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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 25th June 2018 at 10:00 am in Room GT25, Ayr Campus.** This meeting will conclude with lunch at 1:00 pm in the Riverside Café.

Donna McMillan
Secretary to Court

AGENDA

	Apologies for Absence Declaration of Interest		
1.	Minutes		Document Attached
1.1	Minutes of meeting held on 26 th April 2018	Approval	
2.	Matters Arising		
3.	Determination of Any Other Business		
4.	Chair's Business	Information	Oral Report
5.	Students' Association		
5.1	SAUWS Annual Report	Discussion	Paper 5.1
5.2	SAUWS Governance Review	Discussion	Paper 5.2
6.	Senate		
6.1	Report from Meeting of Senate held on 6 th June 2018	Information	Paper 6.1
7.	Finance		
7.1	Financial Projections – 2017/2018; Budget 2018/2019	Approval	Paper 7.1
7.2	Finance Proposal : Santander	Information	Oral Report
7.3	SFC Strategic Plan Forecast	Approval	Paper 7.3
7.4	SAUWS Financial Report	Approval	Paper 7.4
8.	Lanarkshire Campus Development		
8.1	Presentation	Discussion	Oral Report
8.2	Project Report	Information	Paper 8.2
9.	Corporate Strategy 2017/2020		
9.1	KPI Performance Report	Discussion	Paper 9.1
10.	Scottish Code of Good HE Governance (2017)		
10.1	Report from Governance Working Group	Approval	Paper 10.1
10.2	Trade Union Representation on Court – Process	Approval	Oral Report
11.	Annual Legislative Compliance Report	Discussion	Paper 11
12.	Report from Sub Committees		
12.1	Report from Meeting of Governance & Nominations Committee held on 16 th May 2018	Information	Paper 12.1

12.2	Report from Meeting of Health, Safety & Sustainability Committee held on 22 nd May 2018	Information	Paper 12.2
12.3	Report from meeting of Audit & Risk Committee held on 29 th May 2018	Information	Paper 12.3
12.4	Report from Meeting of Policy & Resources Committee held on 7 th June 2018	Information	Paper 12.4
12.5	Report from Meeting of Remuneration Committee held on 8 th June 2018	Information	Paper 12.5
12.6	Remuneration Committee Framework	Approval	Paper 12.6
13.	Principal & Vice-Chancellor's Highlight Report	Information	Paper 13
14.	Strategic Discussion Item: "Fresh Eyes" – Presentation by Professor Steve Olivier, Deputy Principal and Deputy Vice-Chancellor	Discussion	Oral Report
15.	Any Other Business		

**Date of Next Meetings: Monday 10th September 2018 at 4:00pm (Strategic Workshop)
Monday 12th November 2018 at 2:30 pm**

Graduation Ceremonies – Summer 2018:

Hamilton Campus – Town House, Hamilton

Tuesday 26th June 2018 – 11am, 2:30 pm and 5:30 pm

The award of honorary doctor will be conferred on Ms A Neilson at the 11:00 am ceremony.

Ayr Campus – Troon Concert Hall

Friday 29th June 2018 – 11am and 2:30 pm

The award of honorary doctor will be conferred on Mr P Doyle at the 2:30 pm ceremony.

Paisley Campus – Paisley Abbey

Tuesday 3rd July 2018 - 11 am and 2:30 pm

The award of honorary doctor will be conferred on Ms E Cameron OBE at the 2:30 pm ceremony.

Wednesday 4th July 2018 – 11 am and 2:30 pm

The award of honorary doctor will be conferred on Dr Alan Goodall at the 2:30 pm ceremony

Thursday 5th July 2018 – 11am and 2:30 pm

The award of honorary doctor will be conferred on Professor P Peattie at the 2:30 pm ceremony.

Induction/Information Sessions for Members of Court:

Induction 5 : Non-EU Recruitment & Research & Enterprise – 28th August at 4:00 pm

Ayr, 25th June 2018 being the 52nd meeting of the Court of the University of the West of Scotland

Present: Dr W Hatton (Chair)
Ms A Gifford
Mr A Gordon
Mr D Johnston
Mr A Munro
Professor C MacDonald
Professor C Mahoney
Ms A McKechin
Ms T O'Donnell
Professor S Olivier
Mr K Quinlan
Ms E Shotter
Professor K Sloman
Mr W Smith
Dr J Thompson

In attendance: Mr T Gabriele
Ms D McMillan
Mr M Ross
Mrs A Loudon
Mrs S Cosh

Apologies for absence were received from Ms L Barjonas, Ms M Curran, Mr C Devlin, Mr R J Dinning, Ms M Gibson OBE and Mr H Henry.

The following were in attendance as observers:

Ms A Buchanan	Library & e-Learning
Ms A Gray	Research & Enterprise
Ms A Milloy	Finance
Mr D Williamson	Internal Audit
Ms M Hill	SAUWS Vice President, Sport & Wellbeing Elect
Mr F Jacob	SAUWS Vice President, Societies & Citizenship Elect
Ms M MacMillan	SAUWS Vice President, Education Elect

Welcome

The Chair welcomed Professor S Olivier to his first meeting of Court following his appointment as Deputy Principal & Deputy Vice-Chancellor.

Declaration of Interest

No declarations of interest were notified.

1. **Minutes**

The Minutes of the Meeting held on 26th April 2018 were approved as a correct record, proposed by Ms T O'Donnell and seconded by Ms A McKechin.

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 appraised Court of recent internal University events she had attended including the SAUWS Dinner, UWS Inspiring Women Conference, STARS Awards and the inaugural lecture by Professor K Sloman. In addition, Court noted that the Chair had contacted the Chair of Glasgow School of Art expressing commiserations following the recent fire in the Mackintosh Building on behalf of the UWS Court.

5. **Students' Association**

5.1 **SAUWS Annual Report**

The President Elect of SAUWS spoke to the report which provided a summary of the work of the Association during the 2017/2018 academic year. Members welcomed the interesting and informative report and the range of activity being undertaken at the Association.

In response to a question, the President Elect outlined the various channels available to provide support to students facing hardship, highlighting the close working relationship with the University's Funding & Advice Team.

The initiative whereby food-bags donated to the UWS multi faith chaplaincy co-ordinator at local churches were made available to students in need was noted. Opportunities to extend the scheme would be kept under review.

The remainder of the report was noted for information.

5.2 **SAUWS Governance Review**

The President Elect of SAUWS spoke to the report which outlined for the information of Court the SAUWS Governance Review and the ongoing process to refine the governance arrangements of the Association. Court noted that at its meeting on 17th May 2018, the SAUWS Board of Trustees formally approved the intention to move to incorporation and become a registered company (limited by guarantee).

Revised Articles of Association for the Students' Association along with a revised Code of Practice, which was required by Section 22 of the Education Act 1994 and which codified the operating arrangements between the Association and the University, would be submitted to the November 2018 Court for approval.

6. **Senate**

6.1 **Report from Meeting of Senate held on 6th June 2018**

The Chair of Senate spoke to the report from the meeting held on 6th June 2018.

Court welcomed the comprehensive review and streamlining of the University's Regulatory Framework for Academic Awards to make it more accessible and user friendly and the review of all student facing policies under a single Policy for Student Success Statement. In this connection, a staff member of Court highlighted the significant level of engagement by academic staff in the review and to the introduction of a number of initiatives which would bring additional flexibility to the student journey.

Court noted that Senate had approved the allocation of programmes from three Schools to the two new Schools whose titles were confirmed as the School of Health & Life Sciences and the School of Computing, Engineering and Physical Sciences.

The Chair reminded members of the opportunity to attend meetings of the Senate as observers. Those who had taken up this opportunity to date commended it as an invaluable part of induction which provided an insight to the academic life of the University as part of the continuing development of members of Court and encouraged others to attend.

The remainder of the report was noted for information.

7. **Finance**

7.1 **Financial Projections 2017/2018; Budget 2018/2019 and Financial Forecast to 2020/2021**

The Chief Finance Officer spoke to the report which set out the projected 2017/2018 outturn; proposed 2018/2019 budget; and financial forecast to 2020/2021. Court was pleased to note that, in line with previous reports, the University continued to grow its income year on year with an underlying operating surplus projected at £1.2m. Taking FRS102 adjustments and other exceptional items into account, an overall figure of - £2.6m was anticipated. The closing cash position was in line with forecast.

The proposed 2018/2019 budget had been developed on a prudent basis and set around a break-even position. However, following implementation of FRS102 adjustments and other exceptional items a further reported deficit position was forecast. As a result, a review had been initiated across the University with a view to rebalancing resources and improve the operating efficiency and effectiveness across the University. Members were reminded that although the FRS102 pension adjustment impacted on the reported statutory accounts, this was a non cash item with limited impact on the University's cash balance.

The Chair of PRC confirmed that the proposals had been discussed by members who had agreed that challenges to HE funding required proactive and positive action to ensure the future sustainability of the institution.

After discussion, Court approved the proposed 2018/2019 budget and endorsed the proposed approach to rebalance resources.

The remainder of the report was noted for information.

7.2 Finance Proposal : Santander

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

.3 SFC Strategic Plan Forecast

Court approved the Strategic Plan Forecast for onward submission to the Funding Council.

7.4 SAUWS Financial Forecast

Court noted and approved the SAUWS budget for 2018/2019 together with the recommendation from the Vice-Chancellor's Executive Group for a block grant to the Association of £636k.

8. Lanarkshire Campus

8.1 Presentation

The Project Sponsor and Project Director presented to Court the final stages of development of the new Lanarkshire Campus which would open to students for the start of the 2018/2019 academic year.

Members confirmed staff and student excitement and enthusiasm for the new Campus, particularly welcoming the changing pedagogy and teaching and learning practices.

8.2 Project Report

Court noted for information the Lanarkshire Campus Project Report.

9. Corporate Strategy 2017/2020

9.1 KPI Performance Report

The Executive Director of Strategic Planning and Marketing, Recruitment & Admissions spoke to the report which detailed for the information of Court external benchmarking publications aligned with the refreshed UWS Corporate Strategy 2017/2020.

After discussion, Court agreed that the measurement of institutional success should be delivery of the Corporate Strategy rather than performance in various league tables and whilst the implications of public perception of league table positions must be borne in mind, achievement of KPI deliverables would drive performance in a range of public data.

The remainder of the report was noted for information.

10. Scottish Code of Good HE Governance

10.1 Report from Meeting of the Governance Working Group

The Secretary to Court spoke to the report from the meeting of the Governance Working Group held on 30th May 2018.

Court noted that proposals in relation to the arrangements for an annual public meeting were being developed, noting that it was intended that this event should encourage engagement with the broadest range of stakeholders.

The provisions in the revised Code in relation to approval by Court of an annual plan that identified those aspects of the Strategic Plan being implemented in the year in question, an annual reflection of performance and benchmarking metrics were noted. In this connection, Court endorsed the recommendation from the Governance Working Group that the current arrangements for monitoring and reporting on institutional performance worked well and should remain as currently in place, with a report on relevant KPI performance being a standing item at meetings of Court.

Court noted that the Working Group would meet once more in the autumn to review progress following which responsibility for consideration of any outstanding actions would be remitted to the Governance & Nominations Committee and the Group would be wound up.

The remainder of the report was noted for information.

10.2 Trade Union Representation on Court – Process

The Secretary to Court updated members on ongoing discussions with the Trade Unions in relation to the process to enable Trade Union representation on Court. Court noted that the nomination of Trade Union members would be made in accordance with rules made by the Court and proposals for this would be submitted to Court for approval in due course.

11. Annual Legislative Report

Court noted for information the annual legislative report which provided assurance to Court of the processes in place to ensure legislative compliance across a number of areas.

12. Reports from Sub Committees

12.1 Report from Meeting of Governance & Nominations Committee held on 16th May 2018

Court approved the recommendation that Mr W Smith be reappointed to membership of Court for a further 3 year period, ie to July 2021.

Members noted that as the period of appointment of Mr D Johnston, elected by “all other staff”, was due to conclude at the end of June 2018, an election would be held at the end of the summer 2018 holiday period to ensure maximum participation of staff.

The remainder of the report was noted for information.

12.2 Report from Meeting of Health, Safety & Sustainability Committee held on 22nd May 2018

The Chair of the Health, Safety & Sustainability Committee spoke to the report from the meeting held on 22nd May.

Court was interested to note the Sustainability Annual Report which provided an overview of progress against the UWS Sustainability Plan and the Corporate Strategy carbon reduction KPI, and welcomed the progress being made in this area.

The Chair of the Committee drew Court's attention to the University's Smoke Free Protocol which had been endorsed by the Committee. Noting that vaping devices were now explicitly included in the Protocol, Court confirmed its strong commitment to enforcing smoke free Campuses across the University.

The remainder of the report was noted for information.

12.3 Report from Meeting of Audit & Risk Committee held on 29th May 2018

Court noted for information the report from the meeting of the Audit & Risk Committee held on 29th May and approved the recommendation for the re-appointment of the University's External Auditors.

12.4 Report form Meeting of Policy & Resources Committee held on 7th June 2018

The Chair of PRC spoke to the report from the meeting held on 7th June 2018.

Court was pleased to note that settlement had now been received in respect of the disposal of the former Ayr Campus and that following positive discussions with the partners, a revised Service Agreement had been concluded for the operation of the London Campus.

The remainder of the report was noted for information.

12.5 Report from Meeting of Remuneration Committee held on 8th June 2018

The Chair of the Remuneration Committee spoke to the report from the meeting held on 8th June 2018.

Court noted that the Committee had reviewed the packs used by all staff as part of the "My Contribution" process. Noting that the same scheme was used across the whole institution including the senior leadership and executive teams, Court agreed that this was a key strength of the process.

The Chair of the Remuneration Committee drew Court's attention to discussion at the Committee in relation to the sections of the revised Scottish Code of Good HE Governance which related to expectations of Remuneration Committees. Court noted that the Committee had confirmed it was content that the expectations of the Code were largely being met. Further consideration would be given to the content and format of reports to Court to ensure an appropriate balance between transparency and confidentiality on individuals' performance. The Chair of Court would engage with

SAUWS and Staff representatives on Court as part of the periodic discussions on their perspective of what constitutes success of the Vice-Chancellor.

The remainder of the report was noted for information.

12.6 **Remuneration Framework**

Subject to minor amendment, Court approved the Framework which detailed the policies and processes to be used by the Remuneration Committee in reaching its decisions. It was agreed that it would be useful for the Remuneration Framework to be published on the University's website to ensure transparency in the process.

13. **Report from Principal & Vice-Chancellor**

Court noted for information the report from the Principal & Vice-Chancellor which provided a general summary of information on University development and activities since the last meeting of Court.

14. **Strategic Discussion Item : "Fresh Eyes"**

The Deputy Principal & Deputy Vice-Chancellor presented to Court his initial thoughts and impressions of the University since commencing his employment.

Members welcomed the insight and observations made, including on the rebalancing project, and looked forward to working with the Deputy Principal in taking the University forward.

15. **Any Other Business**

This being her last meeting, on behalf of Court, the Chair thanked Ms A Gifford for her service as Senate representative on Court during her period of appointment.

Noting that the period of appointment as member elected by all other staff of Mr D Johnston would conclude at the end of June, on behalf of the Court, the Chair thanked Mr Johnston for his service to the work of Court during his period of appointment.

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