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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 **Monday 5th February 2018 at 2:15pm in Room Duncan 1, Easterbrook Hall, Dumfries.**

Donna McMillan
Secretary to Court

AGENDA

	Apologies for Absence Declaration of Interest		
1.	Minutes		Document Attached
1.1	Minutes of meeting held on 13 th November 2017	Approval	
2.	Matters Arising		
2.1	Min Ref 2.1 – This item is exempt from disclosure under Section 33 of the Freedom of Information (Scotland) Act 2002.	Information	Oral Report
2.2	Min Ref 4.2 – Appointment of Deputy Principal	Homologation	Paper 2.2
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 Presentation from Professor Paul Martin CBE, Depute Principal	Discussion	Oral Report
7.	Dumfries Campus Initiatives	Discussion	Paper 7
8.	Corporate Strategy 2017/2020		
8.1	KPI Performance Report	Discussion	Paper 8.1
9.	Scottish Code of Good HE Governance (2017)		
9.1	Report from meeting of Governance Working Group held on 18 th January 2018	Information	Paper 9.1
10.	Appraisal of Chair of Court	Approval	Oral Report
11.	Appointment of University Chancellor	Approval	Paper 11
12.	Report from Sub Committees		
12.1	Report from Meeting of Policy & Resources Committee held on 23 rd January 2018	Information	Paper 12.1
12.2	Report from meeting of Audit & Risk Committee held on 24 th January 2018	Approval	Paper 12.2
12.3		Information	Paper 12.3

	Report from meeting of Remuneration Committee held on 26 th January 2018		
13.	Senate		
13.1	Report from Meeting of Senate held on 17 th January 2018	Information	Paper 13.1
14.	Principal & Vice-Chancellor's Highlight Report	Information	Paper 14
15.	Dates of Meetings – 2018/2019	Information	Paper 15
16.	Any Other Business		

Date of Next Meeting: Thursday 27th April 2018, 4pm – Hamilton Campus

Dumfries, 5th February 2018 being the 50th meeting of the Court of the University of the West of Scotland

Present: Dr Waiyin Hatton (Chair – except for item 10)
Ms H Armstrong
Ms L Barjonas
Mr R J Dinning
Ms M Gibson OBE
Ms A Gifford
Mr A Gordon
Mr H Henry
Professor C MacDonald (Chair item 10)
Professor C Mahoney
Professor P Martin CBE
Mr A Munro
Ms A McKechin
Ms T O'Donnell
Mr K Quinlan
Ms E Shotter
Dr K Sloman
Dr J Thompson

In attendance: Ms Y Brady
Mrs S Cosh
Mrs A Loudon
Ms D McMillan
Professor S Olivier
Mr M Ross (items 6-8 only)

Apologies for absence were received from Mr C Devlin, Ms M Curran, Mr D Johnston and Mr W Smith.

Declaration of Interest

Mr R J Dinning declared an interest in agenda item 8 – Dumfries Campus Initiatives.

Welcome

The Chair welcomed Professor S Olivier and M Y Brady who were in attendance as observers.

It was agreed that discussion of item 10 (Appraisal of Chair of Court) would be taken as the last item on the agenda.

1. **Minutes**

1.1 **Minutes of Meeting held on 13th November 2017**

Subject to inclusion of Dr K Sloman and Ms E Shotter in the list of those present, the minutes of the meeting held on 13th November 2017 were approved as a correct record, proposed by Ms M Gibson OBE and seconded by Mr A Gordon.

A member suggested that the minute of discussion of agenda item 13 (Management of Media Relations) did not wholly reflect the requirement for Court to be kept up to date with matters of ongoing strategic importance which may impact on delivery of the Corporate Strategy. This enhancement was endorsed by Court.

2. **Matters Arising**

2.1 Min Ref 2.1

This section is exempt from disclosure under Section 33 of the Freedom of Information (Scotland) Act 2002.

2.2 Min Ref 4.2 – Appointment of Deputy Principal

Court homologated approval by Chair's action of the appointment of Professor Steve Olivier as Deputy Principal, noting that Professor Olivier would commence employment with the University in May 2018.

3. **Determination of Any Other Business**

No additional items of business had been notified.

4. **Chair's Business**

The Chair updated Court on recent meetings and events she had attended in her capacity as Chair and thanked those members who had participated in the process for the appointment of the new Deputy Principal.

5. **Students' Association**

5.1 SAUWS Highlight Report

The President of SAUWS spoke to the report which provided for the information of Court an update on recent activities at the Students' Association. Court was pleased to note the appointment of an Interim Chief Executive and that following the transfer of Team UWS into the Student Life Directorate work was ongoing to develop an enhanced and effective working partnership.

Members were reminded that Crichton University Campus Students' Association (CUCSA) operated at the Dumfries Campus. Further consideration would be given to ways in which SAUWS could work collaboratively with CUCSA to support the student experience at the Campus.

The remainder of the report was noted for information.

6. **Lanarkshire Campus Development**

The Depute Principal made a presentation to Court on the Lanarkshire Campus Development Project. He reminded members of the history of the project journey and the significant work undertaken to develop a world leading higher education facility and innovate leading edge campus, highlighting the significant early student applicant interest already being shown.

The Depute Principal formally thanked UWS colleagues; external partners and stakeholders involved in the project and commended all for their continued commitment to bring the project in on time and on budget.

The Chair of Court and Chair of Audit & Risk Committee had recently visited the Campus development and there would be opportunities for members of Court to visit in due course.

In response to a question, the Depute Principal confirmed that proposals to name the buildings at the Campus would be brought forward to Court for approval.

7. **Dumfries Campus Initiatives**

Court noted for information the report which detailed some of the operating arrangements of the Dumfries Campus and set out proposals for the University's presence in the locality.

Members welcomed the report and the Campus tour and showcase of some of the work of staff and students held in advance of the meeting which had provided a useful insight into the Campus operation.

8. **Corporate Strategy 2017/2020**

8.1 **KPI Performance Report**

The Director of Strategic Planning & Development spoke to the report which detailed latest performance data and commentary on the University's progress in achieving the KPIs in the refreshed Corporate Strategy.

Members welcomed the revised reporting format and agreed that this could be further enhanced with a consistent approach to measurement including clear trajectory and supporting text.

It was agreed that it would be useful for a separate session to be provided to Court to enable a detailed insight into non-EU student recruitment. This would be arranged by the Court Office in due course.

Court noted that the University's participation in TEF would be kept under review

The remainder of the report was noted for information.

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

9.1 **Report from meeting of the Governance Working Group held on 18th January 2018**

Court noted for information the initial report from the Governance Working Group established to take forward changes in processes required by the implementation of the Higher Education Governance (Scotland) Act 2015 and the revised Scottish Code of Good HE Governance. Recommendations would be brought forward to Court for approval as matters evolved.

10. **Appraisal of Chair of Court**

It was agreed that discussion of this this item would be taken at the end of the meeting.

11. **Appointment of University Chancellor**

Court approved the recommendation that Dame Elish Angiolini DBE QC be appointed University Chancellor for a further 5 year period, ie to September 2023.

12. **Report from Sub Committees**

12.1 **Report from Meeting of PRC held on 23rd January 2018**

The Vice Chair of PRC spoke to the report from the meeting held on 23rd January 2018.

Court noted that PRC had approved a recommendation for provision of Facilities Management services at the Lanarkshire Campus. The approval and implementation of a revised Voluntary Severance/Voluntary Early Retirement Scheme was noted. In response to a question, the Depute Principal confirmed that the University's recognised Trade Unions understood the drivers for change and that the VS/VER Scheme sat within the broader context of the University's Organisational Change Policy.

The remainder of the report was noted for information.

12.2 **Report from Meeting of Audit & Risk Committee held on 24th January 2018**

The Chair of the Audit & Risk Committee spoke to the report from the meeting held on 24th January 2018.

Court approved the revised Terms of Reference for the Internal Audit Service, noting that any additional resources necessary to deliver the approved audit programme would be secured in consultation with the Chair of the Committee and the Chief Finance Officer. The requirement for the Internal Audit Service to be flexible and reactive to issues as they arose and the resultant impact on to the audit programme was acknowledged.

Proposed enhancements arising from the review of the effectiveness of the Committee were noted. Court was interested in the revised methodology adopted by the Committee for the review of its effectiveness. This included suggestions for separate induction sessions for new members of the Committee.

The remainder of the report was noted for information.

12.3 **Report from meeting of Remuneration Committee held on 26th January 2018**

The Chair of the Remuneration Committee spoke to the report from the meeting held on 26th January which had been convened to consider the provisions of the draft CUC Remuneration Code which was currently out for consultation. Court noted that, in general, members of the Committee were comfortable with the draft

Code but had agreed to await the outcome of the deliberations of the Committee of Scottish Chairs on it before deciding whether or not the University would respond direct to the consultation.

It was noted that those paragraphs of the revised Scottish Code of Good HE Governance which referred to the membership and operation of the Remuneration Committee had been referred to the Committee for consideration.

The remainder of the report was noted for information.

13. **Senate**

13.1 **Report from Meeting of Senate held on 17th January 2018**

The Principal & Vice-Chancellor spoke to the report from the meeting of Senate held on 17th January 2018 highlighting in particular the proposed changes to the structure of the academic year and subsequent term dates for 2018/19 and 2019/20.

The opportunity to attend meetings of Senate as observers was recommended to members of Court and this was endorsed by members who had recently taken up this opportunity.

The remainder of the report was noted for information.

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

Court noted for information the Principal & Vice-Chancellor's Highlight Report.

The reshaping of the Schools of Health, Nursing and Midwifery, Engineering and Computing and Science and Sport into two schools - School of Health and Life Sciences and School of Engineering and Technology (working titles) was noted.

In response to a question, the Chief Finance Officer confirmed that the activation of the transfer of funded places between price groups at the request of SFC was price neutral to the University.

15. **Date of Meetings – 2018/2019**

Dates of meetings for the 2018/2019 academic session were noted for information.

The Chair of Court highlighted the University's graduation schedule and encouraged members, where possible, to attend these celebrations of student success.

16. **Any Other Business**

16.1 **Retiral of Professor P Martin CBE, Depute Principal**

This being his last meeting of Court, the Chair wished to formally put on record her thanks to Professor P Martin CBE for his commitment to the work of the University Court, and on behalf of Court wished him well for a long and happy retirement.

17. **Appraisal of Chair of Court**

The Chair of Court left the meeting for discussion of this item, with the Vice Chair of Court assuming the Chair.

The Independent Member of Court reminded members that the process for the appraisal of the Chair of Court had been agreed at the last meeting. Court noted that this process had been completed and members were thanked for their input. A positive outcome would be recorded and feedback provided separately to the Chair of Court.

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