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TO: ALL MEMBERS OF COURT

A meeting of the University Court constituted under the University of the West of Scotland (Scotland) Order of Council 2015 will be held on **Thursday 26th April 2018 at 4pm in the Board Room, Hamilton Campus.**

Donna McMillan
Secretary to Court

AGENDA

	Apologies for Absence Declaration of Interest		
1.	Minutes	Document	
1.1	Minutes of meeting held on 5 th February 2018	Attached	Approval
2.	Matters Arising		
3.	Determination of Any Other Business		
4.	Chair's Business	Information	Oral Report
5.	Students' Association		
5.1	SAUWS Highlight Report	Discussion	Paper 5.1
6.	Lanarkshire Campus Development	Discussion	Paper 6
7.	Corporate Strategy 2017/2020		
7.1	KPI Performance Report	Discussion	Paper 7.1
8.	Outcome Agreement – 2018/2019	Approval	Paper 8
9.	Athena Swan Annual Report	Information	Paper 9
10.	Scottish Code of Good HE Governance (2017)		
10.1	Report from Governance Working Group	Information	Paper 10.1
10.2	Overview of Alignment <ul style="list-style-type: none"> • Compliance Assurance • Statement of Primary Responsibilities of Court • Annual Effectiveness and Appraisal Schedule 	Discussion and Approval	Paper 10.2
11.	Report from Sub Committees		
11.1	Report from Meeting of Health, Safety & Sustainability Committee held on 12 th March 2018	Information	Paper 11.1
11.2	Report from Meeting of Policy & Resources Committee held on 20 th March 2018	Information	Paper 11.2
11.3	Report from meeting of Audit & Risk Committee held on 27 th March 2018	Information	Paper 11.3

12.	Senate		
12.1	Report from Meeting of Senate held on 22 nd March 2018	Information	Paper 12.1
13.	Principal & Vice-Chancellor's Highlight Report	Discussion	Paper 13
14.	Any Other Business		

Date of Next Meeting: Monday 25th June 2018 at 10 am – Ayr Campus (this meeting will conclude with lunch)

As part of the induction process for membership of Court, a session covering Academic Life, Quality Assurance and the Student Experience will be held on Wednesday 2nd May 2018 at 4pm in the Court Room. All members of Court are welcome to attend this session.

Hamilton, being the 51st meeting of the Court of the University of the West of Scotland

Present: Dr W Hatton (Chair)
Ms H Armstrong
Ms M Curran
Mr C Devlin
Mr R J Dinning
Ms M Gibson OBE
Ms A Gifford
Mr A Gordon
Mr H Henry
Mr A Munro
Professor C Mahoney
Professor C MacDonald
Ms A McKechin
Ms T O'Donnell
Mr K Quinlan
Ms E Shotter
Professor K Sloman
Dr J Thompson

In attendance: Ms D McMillan
Mr M Ross
Professor E Mesbahi
Mr T Gabriele
Mrs A Loudon

The following members of staff were in attendance as observers:

Ms L Lloyd Court & Senate Office Co-ordinator
Ms E O'Reilly Interim Head of Commercial Services

Apologies for Absence

Apologies for absence were received from Ms L Barjonas, Mr D Johnston and Mr W Smith and for early departure from Ms M Gibson, Ms M Curran and Mr A Munro.

Declaration of Interest

No declarations of interest were notified.

1. **Minutes**

1.1 **Minutes of Meeting held on 5th February 2018**

The Minutes of the meeting held on 5th February 2018 were approved as a correct record, proposed by Professor K Sloman and seconded by Mr R J Dinning.

2. **Matters Arising**

There were no matters arising other than those contained elsewhere in the agenda.

3. **Determination Of Any Other Business**

No additional items of business had been notified.

4. **Chair's Business**

The Chair updated members on discussions at various internal and external meetings she had attended since the last meeting of Court. This included attendance as an observer at a recent meeting of the Senate which the Chair had found to be a valuable experience particularly in relation to increasing understanding of developments in research and teaching and learning and in providing assurance to the Senate of Court's commitment to the Corporate Strategy.

Court was interested to note that the Chair had attended an Athena Swan Conference at the Paisley Campus earlier in the day.

Court noted that the Committee of Scottish Chairs (CSC) had been consulted on the development of a sector Vision for 2030. It was intended that this would be used to inform Scottish Government and other stakeholders on the importance of the HE sector.

The Vice Chair of Court updated members on discussion at a recent meeting of the Committee of University Chairs (CUC). This had included discussion of the draft CUC Remuneration Code where it had been acknowledged that while Scottish HEIs would use elements of the Remuneration Code, the Scottish HE Code of Good HE Governance had primacy.

On behalf of Court, the Chair congratulated the Principal & Vice-Chancellor on his achievement of finalist in the recent Guardian Inspiring Leaders Awards. In addition, the Chair congratulated Professor K Sloman who was awarded a personal professorship in the recent academic promotions process. Court members would be invited to Professor Sloman's inaugural lecture in June 2018.

5. **Students' Association**

5.1 **SAUWS Highlight Report**

The President of SAUWS spoke to the report which provided an update on activities of the Students' Association since the last meeting of Court.

Court was interested to note the manifestos of the incoming sabbatical officers and congratulated Ms E Shotter on her election as President of SAUWS with effect from 1st July 2018. As the President of SAUWS was leaving earlier than intended to take up a permanent position, the Vice President (Education) would be Interim President for the remainder of the academic session.

The remainder of the report was noted for information.

6. **UWS Lanarkshire Campus Project**

The Chief Finance Officer spoke to the UWS Lanarkshire Campus Project Report which appraised Court of key activities and milestones since the last meeting.

The focus of the project team was now moving towards operational transitional planning and a number of preparation events were being planned. Campus orientation would be held in mid-July and staff would receive an induction in advance of their relocation. Engagement with students and applicants was included in the transition plan.

A number of members of Court had visited the new Campus earlier in the day and had been impressed by the new facilities.

In response to a question, the Executive Director of Strategic Planning, Marketing, Recruitment & Engagement updated Court on ongoing discussions in respect of transport arrangements to the new Campus. Meetings had also been held with other employers on the site with a view to fostering relationships and promoting stakeholder engagement.

The remainder of the report was noted for information.

7. **Corporate Strategy 2017/2020**

7.1 **KPI Performance Report**

Court was pleased to note the trajectory and progress being made on two KPIs where new public data had been published since the last meeting of Court. The schedule of data availability for the remaining KPIs was noted.

8. **Draft Outcome Agreement**

The Executive Director of Strategic Planning, Marketing, Recruitment and Engagement spoke to the draft UWS SFC Outcome Agreement highlighting the significant amount of work undertaken in drafting the document by colleagues in Strategic Planning & Development.

Key developments and adjustments to various key priority outcomes were noted.

After discussion, Court endorsed the draft Outcome Agreement for onward submission to the Funding Council.

9. **Athena SWAN Annual Report**

The Vice Principal (Academic) spoke to the report which provided for the information of Court an update on progress Athena SWAN has made at institutional level this academic year.

Court welcomed the informative report and the systematic approach and positive actions being adopted to maintain the University's commitment to the principles of the Athena SWAN Charter and address any gender barriers to participation,

progression and success. Members of Court were encouraged to submit any suggestions to integrate and further embed the Athena SWAN ethos for consideration by the Athena SWAN Committee.

10. **Scottish Code of Good HE Governance (2017)**

10.1 Report from Governance Working Group

Court noted for information the report from the meeting of the Governance Working Group held on 5th April 2018.

10.2 Overview of Alignment

The Secretary to Court spoke to the report which provided an overview of actions required to ensure alignment with the Higher Education Governance (Scotland) Act 2016 and the revised Scottish Code of Good HE Governance.

Court noted that external advice was being sought in relation to the management of the process for the election of the Chair of Court, following which a draft scheme would be brought forward to Court for approval.

Noting the requirement for two Trade Union representatives to be included in the membership of the governing body, Court agreed with the recommendation from the Governance Working Group that the total number of members of Court should be retained at 25 with the number of Senate members reduced from 2 to 1, and the number of lay members reduced from 16 to 15 to accommodate this change in composition.

The rules for the appointment of Trade Union representatives would be brought forward for approval by Court in due course. A Senate working group had been established to develop recommendations on the composition of the Senate resulting from the provisions of the Act.

Members confirmed that they were content that current processes as outlined in Appendix 1 of the report aligned with the requirements of the revised Code.

Court approved the revised Statement of Primary Responsibilities and endorsed the annual review and effectiveness schedule.

The remainder of the report was noted for information.

11. **Report from Sub Committees**

11.1 Report from Meeting of Health, Safety & Sustainability Committee held on 12th March 2018

The Chair of the Health, Safety & Sustainability Committee spoke to the report from the meeting held on 12th March. She drew members' attention in particular to the revised arrangements for local health and safety committee structures and reporting frameworks, noting that these would enhance arrangements to provide assurance to Court of engagement in health and safety across the University.

The implementation of the new Awaken E learning System for health and safety training was noted. With regard to mandatory health and safety training, the Chair of the Committee confirmed that the system would be monitored to ensure this was being undertaken by staff. Face to face training would continue to be provided where appropriate, along with bespoke training if required.

The remainder of the report was noted for information.

11.2 Report from Meeting of Policy & Resources Committee held on 20th March 2018

The Chair of PRC spoke to the report of the meeting of PRC held on 20th March 2018.

Court noted approval of the 2019/2020 Tuition Fees and Residence Rental levels. With regard to the University residential accommodation, Court noted that the increase was intended to ensure an overall break-even financial situation. In this connection, the President of SAUWS highlighted that while it was important for safe and high quality accommodation to be provided, it was also important to acknowledge that student income had not increased at the same rate.

The Chief Finance Officer updated Court on ongoing discussions with Santander in relation to the revolving credit facility. Court noted that it was anticipated that arrangements would be concluded shortly.

Members were reminded that papers for PRC were made available to all members of Court on Airwatch following each meeting of the Committee.

The remainder of the report was noted for information.

11.3 Report from Meeting of Audit & Risk Committee held on 27th March 2018

The Vice Chair of the Audit & Risk Committee spoke to the report of the meeting held on 27th March 2018.

He drew members' attention to the External Audit Planning highlighting the work to be undertaken to confirm confidence in the accounting treatment of the new Lanarkshire Campus.

Court noted for information the revised Corporate Risk Register. It was agreed that it would be useful for future iterations to include an indication of the Risk Appetite for each corporate risk, together with a summary report highlighting key movements.

The remainder of the report was noted for information.

12. Senate

12.1 Report from Meeting of Senate held on 22nd March 2018

Court noted for information the report from the meeting of Senate held on 22nd March 2018. Members of Court were encouraged to attend Senate as observers.

13. **Principal & Vice-Chancellor's Highlight Report**

Court noted with interest the report which provided an update on developments and activities across the University since the last meeting of Court.

14. **Any Other Business**

As this was her last meeting, on behalf for Court the Chair thanked the President of SAUWS for her contribution to the work of the Court during her period of appointment and wished her well for the future.

There being no further business, the Chair declared the meeting closed.