universities and that Universities Scotland would be making representations on the draft.
- Section 4, which addressed widening participation, and would enable SFC to require a 'widening access agreement' as a condition of grant to institutions.
- Section 5, which would cap RUK fees at the level of the highest fees payable elsewhere in the UK.
- Section 6, which would give SFC power to conduct reviews of fundable further and higher education, building from its existing duty to secure coherent provision.

CRT/2012/16.6 Nominations Committee/Lay members of Estates Committee

Following Morris Murray's departure as a lay member of the Estates Committee, the University had advertised for a new lay member, with suitable skills and experience to contribute in particular to the development of the Campus Estates Strategy.

Nominations Committee had recommended to Court that Steve Inch and David Milloy be co-opted to membership of the Estates Committee. Court members had approved this following its October meeting.

CRT/2012/16.7 Senate Assessor on Court

Professor Christine Forde had been elected to Court, to the professorial Social Sciences vacancy (arising from Eleanor Gordon's departure from Court) from 8 October 2012 until 31 July 2016.

CRT/2012/16.8 Student Representative on Court

Donald Mackay had been appointed as SRC Assessor on Court until 31 October 2013.

CRT/2012/16.9 Heads of School

The following Senate Assessors would serve on appointing Committees for Heads of Schools where vacancies were occurring during 2013:

College of Social Sciences

Adam Smith Business School (current head Prof Farhad Noorbakhsh)

Dr Alan Owen would be the Senate Assessor on the appointing committee.

School of Law (current head Professor Rosa Greaves)

Dr Marie Freel would be the Senate Assessor on the appointing committee.

On Court's behalf the Secretary of Court had agreed to an extension of a term of office as follows:

College of Arts

School of Modern Languages and Cultures

Professor John Macklin's term of office would end on 31 December 2013 rather than 31 July 2013.

Court approved an extension of a term of office as follows:

College of MVLS

School of Dentistry

Professor Jeremy Bagg's term of office would be extended from 1 August 2013, for a further period to be determined by the Vice-Principal and Head of College. This would bring the appointment into line with appointments of Heads of Subject, which did not require to be made by Court. It had previously been agreed at the time of the restructuring that, while the Dental School was not formally a School in the terms of the restructure proposals, it should have its Head appointed formally by Court, given the significance of the role in interfacing with the NHS. Post-restructure, that concern had steadily diminished.

CRT/2012/16.10 Induction Session for Court and committee members

An induction Session for new members of Court and lay members of Court committees would be held on 5 February 2013.

CRT/2012/16.11 Court meeting at Dumfries Campus

The 10 April 2013 meeting of Court would be held at the Dumfries Campus.

CRT/2012/16.12 Resolutions

The following draft Resolutions had been approved and were with the Senate and General Council for consultation. A copy of the Resolutions was available from the Court Office.

DRAFT RESOLUTION 656 - FOUNDATION OF THE DONALD J ROBERTSON CHAIR OF ECONOMICS

DRAFT RESOLUTION 657 - CHANGE OF NAME OF THE CHAIR OF INFECTIOUS DISEASES (AMENDMENT TO ORDINANCE NO 329. – (GLASGOW NO 94))

CRT/2011/17. Learning and Teaching Strategy

Professor Frank Coton updated Court on the Learning and Teaching Strategy, including performance against Key Performance Indicators, under the key strategic aims of shaping the University Learning Community; Excelling in Learning and Teaching; and Delivering an Excellent Student Experience. KPIs were noted with regard to Undergraduate student satisfaction, where the feedback was very positive; to student Progression, where progress continued to be made in relation to student retention, and where key developments that would impact on this area were the restructuring of the Student Learning Service within the Learning and Teaching Centre, including the establishment of a Writing Centre, and the Retention Working Group recently applying to join a national project on student retention; and on Job Prospects, where performance was very good but action was being taken to strengthen the position further via a strong institutional focus on Graduate Attributes, Expansion of the Club 21 placement scheme, and new appointments including a Careers Enterprise Manager.

As Court had heard previously, the 2011/12 Admissions Cycle had proved to be one of the most challenging in recent years. Undergraduate applications from EU students had risen by 28%. This, coupled with modest growth in the number of Scottish applicants, had put considerable pressure on places in the home/EU pool which was only open to Scottish and EU students. In contrast, the RUK registrations stemming from the 2011/12 Admissions Cycle had a projected intake considerably below target. Overall, international registrations had exceeded the University target despite the negative impact of stricter UKBA rules. However, targets were stretching and if UKBA applied further requirements on universities, there would be additional challenges.

Priorities for the year ahead under the Learning and Teaching area were the development of the University E-learning Strategy; preparation for the Enhancement Led Institutional Review in early 2014; and expanding Widening Access (Top-up/Summer School), where the SFC had recently funded additional places.

Court thanked Professor Coton for the briefing.

CRT/2012/18. Reports of Court Committees

CRT/2012/18.1 Finance Committee

CRT/2011/18.1.1 University Financial Statements as at 31 July 2012

The Director of Finance, Robert Fraser, gave a presentation on the University's financial statements for the year to 31 July 2012.

The operating surplus was £10.3m (£9.8m after exceptional items), which was the seventh consecutive operating surplus after a decade of operating deficits. This was £2.5m better than original budget, with £1.4m from operational movements (including staff savings of £7.2m and increased income of £3.5m offset by higher consumables of £9.1m), £1.4m from movements in endowments and £0.5m from movements in FRS 17 and £-0.8m from University of Glasgow Trust.

Cash and deposit balances had closed at £116.9m, which was an increase of £5.5m in the year. The increase was mainly due to operating cashflows. Capital expenditure for the year was £22.8m which was a decrease of £1.3m compared to 2011. The decrease was largely due to IT systems investment in 2010/11. There was a 1% increase in the value of endowment assets. The deterioration in global stock markets was offset by new bequests.

The net pension liability for the University of Glasgow Pension Scheme and Strathclyde Pension Fund increased by £65.9m mainly as a result of the impact of falling gilt yields. Court received a briefing including details of the assumptions used with respect to the pension scheme liabilities and projections. Calculations were very complicated owing to factors such as estimating lifespans and the huge sways in projections resulting from relatively small changes in yields. As Court had heard, the UK Pensions Regulator was concerned about the deficit within the UGPS, and the University would now be discussing with the UGPS Pension Trustees what should be done to address this concern. Court had agreed earlier in the meeting that it would receive and consider a report on this matter from an independent group in the spring of 2013.

Court approved the University Financial Statements for the year to 31 July 2012.

CRT/2012/18.1.2 Universities Subsidiaries and Trust Financial Statements as at 31 July 2012

Court approved the financial statements of the subsidiary companies and Trust.

CRT/2012/18.1.3 US GAAP

Finance Committee had received consolidated financial statements prepared in accordance with the United States Generally Accepted Accounting Principles (US GAAP) for submission to the US Higher Education Department. From November 2010 the US Department of Higher Education had begun enforcing the requirement for restated financial statements. The requirement arose because of US Department of Education rules for any foreign institution in receipt of federal student loans above a certain threshold.

CRT/2012/18.1.4 Endowments Investment Report

Court noted the Endowments Investment Report at September 2012.

CRT/2012/18.1.5 Financial Overview

Court noted the Period 2 2012/13 Overview of Performance.

CRT/2012/18.2 Audit Committee

Kevin Sweeney presented the annual report from the Audit Committee to Court. Mr Sweeney highlighted the committee's interest in the compliance culture within the institution, which it saw as moving in a positive direction, and that it would retain an ongoing interest in this. Court noted the report, including its conclusion that on the basis of the internal audit work undertaken in the course of the year, and of the comments of the external auditors on the University's financial statements, the Audit Committee believed that the University generally had an adequate framework of internal control.

CRT/2012/18.3 Human Resources Committee

CRT/2012/18.3.1 Management of Organisational Change

At the last meeting, Court had agreed that University management should expand the proposals relating to the Management of Organisational Change policy to clarify processes relating to mitigation and avoidance and that further discussions should be held with the unions and others on their concerns about proposals, particularly regarding mitigation and the composition and powers of the Procedural Review Group. Court had also agreed with a suggestion from Professor Martin that the Procedural Review Group be referred to as the Court Procedural Review Group.

A summary of steps taken since the last meeting, and a revised policy, had been circulated. The paper provided to Court proposed a way forward based upon the consultation undertaken; it also highlighted the Trade Unions' continuing concerns. A letter from the University and Colleges Union Glasgow had also been circulated to Court members by email prior to the meeting, indicating that there remained concerns in particular about the proposed mechanism for 'tier 2' cases.

The Convener advised that given concerns expressed by some Court members close to the time of the present Court meeting, it was proposed that the matter be deferred to the February 2013 meeting of Court, which would provide an opportunity for further discussions to be held.

CRT/2012/18.3.2 Human Resources Key Performance Indicators

Court noted details of Human Resources KPIs, under the agreed headings of acquiring, developing, rewarding and retaining staff; and in relation to Diversity and Motivation.

CRT/2012/18.3.3 Staff Survey 2012

The University conducted biennial staff attitude surveys. In June 2012, a brief set of key highlights from the 2012 Survey had been presented at Court. Court now noted fuller details, including an update on communications and engagement, and noted that relevant parts of the survey had been presented to management and committees across the University. Further tailored presentations would be made to some Schools and Research Institutes. Broad outlines had been placed on the MyGlasgow website, and referred to by the Principal in his podcasts.

The survey had revealed some improvements, and some areas where the scores had declined. The University was taking action to address areas of concern.

CRT/2012/18.4 Estates Committee

CRT/2012/18.4.1 Estates KPIs

Court noted that the current KPI – achievement of 75% of buildings in Condition A/B by 2014/2015 - could not be achieved within the current revenue available and that a new suite of KPIs would be developed by March 2013.

CRT/2012/18.4.2 Sale of property

Court noted Estates Committee's approval of the sale of Glencaple Road, Dumfries to Dumfries and Galloway Homes Ltd in the sum of £540,000 with a leaseback arrangement.

CRT/2012/18.4.3 Beatson Translational Cancer Research Centre

The building at Garscube had recently reached practical completion and had been handed over to the University

CRT/2012/18.5 Remuneration Committee

The report was noted, including details of the Committee's annual review of the salaries of members of the Senior Management Group. The Committee had affirmed its belief that good performance should be rewarded in a tangible way. It had decided that given that the Committee had felt unable to make annual performance related pay awards to SMG in the 4 years since August 2008; and that there had been an albeit modest uplift in national salary scales since 2008 and that many University staff had benefited from incremental increases during that period; and that comparison with others in the sector showed that several members were now being paid considerably less than their counterparts in other Universities, it should make modest performance related increases, ranging from 0 to 3%, to members of SMG with effect from August 2012. It had also agreed that adjustments should be made to the salaries of 5 members of SMG whose salaries were clearly below the levels of equivalent positions at other universities. The Committee, in the absence of the Principal and Secretary of Court, had also agreed that in the light of the Principal's performance, which had been taken into account in the recent Court decision to re-appoint the Principal, the Principal should receive a 3% salary uplift consistent with the highest performance-related award being made to other members of the SMG.

CRT/2012/19. Report from the Rector

In the absence of the Rector there was no report.

CRT/2012/20. Communications from meeting of Senate 6 December 2012

Communications from the meeting of Senate held on 6 December were noted by Court. Senate had received briefings on the Staff Survey; Maximising Academic Performance Career Development; Outcome Agreements; and on the UK Border Agency audit, where Senate had heard that the audit of the University's compliance with 'Tier 4' responsibilities announced for 2012 had not yet taken place, but that preparations were continuing. Court was pleased to note that the UKBA had confirmed renewal of the University's Highly Trusted Status with effect from September 2012 until 24 September 2013.

CRT/2012/21. Any Other Business

There was no other business.

CRT/2012/22. Date of Next Meeting

The next meeting of the Court will be held on Wednesday 13 February 2013 in the Senate Room

Prepared by Deborah Maddern Clerk to Committee deborah.maddern@glasgow.ac.uk



Court - Wednesday 13 February 2013

Principal's Report

Items A: For Discussion

1. Staff Investment

As noted in previous reports to Court, I have been actively involved in the appointment of new staff to Professorships as part of our strategic investment programme in anticipation of the REF and commitment to strengthening research. I am pleased to say that we have been able to make some excellent appointments that promise much for the future. But this is just part our investment. The Colleges continue to manage a very busy recruitment programme. As of the first week in January for example, we have appointed 16 new posts in Arts, 29 in MVLS, 13 in Science & Engineering and 44 in Social Sciences (a total of 102). We have offered posts to 17 in Arts, 6 in MVLS, 5 in Science & Engineering and 7 in Social Sciences (a total of 35) and are currently recruiting a further 7 in Arts, 10 in MVLS, 3 in Science & Engineering and 2 in Social Sciences (22). The total recruitment budget for 12/13 is just over £23m (and includes University Services) and represents investment in Research Leadership posts (Professors), Fellowships, Senior Lecturers and Lecturers, administrative support as well as enhanced dowries and investment in infrastructure. This is an ambitious but crucial drive to enhance the quality of our academic staff and support areas of strategic importance and strength.

2. Trans-national Education – Recent Activity

I thought it would be useful to update Court on recent Trans-national Education activity and will do so under two headings which focus on current activity and potential developments respectively.

2. 1. Transnational Education Provision (at January 2013)

Singapore Institute of Technology

We are offering four undergraduate degree programmes in Engineering in partnership with Singapore Institute of Technology (SIT), in association with local polytechnics UESTC, and will introduce Computing Science from Sept 2013. Programmes are delivered jointly but students receive a University of Glasgow degree.

In association with Ngee Ang Polytechnic (annual target intake – 120 FTE)

- BEng in Mechanical Design Engineering
- BEng in Mechatronics

In association with Singapore Polytechnic (annual target intake – 100 FTE)

- BEng in Aeronautical Engineering
- BEng in Aerospace Systems

In association with Republic Polytechnic (annual target intake – 60 FTE)

- Bachelors degree in Computing Science

By 2015 we will have around 15-20 staff based in Singapore, plus a number of visiting staff for teaching or research purposes.

Discussions have begun on the establishment of a Technology Innovation Centre in Sensor Systems in collaboration with SIT and the partner Polytechnics, and to explore the development of MSc programmes with industry, PhD programmes and further collaborations on research.

University of Electronic Science and Technology of China (UESTC), Chengdu, China

In November 2012, the Ministry of Education in China approved a joint education programme between UESTC and the University for a BEng in Electronic Engineering. This will commence in September 2013 and be delivered jointly in Chengdu in partnership with UESTC. Annual target intake will be c120 FTE. Students receive a degree from both Universities. There may be potential to extend the collaboration in to other subjects eg Maths, Physics and Neuroscience/ imaging. Discussions have also been held in to potential for collaboration in research.

Majan University College (MUC) in Muscat, Oman

This collaboration was established in April 2011 between the University's School of Education and Majan University College (MUC) (the top private college in Oman). This TNE arrangement differs in that the courses are taught exclusively by Glasgow staff through intensive teaching periods in Oman supported by online learning material and fora. University staff are also responsible for the assessment. MUC provides the main interface for all non-academic and administrative student matters and provides the infrastructure to support teaching and learning.

The programmes are at postgraduate level and the student numbers are considerably smaller (c 15 part-time; 7.5 FTE). Students are largely from government ministries.

- MSc in Organisational Leadership
- MLitt in English Language Studies (from 2013-14)

2.2 TNE – Potential Developments

Nankai University, Tianjin, China

Discussions are progressing well with Nankai around a proposal to establish a joint graduate school, which will involve offering joint Masters programmes and dual PhD degrees. A delegation from Nankai came to Glasgow 23-24 January to develop a plan in terms of 3 to 4 initial programmes and discussed among other things numbers on programmes/entry standards; staffing; fee levels. Timescales are still to be agreed but a potential start date of September 2014 is under consideration.

Sun Yat Sen University(SYSU), Guangzhou, China

A delegation from MVLS visited Guangzhou in November 2012 for a joint medical symposium (also with Birmingham). Agreement (commencing in 2013) has been reached on:

- undergraduate student exchanges (10 incoming to the University and we can send as many as we like to SYSU);
- '1+1' arrangement for Masters in Public Health and Masters in Primary Care, with the potential to extend to Masters in Global Mental Health in 2014.

Good links have been established with MVLS providing additional potential for:

- research collaboration in relation to public health (reproductive medicine, environmental epidemiology tobacco control) and medicine (cardiovascular, cancer, immunology, inflammation and infection). A future symposium on stroke is planned for March 2013;

- collaboration in relation to approaches to medical education - proposal to have an annual symposium focused on a particular topic eg assessment, simulation or problem based learning, etc;
- staff exchanges

Maggie Cusack (Geography and Earth Sciences) also visited SYSU in Dec 2012 to progress discussions for potential collaboration with SYSU (2+2 articulation) in Geology/Earth Sciences. This would be in addition to existing articulations in Engineering and Computing Science.

SYSU have also expressed an interest in Glasgow's MSc English Language and Applied Linguistics in the School of Critical Studies (Dr Jennifer Smith is programme leader).

South West University of Finance and Economics (SWUFE), Chengdu, China

A delegation of over 20 senior staff (Deans and Heads of Services) visited Glasgow mid January for a week for CPD training covering: governance arrangements; strategic leadership and change management; human resource development; academic and researcher development; financial management and resourcing; internationalization and developing a global identity; quality assurance and enhancement; delivering the student experience.

Existing links are with Social Sciences (Adam Smith Business School) and discussions were also held on the potential for further collaboration.

3. Senior Management Group

I will update Court on future changes to the group.

4. Nursing and Healthcare

Court members will remember that at the October meeting, it agreed that the internal consultation should formally end, and noted that discussions within the School and College about the possible future configuration of the subject area were at a very early stage, as outlined in our Outcome Agreement with SFC. Any proposal for a future model of provision will be brought back to Senate and Court in due course. Professor Anna Dominiczak will provide a verbal update on progress in discussions to date.

5. Applications for University Places

As Court members may have seen in the press, UCAS has recently released figures from the 2013 applications cycle, showing that the number of people applying to university in the UK has risen by 3.5 per cent, although it has not returned to the level seen before the introduction of higher tuition fees. At Glasgow we have seen a 10.2% increase in demand from Scottish-based students.

There was a significant rise in the number of students from outside Scotland applying to Scottish universities: the overall rise was 7% with the number applying from England up almost 15%.

University of Glasgow Student Applications and Admissions

Data from the 2013 Applications cycle (as at 30 January 2013) indicates a strong increase in applications to Glasgow for Undergraduate and Postgraduate Taught qualifications, with a marginal reduction in Postgraduate Research.

Finally, there has been a 23% increase in international applications

6. Widening Participation

Following the University's submissions to the Scottish Funding Council (SFC) in relation to Outcome Agreements, about which Court has heard at previous meetings, we learned shortly before Christmas that additional places for up to 800 students from low-income backgrounds will be created at the University over the next four years. This will strengthen our existing commitment to helping students who might otherwise miss out on access to higher education. From the academic year 2013/2014 until 2016/2017, an extra 200 places will be available for school leavers and adults, the highest number of opportunities created by this round of SFC investment at any Scottish university. The places will be available to students from the 40% most deprived areas in Scotland.

7. Update – SFC Outcome Agreement 2013-14 - UG and PGT places

In addition to Widening Access the University made bids to SFC for a variety of new funded places for 2013-14 onwards and has been awarded the following:

- Articulation to courses at Dumfries – 16 UG places each year;
- Life Sciences – aimed at skills demand - 25 UG places each year;
- Taught Postgraduate (PGT) – 122 places each year.

Excluding the PGT places, the additional funding from SFC amounts to £1.26m (including the funding for the Widening Access places).

The 122 additional PGT places, which is probably the largest award in Scotland, are for a range of specific subjects across the four Colleges. There might also be an additional allocation of PGT places in respect of our two Innovation Centre bids, when these are finalised. The exact amount of funding will not be known until the University receives the final Grant Letter in March this year.

Finally, the equipment bids for the University's proposed new Innovation Centres are awaiting confirmation of the successful bidders to run the Centres and the University has also made an outline bid for £10m from the Carbon Reduction Scheme with the proposal to replace the existing steam district heating system. We have been shortlisted by SFC for further consideration and asked to provide more detail by the end of February 2013.

Items B: For Information

8. Key activities

Below is a summary of some of the main activities I have been involved in since the last meeting of Court (12 December), divided into 4 themes: Academic Development and Strategy; Internationalisation activities; Lobbying/Policy Influencing and Promoting the University; Internal activities and Communications.

8.1 Academic Development and Strategy

As already noted earlier in this report, I have continued to be involved in interviews for key posts identified in our investment plans and since my last report have interviewed for the Chair of Divinity, the Head of the Adam Smith Business School, a Chair in Aerospace, Professor of Microbiology, Professor in Critical Studies and for Chairs in International Law & Security, Engineering, Physics and Photonics.

I chaired the Universities Scotland Research & Knowledge Exchange Committee meeting on 15 January. Paul Hagan, Director of Research at the SFC was attending to present on the Scottish Knowledge Exchange Organisation and other SFC developments.

I took part in discussions with Dame Barbara Kelly, Convener of the Crichton Foundation, Scottish Government officials, Professor Anne Anderson, Head of College Social Sciences, and Professor David Clark Director of Interdisciplinary Studies Dumfries campus to consider future developments in relation to the Crichton, following the appointment of Dame Barbara as the regional lead.

On 31 January, the University had the pleasure of marking the launch of the Centre for Copyright and New Business Models in the Creative Economy, CREATE, a new collaborative centre, led by Glasgow and involving seven other Universities across the UK. CREATE, an innovative consortium, will examine a range of issues relating to new digital technologies with a view to meeting some of the central challenges facing the UK's creative economy. Located in our Law School, based in Social Sciences, the Centre is built on the foundations of interdisciplinary research across some 8 subject areas drawing on disciplines such as law, economics, management, computer science, sociology, psychology, ethnography and critical studies, spread across the consortium. UK government Minister, Joe Swinson, the Cabinet Secretary for Education and Lifelong Learning, Mike Russell, and Professor Rick Rylance, Chief Executive of the Arts & Humanities Research Council, one of the main funders of the initiative, all spoke at the event launch, and in so doing underlined the importance of this new venture to Scotland and the UK. The University should indeed be proud of its achievement in winning the bid to lead this project. The reception was followed the next by a conference held in the Lighthouse which attracted around 170 delegates, suggesting that CREATE has already captured the interest and imagination of others involved in this field.

On the 6 of February we will officially launch the renamed Adam Smith Business School. The Cabinet Secretary for Education and Lifelong Learning will again be present and will deliver a lecture celebrating the legacy of the Scottish Enlightenment which will be followed by a special dinner in the Randolph Hall. The Adam Smith Business School is enjoying a time of tremendous success and these events embody the confidence we have in its continuing success.

8.2 International Activities

I noted in my previous report that I was traveling to Singapore and China and I can now report back that I had a very fruitful trip and was able to progress discussion particularly in Tianjin and Chengdu. Details of how things are progressing with respect to TNE are covered earlier in the report.

I also had the pleasure of welcoming the delegation from South West University of Finance and Economics (SWUFE), Chengdu, China (14 January), again mentioned under recent developments in TNE, and then of attending a farewell Burns reception held for them in the Hunterian on 18 January.

The following week I met with the delegation from Nankai, who were visiting for two days of discussion and with a view to following through on prospects raised on my visit there, particularly relating to proposals for a joint Graduate School.

8.3 Lobbying/Policy Influencing and Promoting the University

On 17 December and 25 January I attended SFC Board meetings and on the 29 January a meeting of Universities Scotland Main Committee.

I hosted a University–Scottish Enterprise Strategic Dialogue meeting on 18 December and on the 21 January attended a meeting at the City Chambers with George Black Chief Executive Glasgow City Council to progress discussions on the Kelvin Hall development.

That same evening I hosted a dinner in the Lodging for School Head Teachers, an event which is becoming a very successful annual fixture in the calendar, providing an excellent opportunity for Head teachers to meet and to share thoughts and views on education in an informal setting, and hear a little of what the University is doing.

As Court will recall from previous reports, I have been co-chairing a Steering Board with Sir Richard Lambert, the former Director-General of CBI, to develop the initial plan for the UK's National Centre for Universities and Business (NCUB). The Centre is intended by BIS and the devolved administrations to focus on driving economic growth and recovery by strengthening the partnership between business and higher education institutions. On the 28 January, I attended a dinner to mark the launch of the NCUB attended by David Willetts, UK Science Minister. I combined this visit with meetings at HM Treasury and lunch with a potential supporter and donor.

Following an annual tradition, I welcomed the Moderator of the General Assembly of the Church of Scotland, the Right Reverend Albert Bogle to the University on the 29 January and Archbishop Philip Tartaglia on the evening of Sunday 3 February. Both conducted a service in the Chapel and then joined me and other guests for dinner in the Lodging.

On the 4 February I met with Scott Taylor Chief Executive at Glasgow's City Marketing Bureau and the Chief Executive of the Associations of Surgeons of Great Britain and Ireland. The Association is planning a large congress which is due to take place in the SECC in May 2013. Around 1200 surgeons will attend. This was a useful opportunity to meet and establish early contact with the Association, one that we hope will last beyond the congress itself.

I will be attending a seminar (4 February) to be given at the University by Humza Yousaf, Minister for External Affairs and International Development.

Finally on 8 February I will be travelling with colleagues to London to attend the London Burns supper for Alumni and supporters, and will combine this with a meeting at the Russell Group.

8.4. Internal activities and Communications

As has been my previous practice I have held receptions in the Lodgings for the colleges to welcome new academics. I held such a reception for the College of Science & Engineering on 14 January and a dinner for new Economics staff on the 12 February. I will also host a reception for Staff and Student Officers on 4 February.

On the 17 January, I had the pleasure of introducing Professor James Chalmers, at his inaugural lecture as the new Regius Chair of Law. This is the tricentennial anniversary of the founding of the Chair and the School of law is taking the opportunity to celebrate this milestone through a series of high profile lectures and events. Professor Chalmer's lecture, which kick started the year, was held in the Bute Hall, and was attended by around 300, including four Law Lords.

9. Senior Management Group business

In addition to standing and regular items (which include, Recruitment & Admissions update, Risk List, Management Accounts, Audit reports, approval of Research centres, Media activity reports) the following issues were discussed.

SMG Meeting of 19 December

- Auto Enrolment for Pensions
- Update on MRC transfer of SPHSU
- Developments in the School of Interdisciplinary Studies, Dumfries Campus

SMG Meeting of 16 January

- Impact and Knowledge Exchange Strategy (as agreed at the SMG Strategy day in November it was decided to devote most of the January SMG agenda to consideration of KE Strategy)
- University Pension Scheme
- Research Order Book Review



Court - Wednesday 13 February 2013

Report from the Secretary of Court

SECTION A - ITEMS FOR DISCUSSION / DECISION

A.1 Review of Court's Effectiveness

John Lauwerys's report has been circulated to Court members. John will cover the key areas and respond to questions at the pre-Court meeting on 13 February. It is suggested that Court members then set aside a half-day when they can spend time discussing the report's recommendations. Assuming Court is happy with this approach, the event will be arranged for some time in the Spring, at which point it is hoped there will be greater clarity on the progress of the Post-16 Education Bill and on the development of the Scottish Governance Code.

A.2 Review of Higher Education Governance/ Scottish Code of Governance

Following publication of the Von Prondzynski report on 1 February, the Cabinet Secretary for Education asked the Committee of the Scottish Chairs of Higher Education Institutions to develop a new Scottish Code of Good Higher Education Governance. A Steering Group was formed, of which David Ross is a member, and consultants were appointed to support the Steering Group in developing the new Code. The University was visited by one of the consultants on 18 December, when he met with several members of Court, including staff, student and lay representatives. The consultants' work is ongoing.

By the time Court next meets, in April, it is expected that a draft Code may have been prepared. However, the precise timing of this is not certain. What is clear is that the Steering Group will be under some time pressure to conclude its work. It may therefore be advisable, once the publication date of the draft Code is known, for a sub-group of Court to be convened to consider and comment on the draft Code. The Convener and I will keep Court members briefed on developments.

A.3 Post-16 Education (Scotland) Bill

As Court heard at its last meeting, the Scottish Government has presented its bill for legislation on Post-16 Education and, while the bill focuses largely on Further Education, some Sections relate to universities. The most significant of these is Section 3, which would place a requirement on universities to comply with principles of good governance and management practice, as determined by Scottish Ministers.

The universities had anticipated that this legislation might make reference to the forthcoming Code of Good Higher Education Governance (referred to above) which

is currently being developed by a Steering Group of the Scottish Chairs. The expectation was that the legislation might require each university to comply with good governance practice as set out in the Code, or to explain their reasons for not so doing. In fact, the scope of the draft bill is much wider: it states that *'The Scottish Ministers may ... impose a condition that the [Funding] Council must, when making a payment to a higher education institution ... require that institution to comply with any principles of governance or management which appear to the Scottish Ministers to constitute good practice in relation to higher education institutions.'*

As drafted, this would give a Government Minister considerable new powers to intervene in University business. Strong representations have been made to the Parliament on this draft legislation by Universities Scotland, by the Committee of University Chairs, and by University Principals, a group of whom were recently invited to give evidence to Parliament's Education and Culture Committee. In all these submissions, university representatives have queried the need for legislation and pointed to the unsatisfactory nature of what had been drafted. The Rector has also requested to give oral evidence to the Education & Culture Committee.

Having consulted with Court members, I made a brief submission on 17 January to the Education & Culture Committee, as follows. 'I am writing on behalf of the Court of the University of Glasgow. Members of Court have had the opportunity to consider the evidence being submitted to the Education & Culture Committee by Universities Scotland and by the Chairs of University Courts. Glasgow's Court has a broad composition, including academic staff, support staff, students and lay members. Court strongly supports the points made by Universities Scotland and by the Chairs of Court with regard to the Post-16 Education Bill, and would ask the Committee to give full and careful consideration to the points made in these two submissions'

Court will be kept updated at future meetings.

A.4 *Management of Organisational Change*

At the December meeting, Court received a draft policy on the Management of Organisational Change. This had been the subject of extensive consultation, including with the Senior Management Group, and had been considered and recommended to Court by HR Committee. Court was also advised at its December meeting of concerns that remained on the part of the trade unions regarding the management of 'Tier 2' cases. In terms of the draft procedure, these would be considered by a Court Procedural Review Group (CPRG). The campus unions' view was that the CPRG should not be empowered to make decisions on Tier 2 matters, but instead should make recommendations to Court.

December Court agreed to defer consideration of this item of business, which would provide an opportunity for further discussions to be held. In recent days, the Convener and Secretary have been in communication with Senate Assessors to clarify the way in which the CPRG would operate. In addition, the Director of HR has held discussions with the campus trade unions. The management and union sides to these discussions each feel there remains merit in allowing further consultation to take place. Court's approval is therefore sought to allow the discussions to continue, with a report then to be submitted to Court in April.

SECTION B – ITEMS FOR INFORMATION / ROUTINE ITEMS FOR APPROVAL

B.1 *Student Representative Council Constitution*

On Court's behalf, I have approved minor amendments to the SRC Constitution, as approved at the SRC Council in January. The most significant change within the amendments is to alter the remit of the sabbatical officers. In recent years, that team has comprised the following four posts:

- President
- Vice-President (Learning and Development)
- Vice-President (Media and Communications)
- Vice-President (Student Support)

From 2013/14, the four executive posts will be:

- President
- Vice-President (Education)
- Vice-President (Student Activities)
- Vice-President (Student Support)

B.2 *Vice-Principal Appointments*

Professor Andrea Nolan will take up her new role as Principal of Edinburgh Napier University on 1 July 2013. Professor Nolan has served the University with great distinction as Professor of Veterinary Pharmacology and Dean of the Faculty of Veterinary Medicine, as Vice-Principal (2004-2009), and as Senior Vice-Principal and Deputy Vice-Chancellor (2009-13), a role in which she has led the University's Internationalisation strategy.

The Principal is now considering how best to fill the Senior Vice-Principal vacancy as of July 2013, and also how to ensure that the University's commitment to Internationalisation is sustained, in the short- and the longer-term. He will report on this next meeting of Court.

When Professor Murray Pittock was appointed Vice-Principal and Head of the College of Arts, it was agreed that his term of office would run initially until 31 July 2013, a period which was co-terminous with his earlier appointment as Dean of Arts. The letter of appointment stated that the period of appointment would be reviewed, in discussion with the Principal, in early 2012, to assess the desirability of extending it. Having discussed this recently with Professor Pittock, the Principal would like to extend his appointment by one year, to 31 July 2014, an extension that will allow Professor Pittock to manage the College through to the conclusion of the current REF submission process. Court is asked to approve this extension, on the current terms and conditions.

B.3 *Media Report*

The latest report is attached at **Annex 1**. Views of Court members would be welcome on the format and content of this report and whether it is meeting Court's need for information in this area.

B.4 *Resolutions*

The following Resolutions have been approved following consultation with the Senate and General Council for consultation. A copy of the Resolutions is available from the Court Office.

RESOLUTION 656 - FOUNDATION OF THE DONALD J ROBERTSON CHAIR OF ECONOMICS

RESOLUTION 657 - CHANGE OF NAME OF THE CHAIR OF INFECTIOUS DISEASES (AMENDMENT TO ORDINANCE NO 329. – (GLASGOW NO 94))

DN/DM



Media Activity Report: 1 October 2012 – 21 December 2012

Summary

This report summarises the University of Glasgow's media coverage over the period 1 October – 21 December 2012. In addition to a digest of domestic and international media activity, the report also includes detail of our social media presence, our performance on iTunes U and of traffic using the University of Glasgow website.

The University of Glasgow moved over to a new domestic cuttings provider – Press Data Services Limited – on 1 October 2012 and as a consequence some of the analytics used in this report differ from those of previous summaries. We are confident that the service provided by PDS is more comprehensive than that of our previous supplier, including the delivery of broadcast clips on a daily basis. This latter part of the service is important as many University of Glasgow news stories now routinely appear on television and radio outlets, including BBC at Scotland, UK and global levels, STV, ITV, Channel 4 and Sky News. We also work with other broadcast outlets such as the Discovery Channel and with leading independent production companies.

During the period under consideration there was significant media coverage of a number of research stories across all four colleges, academics were called upon to give comment on a variety of topics and the media relations team “placed” many articles and broadcast interviews in a range of outlets

Research stories that were particularly prominently across print and broadcast media included:

- he benefits of exercise before breakfast T
- he launch of new digital archive of the works of Robert Burns T
- potential breakthrough in the treatment of a rare livestock disease A
- study into the link between Bovine TB and badgers A
- esearch into bowel screening R
- otential solution to the problem of space debris P
- esearch into growth patterns in fish and what this could mean for life expectancy of humans R

- tudy into missed hospital and GP appointments – this was particularly prominent across all media outlets
- eport into welfare dependency and whether a culture of worklessness has developed in some parts of the UK
- ompletion of a data base of 39 battlefield sites of historic interest across Scotland

S
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Coverage of the impact on student recruitment from MD40 as part of the outcome agreement with the Scottish Government and the delivery of around 200 newly funded places was well reported upon - the BBC, Scotsman, and Herald all contrasted good practice at Glasgow with the picture at the other ancients in Scotland. The Herald carried another positive editorial, which followed on from previous positive pieces on our record in widening access from last summer. The Herald has also expressed interest in another feature on widening access at Glasgow which will be taken forward in January.

Academic comment was either sought, or given, on a huge range of topics across all outlets and ranging from school exam league tables; Congo fever contracted by an airline passenger arriving in Glasgow from the middle east (this included network SKY TV, BBC TV and ITV); the Venezuelan Presidential elections for CNN; the impact of water resource on the Israel-Palestinian situation; Shovel ready projects; Not Proven verdict in Scots Law; the current rates of knife crime; and even the resurgence in worldwide interest in knitting.

We worked with colleagues in Dumfries to unveil the new Solway Centre, and others in the School of Law to help promote the launch of the Scottish Constitutional Futures Forum which seeks to examine some of the detail of issues raised in the debate over independence. This included an authored piece in the Scotsman and coverage on the BBC Politics Show. There was also separate comment on the defence and security aspects of the constitutional debate to mark another special series of lectures and seminars.

On a related theme, colleagues in SML put a great deal of effort into organising a Catalan Day to coincide with the Celtic v Barcelona FC match in the Champions League. The event was as positive as the result at Parkhead. Two Spanish TV crews attended the day along with BBC TV, STV and print journalists. The team from media relations coordinated the output and assisted the Spanish journalists in filing their reports.

The tie-in with the Scotsman to produce a double page feature on each of the seminar subjects in our Vox Populi series continued, with two pieces appearing in both the print and online editions of the paper - the next lecture and Scotsman spread will be in mid January 2013. A major article to mark the 150th anniversary of the establishment of a chair in English Literature at the University of Glasgow was placed in the Herald and strong coverage secured in TESS for a conference on how Curriculum for Excellence will impact on the teaching of history in schools. There was also print and broadcast output of the 150th anniversary of the Vet School and a special feature in the Daily Mail on Andrew Watson, a Glasgow graduate and the first black Scotland football international.

The careers team secured a stellar guest list for a series of events on politics and political affairs at the time of the American Presidential election and communications helped promote this, including a prime interview slot on BBC Radio's Good Morning Scotland for a visiting US political pollster.

In addition, we unveiled our new Young Alumnus, Olympian Gold medallist Katherine Grainger, the Hunterian was the setting for three network BBC TV programmes on Prehistoric Autopsy, and a great deal of attention was given in the press to medical student James Morton who appeared on the network BBC TV "Great British Bake-Off" programme.

As previously reported, communication staff also deal with less positive media enquiries. Sometime the measure of success is what is not reported in the press, or in how a potentially damaging piece is tempered by the efforts of the media team.

There was coverage on the BBC, in the Scotsman and the Herald of the decision to extend the Principal's term of office until 2019. Most of the reporting was factual and straight with only the Herald making reference to past issues such as restructuring and MyCampus. The Herald also picked up on increased stress levels amongst staff, drawn from information contained in the latest staff survey and was the only paper to also pick-up on the decision to award salary increases – based on performance – to members of the Senior Management Group. The Herald's interest in the University of Glasgow reflects the fact that we are the main city university and the Herald is still seen as a Glasgow title. The newspaper has also continued to report in a very positive way many of our research and academic stories, including (as noted above) our commitment to widening access at university. It should also be recognised that the circulation of the paper continues to dwindle, with sales of around 40,000 copies a day.

October also saw the publication of the Times Higher Education world rankings, and our fall was reported across the press – but in the context of similar declines for other major universities.

The Scotsman and Daily Mail picked up on one line from the Outcome Agreement in which concern was raised over increasing numbers of EU students being recruited at undergraduate level. However this was offset by supportive coverage in a number of titles and online sites on the steps that have been taken by the University of Glasgow to extend and widen access. The Herald in particular referenced back to coverage it had given earlier this year to the success of our Top Up programme, and contrasted this with the attempts by St Andrews to increase the number of students from less well advantaged backgrounds.

A communications strategy for the re-development of the Stevenson building and part of the Glasgow University Union was delivered working closely with colleagues in Estates and Buildings. The story was released first to an internal audience, before issue to a number of newspapers, again showing positive coverage in, amongst others, the Herald, Scotsman, Record, Courier and Metro. A more substantial communications plan for the Gilmorehill-Western site is in the process of being compiled, again in collaboration with colleagues across the university. A new post of Internal Communications Manager has been created

which will support our ambitious plans for the campus. The IC Manager will be in place from early February 2013.

Staff in the communications office offer guidance on all aspects of media engagement. We regularly meet with journalists and editors and can also arrange briefings on an ad hoc basis. The most recent example of this came in December 2012 when we coordinated a successful meeting with four senior reporters at the Dumfries campus. The resultant coverage was positive and the meeting also allowed for the consolidation of strong relationships with the local media.

Four day-long sessions of media training were delivered to colleagues between October and December 2012. The feedback on the courses has been exceptionally positive and we would hope to run additional sessions in 2013.

The communications team would encourage colleagues to get in touch to discuss anything that might be of interest to a wider audience. The main office number is 0141 330 3535, but the following are the lead media officers for each college:

Stuart Forsyth, MVLS and international – 0141 330 4831;

stuart.forsyth@glasgow.ac.uk

Ross Barker, Science and Engineering – 0141 330 8593;

ross.barker@glasgow.ac.uk

Cara Macdowall, Social Sciences – 0141 330 3683;

cara.macdowall@glasgow.ac.uk

Nick Wade, Arts – 0141 330 7126; nick.wade@glasgow.ac.uk

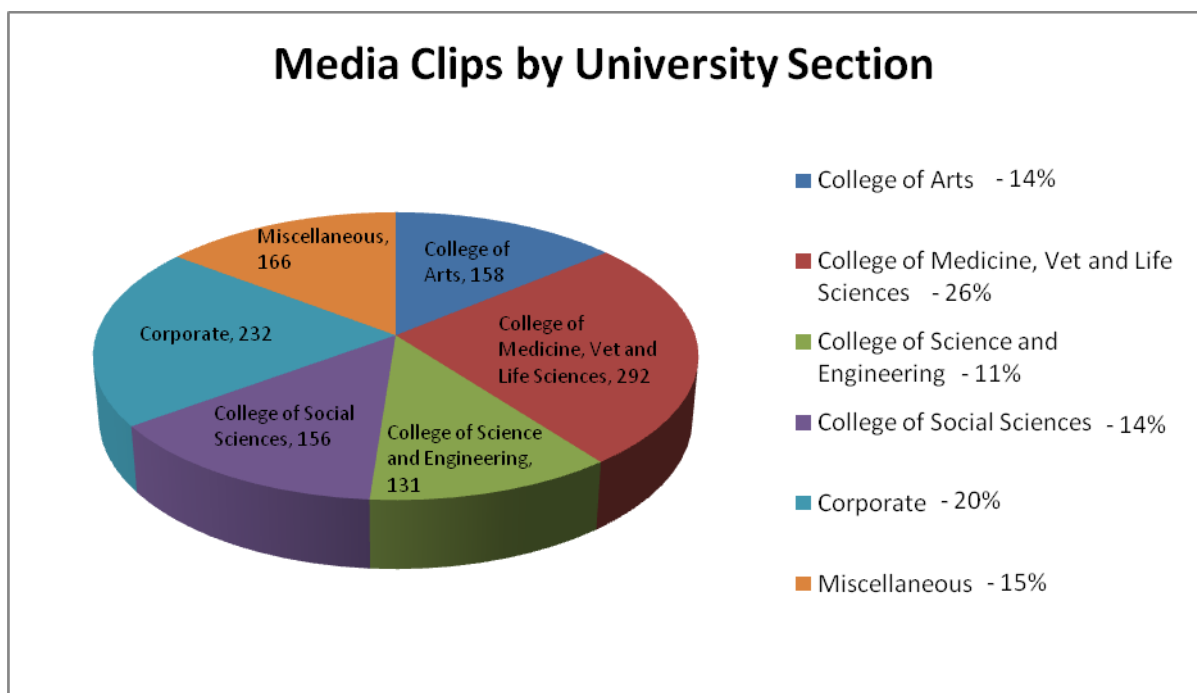
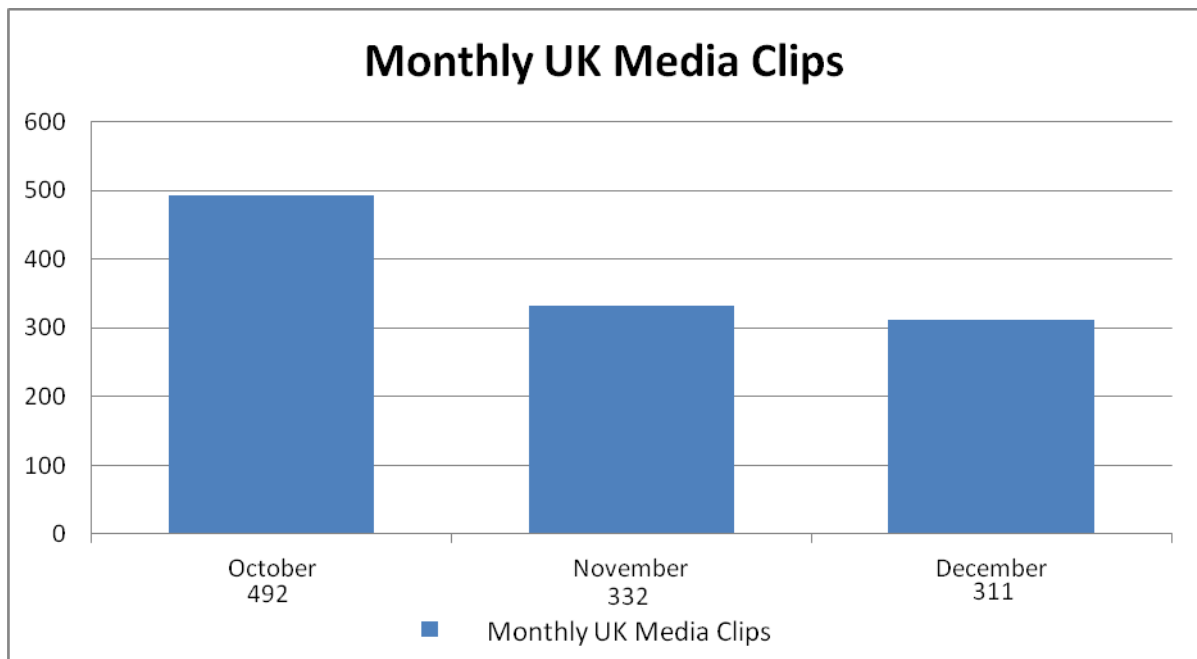
Peter Aitchison, Depute Director (Media and Public Relations) 0141 330 7350;

peter.aitchison@glasgow.ac.uk

Media Activity Report – United Kingdom

According to Press Data Services the University of Glasgow registered a total of 1,135 media clips in the period 1 October 2012 to 21 December 2012. This compares to 726 clips in the previous quarter. The clips had an advertising value (AVE) of £2,293,396 (£3,642,177) and a total potential reach of 615,379,585 (592,262,943).

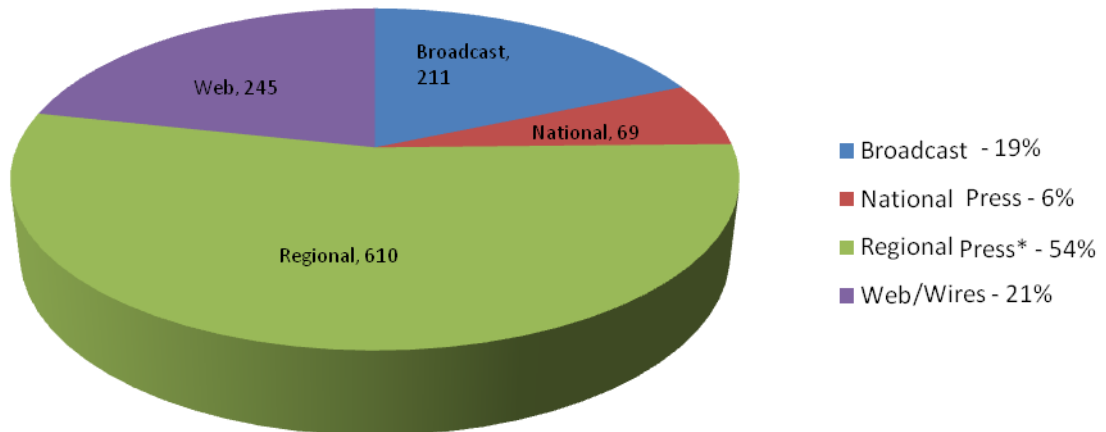
All press releases are available on the web at <http://www.gla.ac.uk/news>



*Corporate University includes all corporate services and other general university stories

The following chart breaks down media coverage by media category

Total Number of Clips by Media Category



*Regional press includes Scottish newspapers such as the Daily Record, Herald and the Scotsman. National refers, in the main, to London-based UK-wide print media.

International Media

From the 1 October to 21 December 2012 the University generated a total of 2,217 articles in international media, as measured via the monitoring software Meltwater. Of those articles, 568 were in Europe and 1649 were in the rest of the world.

Internationally, the key markets of USA and India represent the two biggest contributors to coverage. The USA consistently generates the most output (61%), as is to be expected, but the level of coverage in India (10%) also reflects the efforts of the media team in that country over the period and the assistance of an in-country PR consultancy.

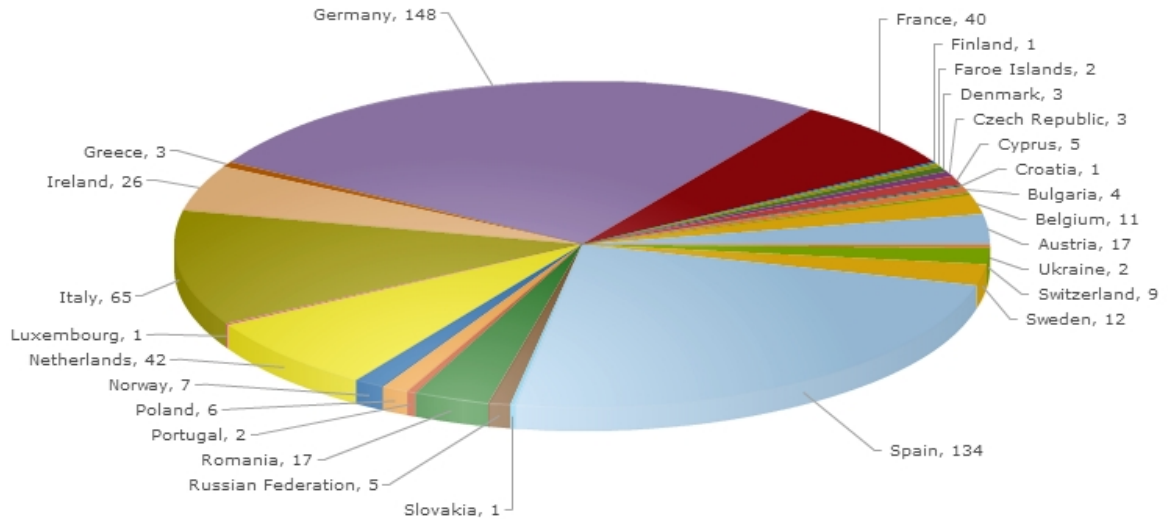
In Europe, Germany continues to generate the bulk of coverage (26%) but Spain is a close second (24%) and the increased coverage in this country perhaps reflects interest in the Scottish independence debate and the developments around Catalan nationalism. It also reflects the success of the Catalan day held on campus in November.

A number of stories did very well internationally, including research into healthy balanced diets, the impact of fast-growth on longevity, the positive uses of CBT on depression, and a satellite de-orbit system being developed by scientists based at the University of Glasgow.

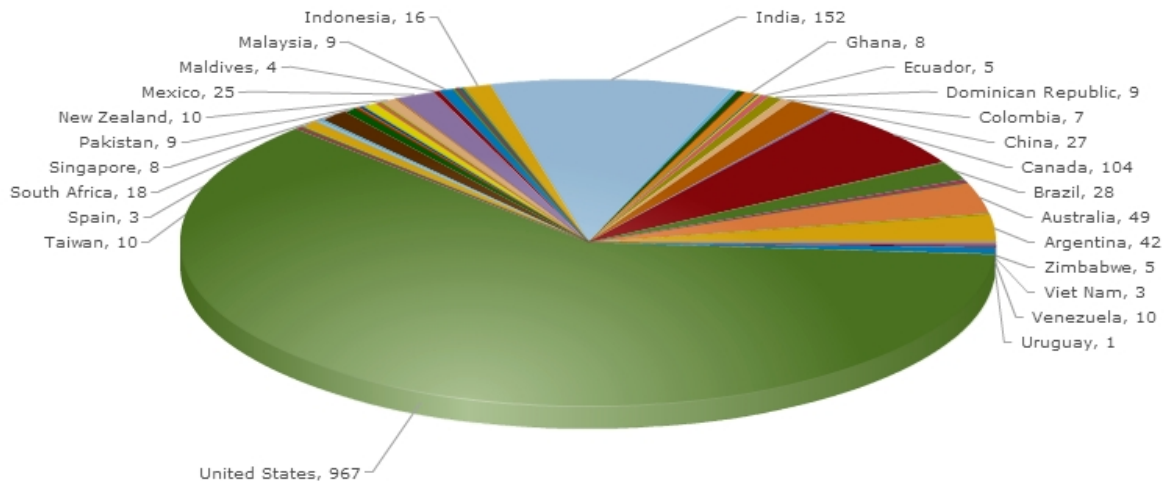
The media team also placed articles in a number of Indian media outlets, including a story on the latest arthritis research in The Week Health, a careers advice article for Indian students in the Deccan Herald and numerous articles on the College of Social Science's PhD scholarship competition in the Deccan Herald, Pioneer and New Indian Express. A Q&A response was given to Education Insider too.

Expert academic comment was also sourced, including for an article in the China edition of China Daily. Meetings were convened with the Chief Correspondent of Xinhua News Agency's Edinburgh bureau and made further progress with the arrangements for hiring a Chinese intern to run the Sina-Weibo account – which has already gathered over 1,200 fans.

Glasgow University | European Media



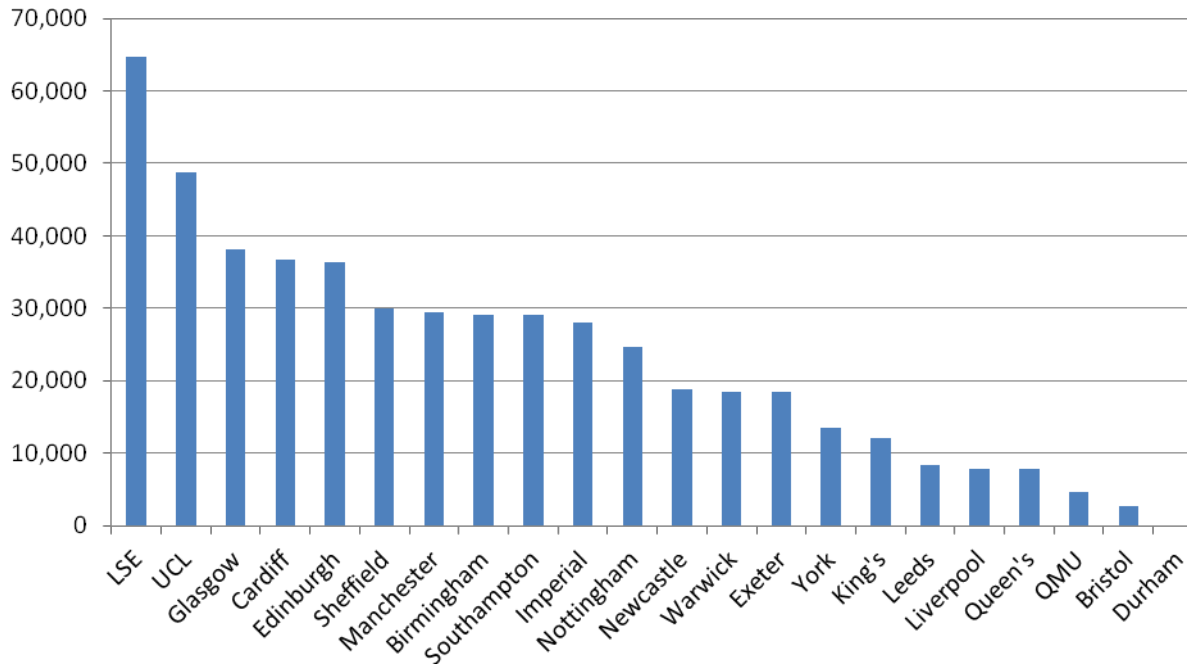
Glasgow University | International Media



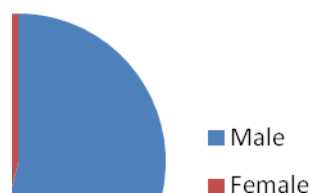
Social Media Monitoring

Facebook

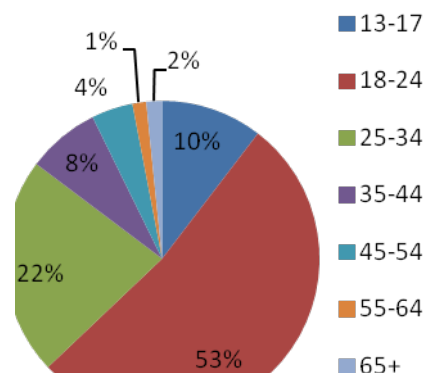
The period under consideration was again one of success for social media. The University of Glasgow now has the fifth highest number of followers of any UK university, moving past Cardiff University. Our number of followers increased 12% between 30 September and 21 December, from 34,025 to 38,138. The graph below excludes Oxford and Cambridge which have several hundred thousand followers each.



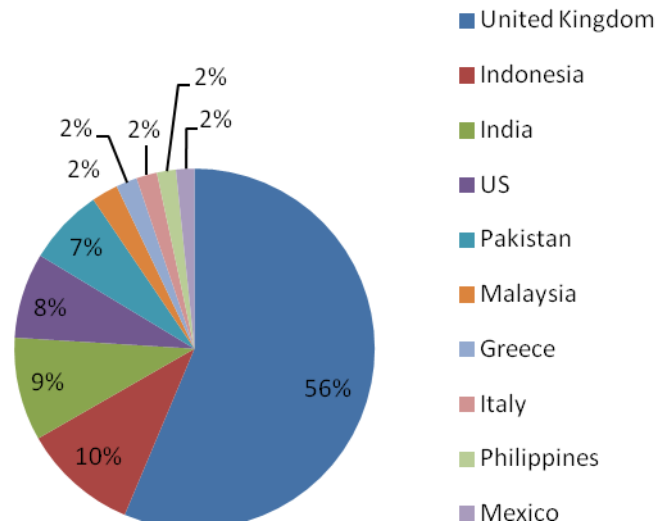
Gender



Age



Country of residence



Facebook followers by city of residence

Fans	City
9722	Glasgow, Scotland
847	London, England
602	Lahore, Punjab
470	Edinburgh, Scotland
381	Karachi, Sindh
380	Jakarta, Jakarta Raya
269	Athens, Attiki
267	Bangkok, Krung Thep
247	Singapore
241	Dhaka

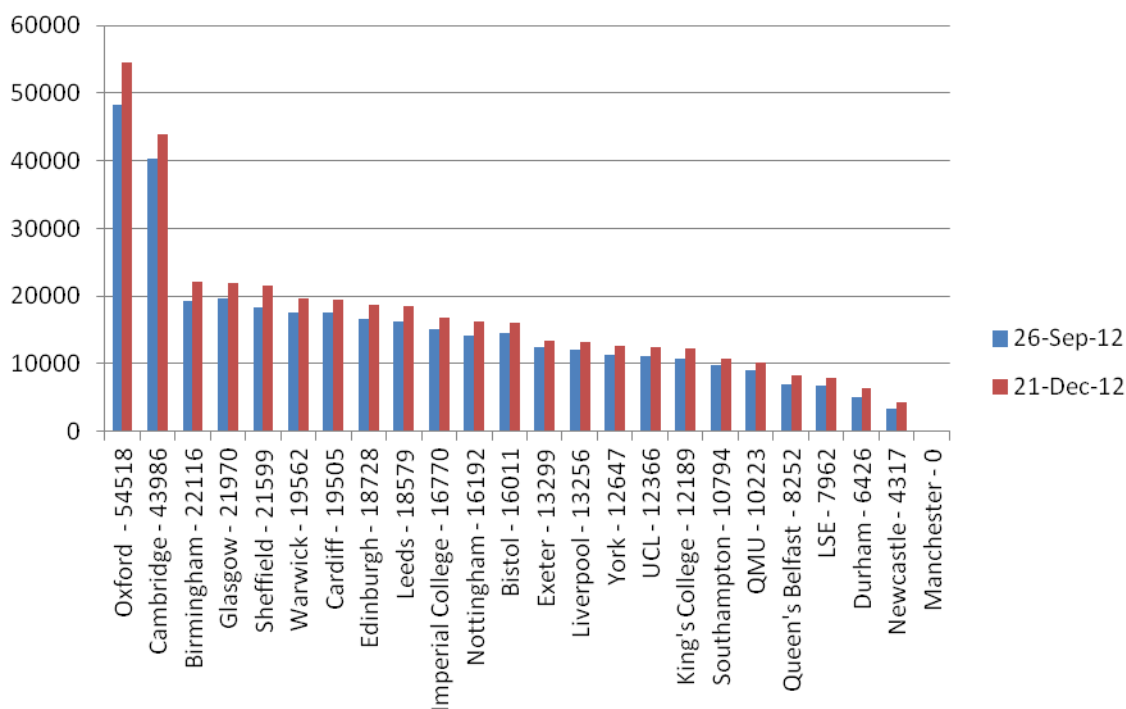
Selection of some of the most liked stories:

21/12/2012: Merry Christmas message

15/11/2012: Spooky Halloween message
 15/10/2012: Autumn photo album
 28/11/2012: Additions to the 'City of Glasgow' photo album

Twitter

The University of Glasgow dipped from third most liked university on Twitter to fourth, just behind Birmingham University. However, this has to be seen in the context of an 11.6% increase in follower numbers for Glasgow - up from 19,688 to 21,970 over the quarter October – December 2012.



I Tunes U

In the period October - December 2012 we achieved the following totals on the University of Glasgow I Tunes U site:

- 69,487 browses
- 12,097 subscriptions
- 49,358 accessed content (download or streaming etc.)

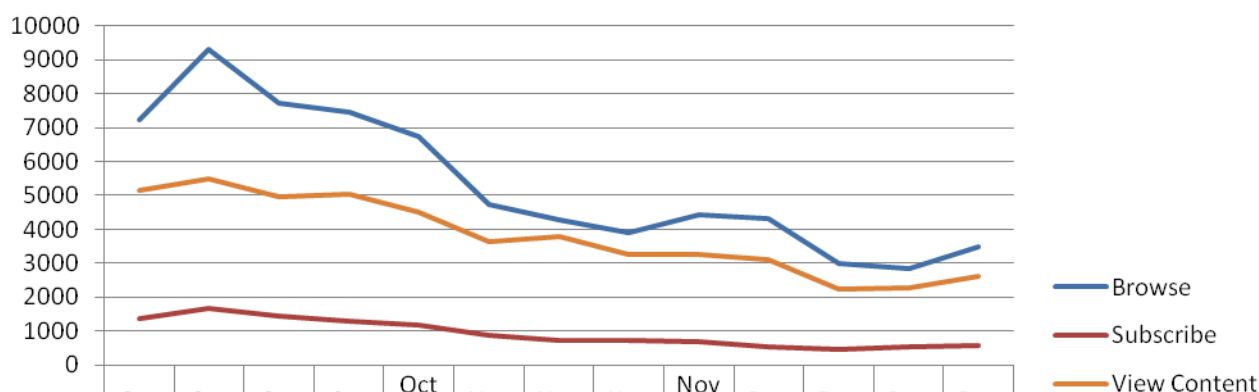
Clinical Skills and Writing for the Web remained among the most popular collections, followed by the Philosophy collections, and the videos from the Hand-knitted Textiles & Economies of Craft conference. Overall, user statistics were

down but this is due in part to the introduction last quarter of the Clinical Skills videos, which have been popular, and to several collections featuring on the iTunes U home page - such as Philosophy - raising profile and viewing figures.

This past quarter was also notable for the introduction of our first online course via iTunes U: Digital Electronics. This course was uploaded by Dr Tim Drysdale in Engineering, via the iTunes U Course Manager site. Usage figures are not included by iTunes U in the 'collections' statistics, as the lecturers have access to these and the institution will only get an overall summary. The course averages 500-600 downloads per week. It is anticipated that this success will encourage other lecturers to engage with iTunes U and post their course content online.

Video content on YouTube has been organised, through measures such as inclusion of links to University web pages. We are now in communication with Google regarding the University's inclusion in the YouTube Edu category. There are currently 146 videos uploaded on the site, with a total of 11,172 views over Quarter 4 (consistent with the previous three months). Although several of the Clinical Skills videos were among those most viewed, it is primarily the more general videos that performed best (such as 'Studying at Glasgow', 'Accommodation', etc.). However, an upload of a one-on-one interview with the then Archbishop of Canterbury Rowan Williams was among the top 10 of videos watched (435 views). Top geographical locations for viewers were the US, UK, India, Canada and Germany and the gender balance of viewers was 55.2% male/44.8% female. We can also report that 16% of viewing took place on mobile devices.

UofG iTunes U site usage Q4 2012



	Oct 01-06, 2012	Oct 07-13, 2012	Oct 14-20, 2012	Oct 21-27, 2012	Oct 28-Nov 03, 2012	Nov 04-10, 2012	Nov 11-17, 2012	Nov 18-24, 2012	Nov 25-Dec 01, 2012	Dec 02-08, 2012	Dec 09-15, 2012	Dec 16-22, 2012	Dec 23-29, 2012
— Browse	7236	9311	7734	7462	6753	4738	4271	3895	4443	4329	3005	2839	3471
— Subscribe	1358	1654	1460	1301	1173	876	737	713	687	556	470	520	592
— View Content	5155	5477	4944	5053	4519	3646	3796	3267	3264	3106	2249	2260	2622

Website

The number of external visitors to www.gla.ac.uk in the period October 1 2012 – December 21 2012 increased by 14.8% compared to the same quarter in 2011. The increase was from 1,159,247 to 1,301,083 off campus unique visitors.

Over the same time frames, the following has been noted:

- Total number of page views increased by 23.77%
- Average visit duration increased by 13.73%
- The “bounce” rate decreased by 2.44% (a bounce rate measures visitors that exit our site without clicking on anything: a low bounce rate is good)

These numbers indicate that the University of Glasgow site register more visitors, looking at more pages for a longer time per visit.

The percentage of visits from outwith the UK also increased over the period under consideration from 21.04% to 26.13%. The ten countries registering the greatest visits were:

- China (+96.90%)
- United States (+27.62%)
- India (+17.05%)
- Germany (+18.94%)
- Canada (+18.65%)
- France (+11.60%)
- Singapore (+80.37%)
- Greece (+31.16%)
- Australia (+26.16%)
- Italy (+13.82%)

Peter Aitchison
Depute Director (Media and Public Relations)
Corporate Communications

9 January 2013



University
of Glasgow

Court – Wednesday 13 February 2013

Report from the Meeting of the Finance Committee held on

11 January 2013

Cover Sheet

Brief description of the paper

This report sets out those items considered at the Finance Committee's last ordinary meeting which require Court approval or which it was considered should be brought to Court's attention.

Action Requested

A Items – for action

None

B Items – for noting

**CA/2012/36. Scottish Universities Environmental Research Centre (SUERC)
Capex application**

Finance Committee received a capital expenditure application requesting a loan of £1.2m to purchase a Thermo Fisher 253 Ultra Mass Spectrometer to be housed at the Scottish Universities Environmental Research Centre (SUERC). Finance Committee approved the Capex application.

CA/2012/43. Overview of Performance as at 30 November 2012

An Overview of Performance as at 30 November 2012 noting the full year outlook was £3.8m which was £1.7m lower than budget.

University of Glasgow
Finance Committee
Minute of Meeting held on Wednesday, 16 January 2013
in Melville Room, Gilbert Scott Building

Present:

Mr Ken Brown (Convener), Mr Peter Daniels, Mr Robert Fraser, Mr James Harrison, Prof Anton Muscatelli, Prof Miles Padgett, Mr David Ross, Prof Adrienne Scullion, Mr Iain Stewart.

In attendance:

Mrs Ann Allen, Prof Neal Juster, Mr Gavin Lee, Mr David Newall, Ms Carolyn Timar.

Apologies:

Mr Kevin Sweeney

CA/2012/33. Minutes of the meeting held on Wednesday 14 November 2012

The minutes of Finance Committee held on Wednesday 14 November 2012 were approved.

CA/2012/34. Conflicts of Interest

No conflicts of interest were noted.

CA/2012/36. Scottish Universities Environmental Research Centre (SUERC) Capex application (paper 6.7)

Finance Committee received a capital expenditure application requesting a loan of £1.2m to purchase a Thermo Fisher 253 Ultra Mass Spectrometer to be housed at the Scottish Universities Environmental Research Centre (SUERC), a collaborative facility operated jointly by the University of Glasgow and University of Edinburgh. The Committee noted that, while SUERC is a joint facility, the University of Glasgow would own the mass spectrometer and the University of Edinburgh would pay commercial rates to use it.

The financial evaluation projected commercial and research income of £4.737m over twenty years with a net present value of £1.502m.

Finance Committee approved the Capex application.

CA/2012/37. Finance KPIs (paper 6.1)

Finance Committee received a report on Finance Key Performance Indicators for 2011/12 and 2012/13 and comparative figures across the Russell Group for 2011/12. Finance Committee noted a year-on-year decline in total revenue in 2011/12 of 2.31% (a reduction from £450.2m to £439.8m). It was noted that the reduction in revenue was largely driven by a reduction in SFC income and research income. The 2012/13 outlook recorded a 0.3% year-on-year growth in total revenue. The 2013/14 budget projected an 8.86% year-on-year growth by increased international student recruitment and improved research performance. It was noted that increased recruitment would require greater alignment of provision to market demands and improved conversion management. The University KPI of 2% surplus was achieved in 2010/11 and 2011/12. The 2012/13 outlook projected a surplus of £6.3m or 1.4%.

CA/2012/38. Investment Managers Report as at 31 December 2012 (paper 6.2)

The Committee noted the Investment Managers Report as at 31 December 2012. The Convener of Court noted the ongoing attempt to balance delivery of income versus protection of capital. A further review would be provided to Finance Committee in due course.

CA/2012/39. Draft minutes of the Investment Advisory Committee meeting held on 9 November 2012 (paper 6.3)

Finance Committee noted the minutes of the Investment Advisory Committee held on 9 November 2012.

CA/2012/43. Overview of Performance as at 30 November 2012 (paper 7.1)

The Director of Finance provided an overview of performance at 30 November 2012. Finance Committee noted that at Period 4 the operating surplus was £5.1m higher than budget due to £3.2m lower than budget spend on salaries due to the timing of vacancies being filled across the University, a £1.1m lower than budget spend on consumables and a £1.7m favourable against budget mainly driven by Residential Services income. However, research income across three Colleges (Science and Engineering, Arts and Social Science) were lower than budget by £1.7m. The College of MVLS reported a £0.3m ahead of budget. Overall research income was therefore £1.4m lower than budget.

The full year outlook was £3.8m which was £1.7m lower than budget. The full year outlook projects lower than budget income from tuition fees by £1.5m impacted by reduction of Rest of UK (RUK) students in the College of Arts and reduction in international postgraduate taught students in the Colleges of MVLS and Science and Engineering. Successful recruitment of international PGT students through the Business School projects £0.5m ahead of budget at full year. The full year outlook projected an overspend on consumables of £2m mainly driven by agreed investments in dowries to support REF appointments. The Convenor noted that spending on consumables exceeding budget each year occurred frequently. It was noted that of the £26m set aside to support REF investments £18m had been spent. It was expected that the majority of the £26m would be spent by the October cut off. The meeting noted that only £5.4m of capital expenditure had been spent so far but was assured that much of the approved but not yet spent capex amounting to c. £37m million was now underway.

CA/2012/44. Debtors Report as at 31 December 2012 (paper 7.2)

Finance Committee received a report of debtors as at 31 December 2012. The Committee noted that overall debt levels had increased year-on-year from £66.85 at December 2011 to £68.55m at December 2012. However, student and sponsor tuition fee debt had decreased from £57m at December 2011 to £52.73m at December 2012. It was noted that following the bedding in of MyCampus debt collection processes had been able to be implemented a lot sooner and allocation of financial aid and sponsorship (i.e. transferring debt from student account to sponsor account) had been much smoother. This accounted for the changed balance of debt between students and sponsors in 2012 compared to 2011. The outstanding student debt at 31 December 2012 of £21.3m included £8.8m of Direct Debit agreements and payment plans.

[Clerk's note: a paper was subsequently circulated to Finance Committee providing a further breakdown of student debt. The paper highlighted 906 outstanding account enquiries at 14 January 2013 totalling £0.31m. The vast majority of the accounts (746) were for values of less than £250.]

The Committee noted that commercial debt stood at £13.6m at December 2012, an increase from £7.5m at December 2011. The biggest increase was with current debt and full recovery was expected on these balances.

CA/2012/45. Date of next meeting

Wednesday 27 March 2013, 2pm, Melville Room.



University
of Glasgow

Court – Wednesday 13 February 2013

**Report from the Meeting of the Human Resources Committee held on
Wednesday 23 January 2013**

Cover Sheet

Brief description of the attached paper

HR Committee Minute from the meeting held on 23 January 2013, for noting by Court.

Gordon Scott
HR Policy Development Manager & Clerk to the HR Committee
31 January 2013

UNIVERSITY OF GLASGOW

Human Resources Committee

Minute of Meeting held in the Turnbull Room on 23 January 2013

Present: Mr D Anderson (Convener) (DA), Professor A Muscatelli (AM), Mr A Macfarlane (AM), Mr S McCafferty (SMcC), Mr D Newall (DN), Mr I Black (IHB), Dr D Spaeth (DS), Dr A Owen (AO), Mr G Scott (GS) (Clerk).

Apologies: Professor A Anderson (AA), Mrs A Allen (AAL), Professor C Forde (CF), Mrs H Durndell (HD), Professor E Cameron (EC).

HR/12/26 Minute of the previous meeting

The minute of the previous meeting held on the 7 November 2012 was agreed.

HR/12/27 Matters arising

GS updated that the funding of visa extensions had been discussed since the last HR Committee and the University position is that Colleges can decide whether they wish to fund these costs on a case by case basis.

GS advised that the remaining matters arising from the previous meeting would be dealt with later in the agenda or were scheduled for future meetings.

HR/12/28 HR Director's Report

IHB gave an overview of his HR Director's report and provided an update in relation to a number of areas.

IHB advised that the EIS had not accepted the 2012 pay offer and were raising this as an issue with Scottish Universities that have higher EIS membership levels.

There was discussion regarding the preparations for the REF and an acknowledgment of the significant effort being undertaken across the University. The Principal advised that he believed there would be benefits from the rigorous and systematic process being undertaken. IHB highlighted that the opportunity to recruit new staff prior to the REF census date was available for a limited period due to staff having to work notice periods.

There was discussion regarding the selection of a software provider for e-recruitment. IHB explained that a decision was still to be made whether to upgrade to the existing e-recruitment system or transfer this function to the HR payroll System. An analysis of the two providers was being undertaken and this would be considered at the next HR Payroll Project Board meeting in late February. DA asked if an update could be provided as part of the HR Director's report at the next HR Committee.

Action: IHB

HR/12/29 HR Structure Report

IHB provided an overview of how the revised HR Structure was working from a Corporate HR perspective. He highlighted a number of areas of good practice as well as outlining some of the challenges associated with a devolved structure. There was discussion and agreement that it would be helpful to gain a wider

perspective with input from the College HR Managers and users of the service. DN advised that from his perspective he had seen real benefits to the service within University Services.

The benefit of a wider review was discussed and the Principal advised that this was likely to be covered by the year three restructure review. It was agreed that it would be helpful to identify the relevant areas of the original restructure documentation relating to the HR Service and share these with the HR Committee as well as clarifying if a review of the HR service would be undertaken as part of the restructure review. IHB also agreed to discuss this topic with the College HRM's and request qualitative feedback from the Senior Management Group.

Action: GS & IHB

HR/12/30 Staff Recruitment Process

IHB provided an overview of progress with the action plan to enhance the recruitment service. He explained that this had previously been discussed at the Senior Management Group and reported that they were satisfied with the improvements and felt that overall recruitment was working well.

It was clarified that the increased volume of recruitment currently being experienced is likely to reduce once recruitment related to the REF is completed. IHB also highlighted that the University's sponsorship licence had recently been renewed by UKBA.

IHB explained that the recruitment team had been working closely with each of the Colleges to ensure the service met their needs. DA commented that things seem to be working well.

HR/12/31 KPIs: Senior posts held by women

There was discussion regarding the analysis of senior posts held by women. The Principal clarified that the current KPI was to increase the number of women in senior positions. He suggested that when the University strategy was reviewed it might be worth considering benchmarking the University's progress with similar Russell Group Universities. . It was acknowledged that the work being undertaken in relation to Athena Swan should have an impact in the longer term.

There was discussion regarding the composition of Court and it was agreed that the next time this was considered it would be useful to include a breakdown of the gender profile of Court members within the analysis

Action: IHB/DN

HR/12/32 Pension auto enrolment

GS explained that the University's staging date for new pension auto enrolment legislation was the 1 April 2013. He provided an overview of the University's proposals for implementing the regulations including the use of National Employers Saving Trust (NEST) for certain groups of workers. GS advised that the proposals had been endorsed by the Senior Management Group and had been subject to Trade Union consultation. The Principal highlighted that the potential cost of implementing the legislation was up to £1.7M and this would need to be built into budgets. The proposals were agreed by the HR Committee.

HR/12/33 Interim Commonwealth Games Leave Policy

The interim Commonwealth Games Leave policy was approved.

HR/12/34 Any other business

There was no other business raised.

HR/12/35 Date of next meeting

The next meeting of the HR Committee will take place on Wednesday 27 March 2013 at 10am in the Turnbull Room. DA advised that next meeting was likely to last until 1pm based on the planned agenda.



University
of Glasgow

Court – Wednesday 13 February 2013

**Report from the Meeting of the Estates Committee held on Monday 7 January
2013**

Cover Sheet

Brief Description of Paper

Minute of the Estates Committee meeting of 7 January 2013

Action Requested

Court is asked to:

Note the content of the minute.

Originator of the Paper

Lynn Duncan
Clerk to Estates Committee
14 January 2013

UNIVERSITY of GLASGOW
Estates Committee

Minute of the meeting
held in the Estates and Buildings Conference Room on Monday 7 January 2013

Present:

Mrs A Allen, Mr P Daniels (Convener), Mr R Fraser, Ms M Freel, Mr J Harrison, Dr S Inch, Professor N Juster, Professor W Martin, Mr D Milloy, Ms M Morton, Professor A Muscatelli (Principal), Mr D Newall

In Attendance:

Professor A Dominiczak, Mrs L Duncan, Mr R Kilpatrick, Mr S Sutton

Apologies:

No apologies

EC/2012/9 Minutes of the meeting held on 6 November 2012

The minutes were approved.

EC/2012/10 Matters Arising

There were no matters arising.

EC/2012/11 Declarations of Interest

There were no declarations.

EC/2012/12 Estates Strategies and Policies

EC/2012/12.1 Academic Strategy – Medical School

The Committee noted a presentation given by Professor Dominiczak, providing members with a high level overview of the College's strategic direction and its ambitions to attract academically talented students from around the world, provide them with an intellectually demanding, research-informed education; create international recognition of achievement in research and education; value staff, developing their careers in a supportive environment that enables them to achieve the highest possible standards; enhance the University's standing as a community of world-leading researchers; and improve efficiency in processes, systems, infrastructure and use of the estate.

EC/2012/12.1.1 – SGH Learning and Teaching Facility

The Committee noted the update on the proposed development, together with the draft outline business case for investment. It noted that a number of key areas remain subject to final agreement including: final project cost; University/NHS cost split; and capital contribution from NHS. To facilitate discussion figures had been assumed at a mid-range point.

The CapEx Committee had approved a £130k investment application in December 2011 for project design fees. Work had since been undertaken between the University and NHS to develop designs for a joint facility and the NHS presented an outline business case, seeking investment for the construction stage, to its Governance Committee in December 2012. The Estates Committee noted that to maintain the programme it was now necessary for the University to consider the business case for its share of the investment in the construction of the project and that the Committee would be asked to consider the project for approval at its meeting scheduled for March 2013.

EC/2012/12.1.2 – Clinical Research Facility (CRF)

The Committee noted that following a strategic review and restructure of its estate, NHS GG&C will close Yorkhill and Western Infirmary hospitals in 2015. The University's existing CRF is based within the Western Infirmary and alternative facilities will be required prior to 2015 to ensure uninterrupted progress of clinical research.

The Committee noted the proposal for development of a modern, multi-disciplinary CRF, based at the South Glasgow Hospital site within a refurbished space on level 5 of the existing Neuroscience Building. The refurbished accommodation, with a net useable area of 1283m² would include a range of facilities including clinical trials wards, specialised clinical areas, laboratory space, observation and consultation areas, offices, meeting rooms and support space.

The existing facility at the Western Infirmary site is funded by the Chief Scientists Office and it was expected that the replacement facility at the South Glasgow Hospital would continue to be fully funded by CSO. The Committee noted that the move to new facilities was not expected to result in any additional operating costs for the University.

EC/2012/12.2 Gilmorehill Estates Strategy

The Committee had previously approved the approach and governance for the Estates Strategy, a key element which included consultation with stakeholders. A draft consultation plan had been developed and early consultation had taken place with Court, SMG and University Services senior managers. Further consultation will be in three phases: open enquiry – seeking views on the overarching visions; engagement – feeding back the approved visions and seeking views on how this translates into the development framework; and feedback – final feedback on the development framework prior to seeking approval from Glasgow City Council.

The Committee noted and approved the proposed consultation approach and noted that the consultation process would commence in January 2013 with a target completion by December 2013.

EC/2012/12.3 Student Accommodation Strategy

The Committee was advised that work to develop a medium-term student residential accommodation strategy, in support of Glasgow 2020 and the Estates Strategy, was ongoing. It noted that there were currently ten student residences in the wider University portfolio, together with a small number of scattered flats, collectively providing approximately 3,500 bed spaces, in a mixture of single en-suite, standard single and twin study bedrooms.

The Committee noted a range of drivers to developing a Student Accommodation Strategy including student demand; the current property market; and opportunity. In addition, the strategy would consider: fitness for purpose of existing stock and its economic life; location; specification; procurement options; operating models and management structures; market competition; and tenure arrangements for new accommodation. SMG would be asked to consider the matter further, prior to any further consultation at the Estates Committee.

EC/2012/12.4 Carbon Management

EC/2012/12.4.1 Carbon Management Committee

The Committee noted the minute of 10 December 2012.

EC/2012/13 Projects

EC/2012/13.2 Approved Projects Status (RAG)

The Committee noted the current status of approved projects:

EC/2012/13.2.1 CP09/324 – Carbon Reduction Programme

The Carbon Management Plan remains in draft whilst savings and cost detail is finalised. RAG status moved from red to amber as a result of the CHP scheme being identified as a vehicle for delivery of the outstanding 9868 tCO₂e.

EC/2012/13.2.2 LM11/434 - Boyd Orr Building Roof Replacement

Project complete. The University has the opportunity to exercise its right to impose financial damages for late completion and is in consultation with Dundas and Wilson in this respect.

EC/2012/13.2.3 CP11/433 & CP09/305 – GUU Refurbishment & Stevenson Building Extension

Project in the early stages of design development with an ambitious target completion date by 1 September 2014, subject to planning. A Planning application was submitted on 3 December 2012.

EC/2012/13.2.4 CP10/412 - Garscube Learning and Social Space

The Committee noted that RMJM Design Ltd entered Receivership on 26 October 2012. Dundas and Wilson were in discussion with KPMG who were the appointed Receivers. It is anticipated the University will be in a position to appoint a replacement design team leader in early/mid January 2013. The project will be delayed by approximately 12-14 weeks. It was anticipated the replacement Architect would undertake due diligence on design development work completed to date by RMJM prior to taking responsibility for the design. The forecast cost for this appraisal is approximately £20,000. It is intended that this additional cost will be absorbed within the project budget however, if this is not possible a report will be submitted to CapEx Committee for consideration.

EC/2012/13.2.5 CP11/424 – WILT Seminar Room Extension

Project complete as at 7 January 2013. The University had exercised its right to apply damages for late completion.

EC/2012/14 Estates Committee Operating Matters

EC/2011/14.1 Critical Path

The Committee noted the Critical Path.

EC/2012/15 Any Other Business

There was no other business.

EC/2012/16 Schedule of Meetings for 2012/2013

The Committee noted the remaining scheduled meetings in session 2012/2013: Monday 18 March 2013; and Monday 20 May 2013.



University
of Glasgow

Court – Wednesday 13 February 2013

**Report from the Meeting of the Health, Safety & Wellbeing Committee
held on Thursday 13 December 2012**

Cover Sheet

Brief description of the papers

- Minute of the meeting of the Health, Safety & Wellbeing Committee held on Thursday 13 December 2012

Action required

- Minute for information purposes only

*Author's Name: Debbie Beales
Title: Clerk to HSW Committee
Date 16.01.2013*

University of Glasgow

Health Safety and Wellbeing Committee

Minute of Meeting held on Thursday 13 December 2012 at 10:00 AM in the Melville Room

Present:

Mrs Ann Allen, Mr Ian Black, Dr Gordon Duckett, Mr James Gray, Ms Joanne Mcfadden, Mr David Mclean, Mr John F Malcolm, Dr Catherine Martin, Mr David Newall, Ms Julie Ommer, Mr Paul Phillips, Mrs Elizabeth Richardson, Mr Deric Robinson, Mr David Somerville, Ms Aileen Stewart, Ms Selina Woolcott, Dr Robin Easton, Mr Robert Arthurs, Ms Jessica McGrellis

In Attendance:

Miss Debbie Beales, Ms Mhairi Taylor

Apologies:

Mr Robert Kilpatrick, Dr John O'Dowd, Ms Mae Boyd, Ms Frances Bell

HSWC/2012/15 Minutes of the Meeting held on Wednesday 19 September 2012

The Minute of the meeting of 19 September 2012 was approved.

HSWC/2012/16 Matters arising

HSWC/2012/16.1 Evacuation Chairs (verbal update Mr D Newall)

Mr D Newall informed the Committee that he was convening a working group which was in the process of developing an assisted evacuation Policy. This would cover operational aspects, including locations of refuge points and details of evacuation procedures. The draft Policy would be discussed by the working group next week and shared with Committee members thereafter, with a view to it being implemented in the next couple of months. He would update the Committee in March.

HSWC/2012/16.2 SEQOHS (verbal update Ms A Stewart)

Ms A Stewart informed the Committee that the SEQOHS audit on 9th October had gone well with 2 compliance issues raised being resolved. The University now had full SEQOHS accreditation, only the 2nd UK University to receive this status, and the first in Scotland. The University would now be audited every 5 years but would have to resubmit evidence annually. Ms Stewart agreed to liaise with Corporate Comms to publicise this achievement. The Committee **thanked** Ms Stewart for her hard work towards achieving SEQOHS accreditation on behalf of the University.

HSWC/2012/16.3 Stress Management Training (verbal update Ms S Woolcott)

Figures to accompany draft Minute.

HSWC/2012/17 Employee Assistance Programme (EAP) interim support (Paper 1)

The Committee **noted** the Paper that was circulated. Ms S Woolcott informed the Committee that use of the new service, provided by PPC, remained comparable with the old service provided by ECS. The most notable improvement from the previous quarter was that the

proportion of those seeking assistance that had received face-to-face counselling rather than telephone counselling had increased significantly. This was good news as this had been flagged as an issue during the previous quarter. Other positive outcomes were that the number of staff accessing online information had increased by 104% over the previous quarter, and that there had been no complaints received during the period. PPC had developed various publicity drives including drives on cardiac health, stress and staying well in winter. These had been displayed on the University's OH website and would, in future, feature in Campus News. In order to give staff a chance to offer anonymous feedback on the service, Ms Woolcott would speak to PPC about possible mechanisms for measuring customer satisfaction.

HSWC/2012/18 OH Report (Paper 2)

The Committee **noted** the Paper that was circulated. Ms A Stewart informed the Committee that the report now included stats for non attendees as well as student referrals, the latter being in relation to "fitness to practice" issues. Non attendance had a significant impact as a lot of follow up work was required to reschedule appointments. She also informed the Committee that it had been brought to her attention that there was an additional group of staff requiring health surveillance and that this would be followed up in the New Year. The Committee **noted** MVLS and US were OH's biggest clients, and **agreed** that, to provide context, it would be helpful if the stats showed the headcount staff population in each College/US. The Committee **thanked** Ms Stewart for the report in general and especially the analysis by College/US.

HSWC/2012/19 Accident Statistics (Paper 3)

The Committee **noted** the Paper that was circulated. Mr D McLean informed the Committee that the report now included >7 day (reportable) stats, in line with the recent changes to the Reporting of Incidents, Diseases and Dangerous Occurrences Regulations (RIDDOR). He also informed the Committee that he had sent the last 10 years accident stats to academic colleagues in Statistics and would report any significant findings back to the Committee.

HSWC/2012/20 Marsh Audit Update (Paper 4 - to be tabled on the day)

The Committee **noted** the Paper that was circulated. Mr D McLean informed the Committee that Marsh had carried out a safety audit between December 2011 and May 2012. This had resulted in 179 recommendations for improvement with 4 of those being high priority. The Paper included a table which broke down the recommendation actions into College/US level along with the % of completed actions, according to the response from several email contacts made by the General Safety Adviser, Portia Lamb. The Committee **agreed** that a lot of these actions may well be completed but not identified as such to SEPS. College reps would take the recommendations to CMG to ensure that all actions were not only completed but identified as such, in writing, to SEPS. Mr D Newall would do the same at USMG. Mr McLean would follow-up by discussion outstanding issues with the relevant School/Institute/Service. The Committee **agreed** that ongoing actions such as annual inspections be considered complete on the action log once the mechanisms for achieving them could be evidenced to be in place. The Committee **thanked** Mr McLean for his update.

HSWC/2012/21 Safety Auditing, moving forward (Paper 5)

The Committee **noted** the Paper that was circulated. Mr D McLean informed the Committee that SEPS had produced a guide to the audit process that included a health and safety management checklist. The plan was to initially focus on units not audited by Marsh, such as lower risk US units, as a training and support exercise. If this proved successful they would

then move to larger units and, in time, those already audited by Marsh. Mr McLean agreed to feedback to the Committee in March.

HSWC/2012/22 Fire Safety E-Learning (verbal update Mr D MacLean)

Mr D McLean informed the Committee that SEPS had purchased a 3 yr license for a fire safety e-learning package from Cylix, the supplier of the Equality & Diversity e-training software. This would be available as an alternative to face to face training for general staff but not fire wardens or fire officers. He hoped that over the 3 years 6,500 staff would complete the e-training and that the training would become mandatory. The Committee **advised** against seeking to make the training mandatory, but asked that it should be broadcast effectively, that staff should be strongly encouraged to participate, and that take-up should be monitored and reported back to the Committee. He agreed to liaise with SDS to interface with the CORE module for recording training. Committee members were asked that they complete the training and feedback to Mr McLean.

HSWC/2012/23 Free Health & Safety Training from Insurers (verbal report Mr D McLean)

Mr D McLean informed the Committee that the current 3 year contract with Zurich Municipal, the University's insurers, included up to £20,000 worth of health & safety training. SEPS had identified several courses including "management of safety for senior executives" and 5 x 1 day risk assessment courses which it was thought would be beneficial to the University. These would be available in 2013 and Mr McLean would be asking for nominees to attend these courses.

HSWC/2012/24 Management of Stress & Mental Wellbeing in the Workplace Policy (Paper 6)

The Committee **noted** the Paper that was circulated. Ms S Woolcott informed the Committee that there were 3 main changes to the Policy:

- The Title changing from "Policy on Management of Stress and Mental Wellbeing in the Workplace" to "Policy on Management of Stress in the Workplace".
- The focus would be on stress rather than mental health as mental health and wellbeing would have separate documentation.
- The roles and responsibilities had been amended to reflect HSE guidelines on best practice toward management and peer support. This was as a result of feedback from the staff survey.

The Committee **agreed** to feedback any comments or suggested changes to Ms Woolcott by the end of December 2012 and that the draft revised Policy would be passed for information and comment to all CMG's and USMG, with feedback required, in January 2013.

The Committee **welcomed** Ms Mhairi Taylor, Head of Equality & Diversity, and **thanked** her for attending the meeting. Ms Taylor discussed the University's strategy for wellbeing which would involve the revision of the current mental health guideline for staff support students and the creation of a mental health guideline for staff. These documents would tie in with the Management of Stress in the Workplace Policy that was currently being amended. The wellbeing vision was "to create a campus community where mental health is valued and encouraged through support mechanisms based on a holistic wellbeing perspective". When drafting the new wellbeing guidelines, the University would follow the Royal College of Psychiatrists model which stated that "to attain positive mental health an individual needs to be able to function well in four domains: biological, psychological, social and spiritual". Ms

Taylor felt that although the University already had a lot of support available to cover these domains, not all staff and students were aware of their existence. This was an issue that would be addressed over the coming months. The Committee **complimented** Ms Taylor on her work thus far and **asked** that she keep the Committee updated.

HSWC/2012/25 Any Other Business

There was no other Committee business.

HSWC/2012/26 Date of Next Meeting

The next meeting of the Health, Safety & Wellbeing Committee will take place on Wednesday 13th March 2013 at 10am in the Melville Room.

Created by: Miss Debbie Beales

UNIVERSITY OF GLASGOW

Communications to Court from the meeting of Senate

on Thursday, 7 February 2013

Dr Jack Aitken

1. Outcome Agreement

Senate received a summary of the results of its bids for funding/additional funded places in conjunction with the University's Outcome Agreement with the SFC for 2012-13. The University had received:

- 16 places for articulation onto study on courses at the Dumfries Campus
- 25 places in Life Sciences
- 200 Widening Access places
- 122 places on specific postgraduate taught programmes (national total: 850-900).

This was extremely good news: the University had been awarded more postgraduate taught places than any other institution. Feedback from the SFC indicated that the detailing of how the postgraduate programmes would impact on corresponding areas of industry and society had been very persuasive. The Principal wished to recognise the excellent work the Deans of Graduate Studies and colleagues in the Colleges and Schools had carried out in developing the cases for funding bids. The decision to fund postgraduate students represented a significant development and marked a departure from the approach in the rest of the UK. The University's success was particularly impressive in view of the more obvious fit between other institutions' missions and Government priorities.

Senate also received the current draft of the University's Outcome Agreement for 2013-14. It was explained that the structure of the draft Agreement was similar to that for 2012-13, in that both documents included sections dealing with Knowledge Exchange, Coherent Provision and Widening Access. For 2013-14, the SFC had added Graduate Skills and International Competitiveness in Research. Comment was particularly sought on these additional topics and Senate members were invited to contact Professor Nolan, Senior Vice-Principal with views on these issues.

2. Draft Knowledge Exchange and Impact Strategy

Senate received a presentation from Professor Beaumont, Vice-Principal for Research & Enterprise, on the draft University Knowledge Exchange and Impact Strategy.

The context for the draft Strategy lay in the fact that the universities made significant contributions to the economy, culture and society on regional, national and global levels. Government and research funder focus was moving towards the recognition and reward of

academic endeavour beyond traditional research outputs and included a significant element covering the creation of economic, societal, cultural or policy related impacts. Impact would be assessed for the first time in the Research Excellence Framework in 2014, and the expectation was that there would be increasing emphasis in quality profile & associated funding. Given the importance of Impact, it was no longer appropriate to be disengaged from the process of generating Impact. The University had to be systematic and proactive in ensuring that impacts were derived from research outcomes wherever possible.

There were a range of ways in which academic research produced societal and economic impact. Examples of key initiatives being pursued by the University lay in the areas of industrial engagement, enterprise and commercialisation, the creation of associated research institutes, centres and networks, and through public engagement forums.

Professor Beaumont noted a number of common success factors involved in the generation and recognition of impact. These included the commitment of individuals involved, the maintaining of collaborative relationships, research that was excellent in itself, being proactive in engaging policy makers, practitioners, the public or industry as appropriate, and responding quickly and imaginatively to external needs.

Challenges lay in the fact that it was not always easy to measure or monitor impact. KE networks and relationships took a long time to establish and nurture and most funding had been short term/project specific, making it hard to recruit & retain staff in KE roles.

The aim of the proposed Strategy was stated as:

‘Capitalising on the breadth of our research portfolio, we aim to accelerate generation of economic and societal impacts in the UK and internationally, through proactive knowledge exchange activities and relationships.’

Taking the Strategy forward, the focus would be on five enabling themes which, once implemented, would maximise opportunities to make research relevant to users, have it taken up by them and demonstrate impact. The five themes were to develop:

- Partnerships
- Leadership
- Enterprise and Commercialisation
- Public Engagement
- The environment and infrastructure

The aim in implementing the Strategy was to reduce the burden and barriers for proactive academic engagement in KE and impact. The University needed to be systematic in our approach to KE, design KE into research portfolio on the outset, resource it properly, and be more proactive in linking with current and potential research users.

Professor Beaumont concluded with information on how it was intended that staff would make use of the KE Strategy. This would involve a framework for Colleges / Institutes / Centres, etc., to use to define their priorities for KE and Impact and make investment decisions. In this, Colleges could choose what to promote, within the framework or other priorities. There would be a toolkit / framework through which the University aimed to provide structured support to researchers engaging in Knowledge Exchange. Work would be carried out to identify support

required to enable a more structured and proactive project such that KE was more likely to lead to Impacts and to raise awareness about KE and Impact such that researchers were more able to identify opportunities for engagements. The implementation tasks were largely the responsibility of the support functions and shaped to aid researchers in engagement. Associated activity also needed to fit within a managed portfolio of activity within academic units.

Professor Beaumont invited members to submit views and comments. The final draft of the Strategy would be submitted to Senate and Court in April for approval.

3. Post-16 Education (Scotland) Bill

Senate discussed the Post-16 Education (Scotland) Bill. While the Bill chiefly concerned Further Education, four sections of the Bill would affect Higher Education. These concerned: good management and governance; widening access; a fee cap; and Scottish Funding Council reviews of Higher Education institutions. If passed in its current terms, as a condition of funding, the Bill would require universities ‘...to comply with any principles of governance or management which appear to the Scottish Ministers to constitute good practice...’ It was heard that Universities Scotland, some individual university Principals and Students’ Union Presidents had expressed concern that this measure, together with the potential for Funding Council reviews, was potentially inappropriately intrusive in that it could allow unwarranted interference with institutional autonomy, including with respect to patterns of provision. Globally, evidence suggested that the HE sector performed best where accountability was balanced by autonomy. The suggestion was made that members should communicate concerns to their MSPs.

4. Management of Teaching Space

The Secretary of Court, Mr Newall, apologised for the difficulties experienced in the current session with room allocations for teaching. A number of factors had contributed to the difficulties experienced and these were explained, together with reports on action that was being taken to address them.

The Central Timetabling Team (CTT) had been insufficiently resourced. Two junior posts had now been established and this would enable more rapid and individual handling of requests and concerns.

Incomplete data had been entered into the central timetabling system, and there had been need to manually enter data on two systems, with associated errors. A new process would be used for 2013-14. If successful, this would eliminate the need for manual entry, confirm room allocations earlier and make better use of space. Earlier allocation of space would permit Schools to validate allocations and address problems ahead of the start of semester.

A general increase in student numbers had also placed additional pressure on accommodation. A particular issue was the limited number of large lecture theatres. It was hoped there would be two further such spaces available for 2013-14. This would relieve pressure on smaller spaces also.

A further issue was the large number of requests for changes that CTT had received after the associated deadline. Adherence to the stages of the new process would help forestall last minute difficulties.

It was expected that the measures being taken to address the difficulties of the present session would greatly reduce problems in 2013-14.

5. Education Policy & Strategy Committee

Senate received a presentation from Professor Coton, Vice-Principal (Learning & Teaching) on the work of the Education Policy & Strategy Committee (EdPSC).

Key aspects of the Committee's remit included oversight of the University Learning & Teaching Strategy and ensuring that associated policies and processes - notably those concerned with academic standards - were robust and forward looking. The Committee was also responsible for promoting a University portfolio of provision that was appropriate and underpinned by innovative pedagogy and the use of technology. The Committee also had a key role in supporting the personal development of our students and in staff development. EdPSC also contributed to internationalisation, in part through its promotion and oversight of the educational elements of strategic alliances and partnerships.

Major areas where the Committee would be engaged in the next year were ELIR – The Enhancement Led Institutional Review of the University that would take place in 2014. EdPSC would oversee the preparations for this. The Committee was also engaging in the development of the University's E-learning strategy. EdPSC would also be looking at how best to interact with the changes in Scottish schools resulting from the development and introduction of Curriculum for Excellence and would be re-developing the University's admissions policy in light of these changes in Scotland as well as elsewhere in the UK. The Committee also had oversight of the National Student Survey and the implementation of agreed follow-up actions.

6. Slavonic Studies Update

In an update from the Head of the School of Modern Languages and Cultures, Professor Macklin, it was reported that a new Masters programme in Slavonic Studies was under development.

7. Nursing Update

Professor Dominiczak, Vice-Principal and Head of the College of Medical, Veterinary & Life Sciences, reported that the joint University of Glasgow/Glasgow Caledonian University working group established to consider how the two universities might work more closely with respect to Nursing was making very good progress. The group was co-chaired by Professor Pignatelli, the Head of the School of Medicine, and by his counterpart at GCU. Thanks were due to Professor Pignatelli and the staff in Nursing. Seven meetings of staff and students had now been held. A preliminary option appraisal had been produced, focusing on postgraduate taught and Honours provision and on research and scholarship. Funding of £200K had now been provided by the Funding Council to develop the option appraisal further. Separately, Government had announced that student numbers in Nursing in Scotland in 2013 would be maintained at the same level as in 2012. This was also good news, as a cut had been feared. Mrs Sneddon, the Head of Nursing, confirmed the positive situation. Staff had identified a range of opportunities for collaboration between the universities. It was agreed that the proposals would be shared with Senate. A report from the School on progress since the University consultation exercise had been drafted. While some aspects of the document were reported to have been

superseded, discussion would take place to arrange for it to be submitted to Court; this would provide a valuable sense of closure for staff in Nursing with respect to the consultation exercise.

8. Social Networking Guidelines for Students

Senate received a report from the Student Support and Development Committee concerning the development of guidelines for students on the use of social networking. The Committee had received a paper on the matter from the Students' Representative Council. The paper noted the potential benefits of students engaging in social media to support academic and career development. Examples of this were the introduction of student forums and other social networking resources associated with University courses. However, the SRC paper noted concerns around inappropriate use of social networking by students, and highlighted an increased number of cases being seen by the SRC Advice Centre and students concerns raised through SRC Council. It was reported that the SRC and Senate Office would work together to develop guidelines for students. These would be likely to build on advice on the SRC web site and information already being issued to students in English Literature.

9. Ad-hoc Senate/Court Committee

The Clerk of Senate reported that nominees had been identified from three of the four Colleges to serve on the Ad-hoc Senate/Court Committee to be established to consider appropriate significant issues that lay within the remits of both Court and Senate. The remaining positions on the Committee to be occupied by members of Senate would be held by two of the Senate Assessors on Court. It was expected that the nominee from the fourth College would be identified shortly and the names of those concerned would be forwarded to Court for information.

10. Intimations

Senate stood in silence to mark its respect for two former members whose deaths had recently been announced.

Emeritus Professor Peter Walsh

Peter Walsh, who died on January 16th 2013, was Professor of Humanity from 1972 until his retirement in 1993, and served as Dean of the Faculty of Arts between 1986 and 1988. Previously he had held posts at University College Dublin and at the University of Edinburgh. He played a pivotal role in widening the appeal of classical subjects at Glasgow through the development of programmes in Classical Civilisation.

Emeritus Professor John Hunter

The death has also been reported of Emeritus Professor John Hunter. Professor Hunter graduated from the University MA in 1944 and obtained a BA and PhD at Cambridge. He held posts in the then Department of Mathematics from 1951 until 1986. He was appointed Professor in 1976.