

**Agenda for a meeting of the Central Management Group  
to be held at 10.30 am on Wednesday, 15 June 2011  
in the Raeburn Room, Old College**

- |          |  |          |
|----------|--|----------|
| <b>1</b> | <b>Minute of the meeting held on 25 May 2011</b>     | <b>A</b> |
| <b>2</b> | <b>Matters Arising</b>                               |          |
| 2.1      | Membership of Finance and General Purposes Committee |          |
| <b>3</b> | <b>Principal's Business</b>                          |          |
| 3.1      | Principal's Communications                           |          |

**FOR DISCUSSION**

- |          |  |          |
|----------|--|----------|
| <b>4</b> | <b>Finance Update (closed)</b>   | <b>B</b> |
| <b>5</b> | <b>Report from the Standing Consultative Committee for Redundancy Avoidance (SCCRA) (closed)</b> | <b>C</b> |

**FOR INFORMATION/FORMAL APPROVAL**

- |           |   |          |
|-----------|---|----------|
| <b>6</b>  | <b>EUSA volunteering opportunities annual report</b>  | <b>D</b> |
| <b>7</b>  | <b>Edinburgh Students' Charities Appeal (ESCA) annual report</b>                            | <b>E</b> |
| <b>8</b>  | <b>Proposal to Establish a Chair of Astrobiology in the School of Physics and Astronomy</b> | <b>F</b> |
| <b>9</b>  | <b>Proposal to Establish a Chair of Islamic and Inter-Religious Studies</b>                 | <b>G</b> |
| <b>10</b> | <b>Proposal to Establish a Chair of International Banking Law and Financial Regulation</b>  | <b>H</b> |
| <b>11</b> | <b>Any Other Competent Business</b>   |          |
| <b>12</b> | <b>Date of next meeting</b>   |          |

Wednesday, 24 August 2011 at 10.30 am in the Cuillin Room, Charles Stewart House



## Central Management Group

Wednesday, 25 May 2011

### MINUTE

Present:

The Principal (in the chair)  
Vice-Principal Professor A McMahon  
Vice-Principal Professor M Bownes  
Vice-Principal Professor N Brown  
Vice-Principal Professor D Fergusson  
Vice-Principal Professor S Hillier  
Vice-Principal Professor D Miell  
Vice-Principal Professor L Waterhouse  
Professor J Seckl  
Mr N A L Paul  
Dr K Waldron

In attendance:

Mr A Currie  
Mr J Gorringer  
Ms S Gupta  
Mr D Waddell  
Ms S Cannell (on behalf of Vice-Principal Professor J Haywood)  
Dr K J Novosel

Apologies:

Vice-Principal Professor J Haywood  
Vice-Principal Professor R Kenway  
Vice-Principal Professor D Hounsell  
Dr I Conn  
Dr A R Cornish

## 1 MINUTE OF THE MEETING HELD ON 20 APRIL 2011 Paper A

The Minute of the meeting held on 20 April 2011 was approved as a correct record.

## 2 PRINCIPAL'S BUSINESS

### 2.1 Principal's Communications

It was with great sadness that CMG noted the death of Professor Noreen Murray and that the Principal would be attending her funeral today, representing the University.

The Principal reported on the following: reputational issues in the Scottish higher education sector; on-going challenges with respect to the UK Border Agency particularly around changes to English language requirements for students already in receipt of offered places; positive unsolicited advertising by one of the large financial institutions to the Hong Kong market; interactions with the new Scottish Government; discussions with the SFC; discussions with BBSRC re University's change in funding status; strategic relationship with the

Wellcome Trust; progress in respect of the recruitment process to appoint a Principal for ECA within the University; opening of the Biochar Research Centre; and election of Fellows to the RSE including Vice-Principal Professor Brown.

**2.2 Principal's Strategy Group Paper B**

CMG noted the report.

**FOR DISCUSSION**

**3 FINANCE UPDATE (CLOSED) Paper C**

The current position was noted in respect of the increasing uncertainties around Research Council funding and the possible requirement to prepare detailed asset registers to assist in sharing equipment purchased from these funds. CMG further noted: the position with USS pensions and the anticipated introduction in the autumn of changes to the scheme; the challenges of the new future requirements set by the pension regulator in respect of SBS; and related issues on retirement age. Anticipated future salary pressures given the current rate of inflation were also noted by CMG.

**4 DRAFT UPDATE OF UNIVERSITY RISK REGISTER (CLOSED) Paper D**

CMG endorsed the proposed changes to the University Risk Register and noted and endorsed the additional changes discussed at the last meeting of the Risk Management Committee: Risk 5 - to include additional explanation on estate issues; and Risk 9 - lead to be amended to Director of Quality Assurance and the management processes to specify the work of the Senate's Quality Assurance Committee. CMG further suggested the addition of a new Risk 3 on possible legislative changes to University governance and proposed that there was merit in considering a pro-active approach to this matter perhaps hosting an event with appropriate external partners.

**5 RECRUITMENT & ADMISSIONS STRATEGY GROUP Paper E**

The proposal to form an overarching Recruitment and Admissions Strategy Group (RASG) was welcomed and approved. CMG further approved the proposed terms of reference and membership of the RASG subject to consideration of the inclusion of the Director of Accommodation Services and the suggestion that the College representatives should include operational 'front line' recruitment and admissions staff. RASG would report directly to CMG.

**6 ETHICAL FUNDRAISING – FUNDRAISING ADVISORY GROUP Paper F**

CMG approved the establishment of an Ethical Fundraising Advisory Group subject to final consultation with the Development Fund Trustees to oversee ethical issues related to fundraising.

<b>7</b>	<b>EDINBURGH GLOBAL – THE NEXT PHASE</b>	<b>Paper G</b>
	<p>Phase 2 of Edinburgh Global to be included as part of The University's Strategic Plan 2012/2016 was fully endorsed by CMG including the four interconnecting themes and the priorities within each. It was suggested that it was appropriate to state the intention to open the University's next office in Sao Paulo with other offices to follow and that the University should be considering moving towards a target of 50% of its students being international.</p>	
<b>8</b>	<b>REPORT FROM ESTATES COMMITTEE (CLOSED)</b>	<b>Paper H</b>
	<p>CMG endorsed the recommendations on the coversheet and noted that consideration had been given on the next projects to be taken forward in line with the priorities of the Colleges and Support Groups and in accordance with realistic funding assumptions. The funding scenario may be further amended depending on the outcome of the discussions at the Finance and General Purposes Committee on the University's funding strategy and the possibility of loan arrangements being negotiated. CMG further noted that the University was now close to finalising the missives in respect of the sale of Summerhall and that the purchaser had requested anonymity. The need to address issues in respect of the Darwin Building was also noted by CMG.</p>	
<b>9</b>	<b>REPORT FROM STAFF COMMITTEE</b>	<b>Paper I</b>
	<p>The key matters being taken forward by the Staff Committee were noted by CMG: staff performance and development reviews; impact of changes in legislation (eg retirement age); and the impact of the approach to staff inclusion within REF. CMG welcomed that the Senior Vice-Principal would be taking forward the issues associated with staff inclusion in the REF expediently and that in respect of staff performance and development reviews a sub-group had been established with the intention to re-launch the policy and develop a simple robust recording mechanism.</p>	
	<b>FOR INFORMATION/FORMAL APPROVAL</b>	
<b>10</b>	<b>MANAGEMENT ACCOUNTS – NINE MONTHS TO 30 APRIL 2011 (CLOSED)</b>	<b>Paper J</b>
	<p>The continuing satisfactory financial position was noted with Colleges and Support Groups recording favourable variances against budget.</p>	
<b>11</b>	<b>QUARTER 3 FORECAST (CLOSED)</b>	<b>Paper K</b>
	<p>CMG welcomed the Q3 forecast of a surplus at year end of £29.5m based on the March Management Accounts which continued to demonstrate the University's strong financial position; this was an increase in the surplus forecast in Q2. There was discussion on future pressures with space management issues and the impact on estate maintenance and utility costs considered particularly challenging: it was agreed that any actions to assist in these areas should be progressed expediently.</p>	

- 12**                      **TRANS EQUALITY POLICY**    **Paper L**
- The new Policy was approved and it was noted that it would be available on the HR website.
- 13**                      **EXPENSES POLICY (CLOSED)**    **Paper M**
- It was noted that there were a number of initiatives in this area and that there needed to be a comprehensive policy that covered the various issues around expenses including consideration of FOI related matters. It was agreed that the University Secretary would take this forward.
- 14**                      **GAELIC LANGUAGE PLAN**    **Paper N**
- CMG noted the establishment of a working group to take forward the requirements of the Gaelic Language (Scotland) Act 2005 and was supportive of a measured approach within the University, identifying appropriate areas on which the University's plan should particularly focus.
- 15**                      **SOCIAL RESPONSIBILITY AND SUSTAINABILITY STRATEGY 2010-2020**
- CMG noted the publication of the above document.
- 16**                      **DATE OF NEXT MEETING**
- Wednesday, 15 June 2011 at 10.30 am in the Raeburn Room, Old College

15 June 2011

**Finance Update**

B

Brief description of the paper

The paper summarises the latest actions being taken to maintain the University's financial stability.

Action requested

The Group is asked to note the content and approve the approach being taken.

Resource implications

Does the paper have resource implications? Yes

The continuing impact of the global financial crisis and the subsequent impact of recession and reductions in public spending are and will have a negative impact on the University financial position.

Risk assessment

Does the paper include a risk assessment? Yes

The first year of real term SFC funding reductions for teaching research and capital, have now been announced. The major uncertainties and risks are around the overall lack of transparency on future Scottish HE funding and the timing and severity of the funding reductions, as against any contribution from rest of UK graduates and whether their payment will flow directly to this University.

Equality and diversity

Does the paper have equality and diversity implications? No

Freedom of information

Can this paper be included in open business? No

Its disclosure would substantially prejudice the commercial interests of any person or organisation

For how long must the paper be withheld? 2 years

Originator of the paper

Jon Gorringe  
Director of Finance  
9 June 2011



The University of Edinburgh

Central Management Group

15 June 2011

**Report from the Standing Consultative Committee for Redundancy Avoidance (SCCRA)**

Brief description of the paper

This is the third report from the Standing Consultative Committee for Redundancy Avoidance (SCCRA) with the purpose of providing CMG and Court with the latest information on the policies, structures and processes in place to ensure that the University is fulfilling its obligations in relation to employment law and good governance in the area of redundancy. The report also provides a summary of the data considered by SCCRA on redundancy and avoidance of redundancy in the University.

Action requested

CMG and Court are invited to note the work of SCCRA and the University's current position in relation to redundancy and avoidance of redundancy.

Resource implications

Does the paper have resource implications? Not directly.

Risk Assessment

Does the paper include a risk analysis? No

Equality and Diversity

Does the paper have equality and diversity implications? Not directly.

Any other relevant information

Originator of the paper

April McMahon, Vice-Principal, Planning, Resources and Research Policy (Convener of SCCRA)  
Eilidh K Fraser, Deputy Director of HR

May 2011

Freedom of information

Can this paper be included in open business? No

Its disclosure would substantially prejudice the effective conduct of public affairs.

For how long must the paper be withheld? One year

The University of Edinburgh

Central Management Group

15 June 2011

**Edinburgh University Students' Association (EUSA) Volunteering Annual Report  
2010/11**

Brief description of the paper

At the meeting of the Central Management Group on 21 April 2010, CMG approved the allocation of £52,000 per year for the five years from 2010/2011 to 2014/2015 to the Edinburgh University Students' Association (EUSA), to support student volunteering activities subject to the production of satisfactory annual reports. This is the first year the EUSA Volunteering Annual Report has been submitted to CMG.

Action requested

CMG is invited to approve the EUSA Volunteering Annual Report 2010/11, and provide recommendations to EUSA for future reports.

Resource implications

Approval of the EUSA Volunteering Annual Report 2010/11 will have resource applications as agreed at the CMG meeting on 21 April 2010.

Risk Assessment

No

Equality and Diversity

No

Originator of the paper

Hilary Wardle, EUSA Volunteer Development Manager

To be presented by

Kim Waldron, University Secretary

Freedom of information

This paper can be included in open business? Yes





# EUSA Volunteering Annual Report: 2010/11



**Our mission is to link University of Edinburgh students with the wider community through the promotion and sourcing of volunteering opportunities in order to enhance the student experience.**

# Key achievements: 2010-2011

## Summary of key achievements.

Since launching 'EUSA Volunteering' in September 2010 we've matched over **600 students** with volunteering schemes and projects across Edinburgh. We are actively working with **90 volunteer-involving organisations** and have close links with an additional **100**. We designed and opened a bright and welcoming new Volunteering and Societies Centre in Potterrow and our new **e-volunteering system** has several hundred registered users.

Our service has been covered by several newspapers; including the **Guardian**, Third Force News and the Scotsman, we've instigated a **quarterly volunteering forum** bringing students, community partners, EUSA and University staff together. We also developed a new **Community and Volunteering Officer** representative role. We've also created a **volunteering fund** to encourage more student-led projects.



*Fig 1: Our new volunteering centre in Potterrow, pictured before the official launch*

## Community Links

**We work closely with charitable organisations, working to create new, student-focussed roles, discussing their needs and promoting their opportunities.**

<p>Tollcross Adult Learning Project Alzheimers Scotland Barnardos Scotland Beachwood Football Club Beacon Club Bethany Christian Trust Bield Housing Association Braidwood Community Centre Breakthrough Breast Cancer British Heart Foundation (BHF) Burgh After School Club Canongate Youth Project Children 1st Craigmillar Books for Babies Cyrenians Deaf Action Down's Syndrome Scotland ECAS Edinburgh Chinese School</p>	<p>Edinburgh City Council Family Mediation Lothian Fast Forward Friends of the Earth (Scotland) Grassmarket Community Project Health in Mind Home Link Family Support Jubilee Scotland Kaleidoscope Festival Leith Acorn Centre YMCA LGBT Centre for Health and Wellbeing Libertus Macmillan Cancer Support Marie Curie Cancer Care Meadows Festival Mercy Corps MS Society Scotland MS Therapy Centre Lothian National Trust for Scotland</p>	<p>Marie Curie Cancer Care Meadows Festival Mercy Corps MS Society Scotland MS Therapy Centre Lothian National Trust for Scotland Niddrie Community Youth Group North Edinburgh Dementia Care Oxfam PEDAL - Portobello Transition Town Pilton Community Health Project Pilton Healthy Eating Project Play Plus Toy Library Positive Help Refugee Survival Trust Rock Trust Royal Botanic Gardens Edinburgh RSPB Scotland</p>
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*Table 1: a snapshot of some of the organisations we're currently working with.*

Community links are a vital part of the work we do. We work closely with existing organisations to promote the benefits of involving students from Edinburgh University in their work. We have also recently launched a quarterly **Volunteering Forum** to bring together student charitable societies, key University staff (incl. Careers Service) and local community organisations, including the Volunteer Centre Edinburgh, South Central Neighbourhood Partnership and the Scouts Association.

We have also created a new elected representative role: **Community and Volunteering Officer**, to ensure that students' views are represented when deciding what kinds of opportunities to source. The new student officer will attend local community council meetings and feed back any community issues which could become projects for dedicated teams of student volunteers.

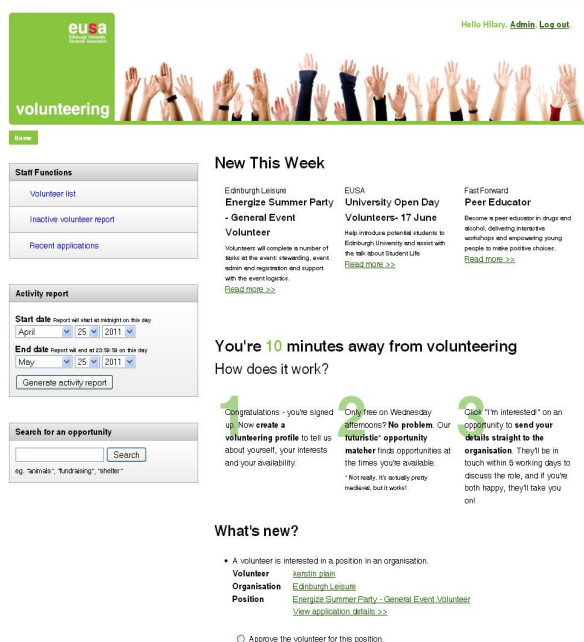


*"Many thanks for all your help - I've now had five volunteers via EUSA Volunteering (one of whom contacted me just minutes after our opportunity was posted!), and another who saw your website and got in touch directly. All have already started volunteering: a wonderful result. I've told others about the great service you provide. The students are settling in well and it's wonderful to have some fluent Russian speakers amongst them".*

**Jenny Carr:** Volunteer Coordinator, Scotland-Russia Institute

## Volunteering E-System

**Our unique volunteering web application brings together charitable organisations and prospective student volunteers, allowing them to meet online.**



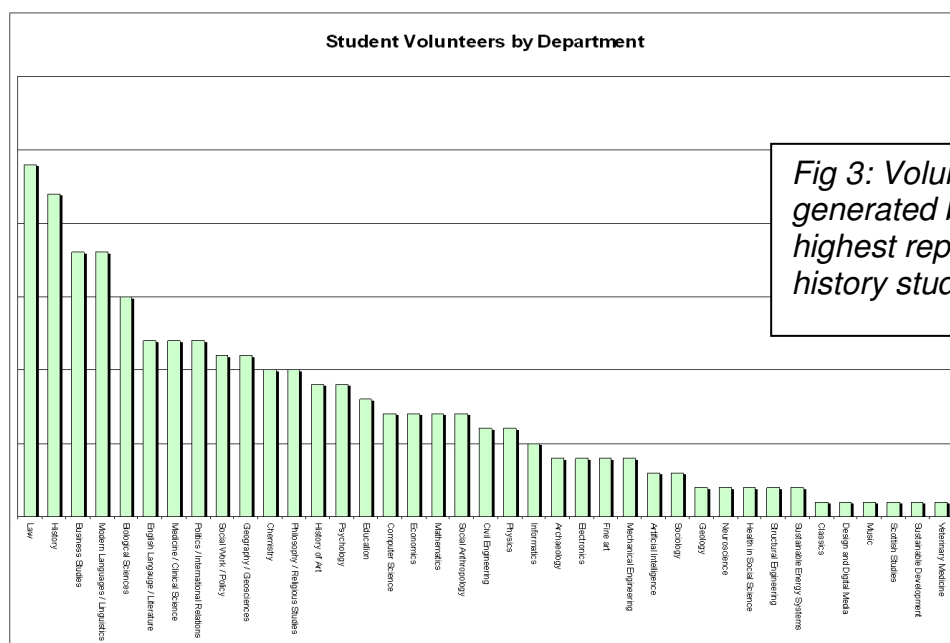
With over 1800 registered charities based in Edinburgh and 24,000 matriculated students, the potential for student involvement is huge. We soon realised that technology could help bridge that gap and created an **outward facing web application** that allows students to create profiles, build a 'volunteering CV' listing positions taken and forward their online biography and contact details to any opportunity they're interested in volunteering for with just one click.

Organisations are able to register online, create profiles for their charity, post opportunities and manage responses. The app is fully moderated, we personally approve all posts and referrals and all charities who sign up must abide by our **organisation registration policy** and associated minimum standards.

*Fig 2: The home page of our web application*



The system also tracks all activity and collects vital information to help guide service development. For example, using the data generated we have been able to see what academic schools are least represented amongst our registered volunteers, and have used this information to directly target these students, surveying them to discover how we can better cater to their needs:



*Fig 3: Volunteers by department: graph generated by our volunteering system. Our highest represented groups are law and history students*

## Marketing Volunteering

Our marketing of volunteering focuses on several potential benefits: one is getting to know the ‘real’ Edinburgh, **employability** is another main focus; ‘service learning’ (i.e. course-related volunteering) is a third, and altruism/having fun is a fourth.

This year we have created a **Facebook** group for EUSA Volunteering which has had an impressive **45,491** post views since we created it. All new opportunities are posted there, and also on our Twitter feed (@EUSAvolunteers) which already has 248 followers.

We designed and distributed bright, engaging **leaflets** around campus promoting volunteering – locations include the library, the business school, Kings Buildings and the international office: these are regularly replenished.

When an organisation posts an opportunity, we also promote that advertisement by **email** to anyone studying a related course, or to student groups and societies with relevant skills.

**We take a very active role in marketing the benefits of volunteering to students using stalls at events, leaflets, newsletters, blog posts, social media and targeted emails.**

**eusa**  
Edinburgh University Student Association

Hello Hillary. Admin. Log out

**volunteering**

[Home](#) [All Opportunities](#) [Fast Forward Peer Educator](#)

**Peer Educator at Fast Forward**

Become a peer educator in drugs and alcohol, delivering interactive workshops and empowering young people to make positive choices.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Morning</b> (9AM - 12PM)	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE
<b>Afternoon</b> (1PM - 5PM)	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE
<b>Evening</b> (5PM - 8PM)	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE	AVAILABLE

**Hours per week:** 2 hours

**Location:** Fast Forward 4 Bernard Street Edinburgh EH6 6FP

**Description:** Do you enjoy working with people? Are you motivated and enthusiastic? Fancy developing and delivering drug and alcohol education sessions?

Fast Forward is a voluntary organisation that promotes health and wellbeing with, by and for young people focusing on drug and alcohol education. We are looking for volunteers aged 16-25 to bring enthusiasm and a fresh young person perspective to work alongside staff members to promote health and wellbeing in Scotland. We will give you the training and support, coupled with your skills, to work effectively with young people in a variety of settings. The role involves working with staff and independently to develop and deliver interactive workshops on drugs and alcohol.

If you think you have what it takes to run a workshop and you want to gain new skills and experience in the voluntary sector, this role is for you.

Our training is provided and we provide drug and alcohol knowledge is provided.

*Fig 4: A typical volunteering advert*



*"The pure satisfaction of volunteering to do something constructive and helpful for someone else simply for the sake of it is something that can't quite be felt through paid work or experience with other university societies."*

**Anna Ashton:** Peer Proofreading Volunteer

We also source and publish '**volunteering stories**' on our blog, and regularly survey students who are already volunteering to gather feedback for use in promotional materials. We've recently recruited a '**Volunteering Task Force**' of students who will act as ambassadors for volunteering; advising their peers and handing out information.

## Press/Publicity

**Since September, our service has been covered by the Guardian, Edinburgh Evening News, The Scotsman, Third Force News and other publications.**

Our official **Volunteering Centre launch** in January was very well attended, and covered by several newspapers. Vice Principal Mary Bownes cut the ribbon and many community partners attended, including the Scouts Association, who have gained 15 Edinburgh student volunteers through our service: enough to set up a new Scout group at the Royal Hospital for Sick Children.

We've recently connected with **STV Local** who will be publishing 'good news' stories about student volunteering on our behalf. Other news outlets who have covered our work include the Edinburgh Reporter, The Scotsman, The Journal, The Student and the Association of Volunteer Managers (AVM). A recent survey of Edinburgh Voluntary Organisation Council (**EVOC**) members revealed a high level of awareness of our work, with one respondent stating she'd heard about our service from several sources.

## Employability/Service Learning

**EUSA Volunteering go out of our way to source skill-building and course related volunteer opportunities from a variety of high profile organisations.**

Our outreach work with local organisations has encouraged organisations to create new, unique roles that are exclusive to 'EUSA Volunteering'. Examples of this include several finance volunteering roles for business and accountancy students in a variety of local charities, a project-based role with **National Trust for Scotland** for five archaeology students, and the sourcing of several law students for homelessness charity **Shelter**.

We have a '**skills gained**' box in our volunteering e-system where volunteer involving organisations have to choose from a list of the 10 skills most looked for by employers, ticking the ones that students will gain from taking on the role. These include teamwork, interpersonal skills, analytical, research, problem solving and organising.

We are also working in partnership with the **Careers Service** to develop a new reflective resource that can be used by students to chart the benefits of taking part in both volunteering and part time work. This reflective tool will then be used in the development of a new institutional award that will appear on the student's degree transcript (HEAR), meaning employers will have proof of the additional responsibilities the student volunteer has taken on.

## Societies in the Community

A big push this year has been in encouraging our 265 student societies to become more active in the local community. We have developed a new **Community Action award** for non charitable societies, presented at the annual Society Oscars. This complements the existing Community Action award for charitable societies and ensures very different levels of community work are not competing against each other.

The winners of this year's award were **Edinburgh University Brass Band**, who do performances and outreach work for a vast range of local community groups. Runners up were the Ballroom Dancing Society and Bedlam Theatre for their workshops with children from the **Canongate Youth Project**.

We have also been reaching out to local schools, community centres, youth groups and residential homes to create a database of organisations who are keen to host **workshops and performances** by societies and are developing training for societies who wish to do this. We've also created a small **Volunteering Fund** that student groups can approach for grants to support their community volunteering work- e.g. for materials and transportation of society members.

As well as working to support charitable societies, we've been working hard to encourage non-charitable societies to engage in community volunteering.



Fig 5: Brass Band accepting their award

## Internal Volunteering



*"EUSA have so many opportunities and the volunteering service caters for so many different people and interests: you can always find something that will suit you!"*

**Rosanna Jenner:** EUSA School Shadowing Scheme Volunteer

The recession has led to a downturn in available volunteering posts. We've been combatting this by encouraging the development of internal opportunities

Since September, we have developed a 'Volunteer Management Toolkit' of best practice documents, policies and procedures for volunteer management based on 'Investing With Volunteers' standards. We have also created a staff training session called '**Working With Volunteers**' which are all designed to make EUSA and University staff more confident about involving student volunteers in their work.

We've since seen an increase in internal volunteering roles. We assisted with EUSA's peer proofreading scheme which saw 30 students trained up to assist non native English speakers. Our Vice President for Academic Affairs (VPAA) set up a **school shadowing scheme** where final year secondary students were matched with student volunteers who took them to lectures. We now have a '**Global Team**'- volunteers who assist with international events and development work and our marketing department have taken on several **volunteer communications assistants** and our **Advice Place** volunteer team has expanded and taken on several additional helpers who now do outreach work around campus. We also assisted the Head of the Digital Library, Simon Bains, in sourcing student volunteers for a **disability access project**.

## International Students

34% of our service users are international students, so we go out of our way to help source opportunities that will be of interest to (and benefit) them.

A good example of this is the **Schools Olympics Project**: in partnership with Edinburgh City Council's international officer we have been working to source volunteers from every nationality. These volunteers will be matched with

schools and assist with a year long project about their home country. At the end of the school year, each participating class will compete in an Edinburgh-wide 'Olympics' sports day as that country. So far, we've sourced 30 volunteers for this scheme including volunteers from **Kenya, Tanzania, Australia, Japan, South Africa and Slovakia**. It's a partnership scheme with other Universities in Edinburgh, meaning that participating students will also get to meet people from other institutions.

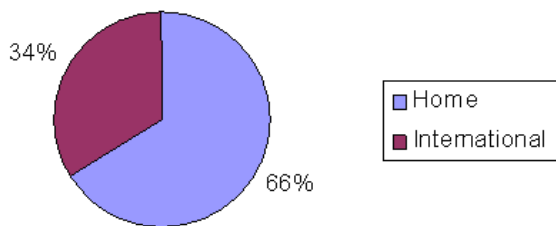


Fig 6: UK vs. International students. Graph generated by our volunteering system.

**Volunteering has huge potential to enhance the international student experience. We work closely with our internationalisation coordinator to develop new roles.**



**Hsuan Chu-Chang: Events Volunteer**

*"It's especially special for international students to meet people and make friends in the volunteering. You feel so good that you can still do something to help people in a foreign country!"*

Other work we've done to support international students includes having a dedicated stall at international days and related events, creating a multi-page **guide to volunteering** intended to bridge cultural perceptions of unpaid work and we have also assisted with the creation of a new, EUSA based home and international student 'buddying' scheme.

## Future Plans

***"I found (EUSA Volunteering) easily accessible - all online - and there were a whole variety of available positions. Keep it up!"*** Carla Sayer: Community Volunteer

Despite the fact our web application didn't launch until the beginning of Semester two, we have nevertheless reached 600 plus registered users this academic year. We are therefore confident of exceeding **1000 new service users next year**, and are on track to reach the target of **2000** by 2015.

Awards and accreditation for volunteering will be the big push next academic year. We will be promoting Volunteer Development Scotland's *Saltire* awards, which recognise 50, 100, and 200 hours of volunteering and entering 100 students for the related Edinburgh based '**Inspiring Volunteering**' (Lord Provost's) Award. We are also launching a volunteering taster scheme for Freshers in Semester One called **eVOLve** which will embed the habit of volunteering in newly arrived students so they carry that forward throughout their time at University.

We will also be holding our very own Volunteering Week in October 2011 that will include a local **community volunteering fair** and related networking and promotional events.



The University of Edinburgh

Central Management Group

15 June 2011

**Edinburgh Students' Charities Appeal (ESCA) Annual Report 2010/11**

Brief description of the paper

At the meeting of the Central Management Group on 21 April 2010, CMG approved the allocation of £31,000 per year for the five years from 2010/2011 to 2014/2015 to the Edinburgh Students' Charities Appeal (ESCA), to support student volunteering activities subject to the production of satisfactory annual reports. This is the first year the ESCA annual report has been submitted to CMG.

Action requested

CMG is invited to approve the ESCA Annual Report 2010/11, and provide recommendations to ESCA for future annual reports.

Resource implications

Approval of the ESCA Annual Report 2010/11 will have resource applications as agreed at the CMG meeting on 21 April 2010.

Risk Assessment

No

Equality and Diversity

No

Originator of the paper

Stephen Shirres, ESCA Appeal Co-ordinator

To be presented by

Kim Waldron, University Secretary

Freedom of information

This paper can be included in open business? Yes





**Edinburgh Students' Charities Appeal**  
Annual Report  
May 2011

Edinburgh Students' Charities Appeal, also known as ESCA, is a company limited by guarantee and not having a share capital.

Registered in Edinburgh No.SC260224

Recognised as a Scottish Charity No.SC035064.

Registered office at 5/2 Bristo Sq, Edinburgh, EH8 9AL.

## Exec Summary

This document will look at what Edinburgh Students' Charities Appeal (ESCA) has achieved over the academic year 2010-2011.

First the report will examine what ESCA's four student teams have achieved this year followed by a look at the role ESCA played in supporting the fundraising group Edinburgh for Japan.

Then this document will look at what ESCA has achieved relating to the ESCA Business Plan 2010-2015 that was agreed with the University of Edinburgh in August 2010.

Finally, the report will look at ESCA's future plans for next year.

***"Breakthrough Breast Cancer in Scotland has had a close relationship with ESCA since we opened our office in Edinburgh in 2009. We've had a range of support over the years including street collections, office based volunteers, helped to raise thousands of pounds from events like the Meadows Marathon. The staff and students are always extremely helpful."***

**Pamela Walker, Fundraiser (Scotland) Breakthrough Breast Cancer**

## ESCA Fundraising Team

ESCA's Fundraising Team started where they left off last year organising a grand total of fourteen fundraising events helping to raise £14,000. The money has been distributing amongst fifty different charities in Edinburgh, Scotland and across the global such as Breakthrough Breast Cancer, Deaf Action and DEC Pakistan Flood Appeal. The majority of this money came from ESCA's two sponsored hitch-hikes Race 2 Dublin and Race 2 Paris which together raised over £9000.

They were also responsible for the organising of Charities Week in March 2011. Despite the timing of the event – which clashed with a large number of essay deadlines – the week was still successful with over £2000 being raised. Planning for next year's Charities Week has already started with a new date being set for February.



## ESCA Development Team

This was not only the first year of the ESCA Development Team but a successful one. The aim of this team is to increase students' awareness of ESCA amongst EUSA societies, the University of Edinburgh and other students in Edinburgh.

They have achieved this by:

- developing fundraising guides for bucket collections and glowsticks,
- providing training to a number of student organisations such as Queen Margaret University RAG,
- organising the ESCA conference.

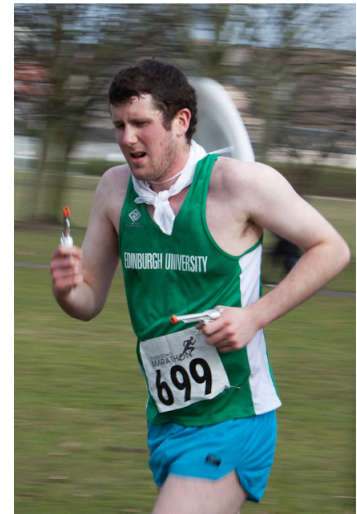
Finally, the Development Team has played a huge part in the internal development of ESCA. They have produced policies such as social media guidelines; designed and sold ESCA merchandise such as hoodies and t-shirts; and oversaw the creation of the ESCA mascot, the ESCA elephant. The costume, which is pictured above, was purchased in March 2011. Over the next few months they will be developing a personality and online presence.



## Meadows Marathon

This year's Meadows Marathon took place on Sunday the 6<sup>th</sup> of March 2011. The race saw its usual great turn out with almost a thousand runners – a mixture of students from across the city, local Edinburgh residents and people from outside the city – running a circuit of Bristo Square, George Square, the Meadows, Middle Meadow Walk and back into Bristo Square.

This year's event raised over £40,000 for over 60 different charities – a third of which are student charities such as Children's Holiday Venture and Edinburgh Global Partnerships. Indeed of the ten charities that raised the most money from the Meadows Marathon, half were student charities. This is very important as it fulfils ESCA's brief of supporting student charity.



***“We have raised in total £8,286.31 which is the most we have raised ever...This is fantastic news. Many thanks for all you help and efforts to ensure we have raised this amazing amount”***

**Colin McRae, Development Officer of Scottish Love in Action**

The event should be even bigger for next year with two big changes planned. First of all, ESCA is planning on investigating in a new online registration and fundraising system and redeveloping the charity partners programme to ensure even more charities, such as Room to Read, can get involved in the event.

## MedRAG

MedRAG is ESCA's newest team started in October 2010 by a group of second year medical students. However, they still raised over £1500 by the end of 2010 through a number of events including bag packs, bucket collections and sale of hoodies to first year medics. This level of commitment and success continued into the start of 2011 with bucket collections for charities such as Waverley Care, Marie Curie Cancer Care and Cancer Research UK, shark diving, and a film showing of the recent Burke and Hare in the anatomy laboratory where the story took place. In total they raised £6000 in their first year.





## Edinburgh for Japan

On 11<sup>th</sup> of March 2011, Japan suffered from one of the strongest earthquakes in its history which resulted in over 15,000 deaths. Shortly after this horrible event, a group of Japanese students, who called themselves Edinburgh for Japan and the Japanese Society approached ESCA and EUSA's Internationalisation Co-ordinator Johanna Holten for help to raise money for the victims of the disaster. Through the support ESCA provided, Edinburgh for Japan raised over £13,500 for the British Red Cross Japanese Tsunami Appeal in just under a month. They undertook a number of different fundraising ventures including a bucket collection in the city centre of Edinburgh that raised over £5000 in one day, a week of fundraising around the University of Edinburgh which raised £4,500 and a number of joint events with EUSA societies such as SocieTEA, Chinese Society and University of Edinburgh Brass Band.



However, the most impressive part of this amazing fundraising feat is that before the 11<sup>th</sup> of March, the students involved did not know each other. Personally I believe it is in situations like this where ESCA comes into its own. We were able to give a large number of Japanese students, thousands of miles from home, the feeling that they were helping their country and the people who lived there.

## The Objectives of the ESCA Business Plan 2010-2015

The following section will focus on the objectives of the ESCA Business Plan 2010-2015 and how ESCA has worked to achieve them this year.

However the Business Plan is a five year project therefore many of the objectives discussed below have not been completed. However, even in the first year of this project, ESCA has achieved many of the objectives set out below.

### Fundraising

- ESCA aims to become the biggest student charity fundraising organisation in Scotland by 2015.
- ESCA will increase the amount it raises per annum by £20,000.

ESCA has had another great year of fundraising. The fundraising total for the year already sits at **£85,000** with more money still to collect and distribute to charities. This is an **increase of £24,000** from this time last year. At present, ESCA is on course to raise **over £90,000** for the academic year 2010-2011.

This increase is due to a number of factors such as the creation of a brand new ESCA team called MedRAG. Since they started in October they have raised **almost £6,000**. ESCA believes that with a summer of planning and a chance to recruit student members at Freshers' Week, MedRAG should be raising similar amounts of money as the ESCA Fundraising Team.

Also ESCA's three biggest events all saw large increases in the amount of money they raised compared to last year. Our biggest event, **Meadows Marathon saw an increase of £8000 from £25,000 to £33,000** last year, while Race2Paris and Race2Dublin, our two sponsored hitchhikes, raised 100% more money than the year before raising a combined total of **£9000**.

Finally, ESCA played a huge role in supporting the student group Edinburgh for Japan's fundraising efforts for the British Red Cross Tsunami Appeal. **Edinburgh for Japan raised over £13,500.**

### Volunteering

- ESCA will increase its membership to over 500 students by 2015.
- ESCA will increase the number of students volunteering with ESCA to over 100 by 2015.

ESCA has seen a dramatic increase in the number of volunteers within the organisation this year. As of May 2011, **ESCA has 121 active volunteers** an increase of 76 from this time last year. This increase is due to the creation of MedRAG who have had an active base of thirty volunteers this year, as well as improving the recruitment procedures for ESCA. A small consequence of this is that more ESCA members have become ESCA volunteers, which explains why the ESCA membership is down by twenty people – however, ESCA feels that such a huge increase in active volunteers outweighs the reduction in ESCA members.

- ESCA will increase the diversity of its student volunteers to ensure that ESCA is fully representative of the student population.

This project has started well with the diversity of ESCA's student volunteers having increased over the past year. Like most student societies, ESCA still has a very high number of undergraduate student volunteers. However, over the past year we have seen an increase in postgraduate volunteer recruitment. Overall postgraduate students make up 12% of ESCA volunteers. It is a great start considering ESCA had no postgraduate volunteers this time last year. ESCA will keep working with the Representation department of EUSA to increase the diversity of its volunteer base.

### **Student Development**

- Improve the training already given to ESCA student volunteers.
- Increase the availability of training for ESCA student volunteers.

This year all four teams of ESCA were given induction training that explained to them the basics of event organisation, health and safety and volunteer management. This training will be expanded upon for next year's student teams alongside a programme of continuous training for all ESCA members. This will include everything from how to organise an event to how to shake a bucket. This training will be delivered by the students and the ESCA staff member.

- Develop recognition systems for ESCA student volunteers.
- Develop a skills identification programme.

The development of recognition systems and skills identification will be focused on by the ESCA development team over the coming year. With help from EUSA Volunteering they will look at volunteer recognition systems such as the Saltire Award and Student Volunteering Scotland's Gold Awards to see which best match ESCA's needs.

- Create an annual evaluation process of volunteering within ESCA.

Due to the amount of work created by the Edinburgh for Japan's fundraising efforts for the Japanese Tsunami Appeal, the annual evaluation of ESCA has had to be pushed back by two months. With this in mind, the results are still being collected and will be ready for publishing in the coming weeks.

## Student Societies

- Increase the awareness of ESCA among EUSA student societies.

This year ESCA has increased its awareness amongst societies at the University of Edinburgh. Over the past year, ESCA has worked with 100% more societies than we did the previous year. In the academic year 2009-2010, ESCA worked with fifteen different EUSA societies while in 2010-2011, we worked with 31 which is 11% of the 270 societies registered with EUSA.

This support has ranged from helping Teddy Bear Hospital and Chamber Orchestra prepare their charity accounts for the Office of the Scottish Charity Regulator (OSCR) to counting money for societies to providing charity fundraising advice to non fundraising societies such as Edinburgh University Christian Union and Revelation Rock Gospel Choir.

- Streamline and improve present services offered to student societies.
- Ensure that the services ESCA offers are simple to use.

A major part of this success is the continuation of our hard work streamlining and improving the resources ESCA offers the societies. A great example of this is the Glowstick selling service we provide, which raised £2000. This is our biggest return ever and will be improved by the production of a new Glowstick Selling Guide for the next academic year.

The ESCA development team has also produced a 'how to' guide for bucket collections in Edinburgh which has been used by societies such as UNICEF on Campus.

***“ESCA has provided a great deal of support to UNICEF on Campus Society, all year round. The advice and assistance of those involved in ESCA has helped UNICEF to grow from a fledgling society to a bigger and better society, successful in both its awareness raising and fundraising campaigns. Many thanks to ESCA for its continued support of our society”***

**Rebecca Foster, President of UNICEF on Campus.**

- Develop specific training sessions relevant to EUSA student societies.

Finally ESCA has been a continued presence at the Super Society Sunday training events and will be working with the EUSA Societies Team on developing their ongoing training programme.



## Local Community and Charity Sector

- Develop working relationships with other higher and further education institutions in Edinburgh.

ESCA has continued to develop working relationships with the other Universities and Colleges in Edinburgh.

This year alone ESCA has provided training to Queen Margaret University Rag and offered advice to Heriot Watt Rag regarding their Rag Week. These relationships have been cemented recently with student sabbatical officers from the aforementioned universities taking places on the ESCA Board of Trustees. Over the next year we hope to build a similar working relationship with the Edinburgh Napier University.

We have also been working with the colleges of Edinburgh providing advice and support to both Edinburgh College of Art and Stevenson College. Again we hope to continue to develop these relationships over the coming years and provide more opportunities for their students to be involved in charity fundraising.

- Increase awareness of ESCA in local charity sector.
- Continue taking an active role in local charity sector.

ESCA continues to play a role in the charity sector of both Edinburgh and Scotland. We are members of the Institute of Fundraising through our staff member where we are actively involved in their Special Interest Groups networks and Networking Lunches.

The staff member has also met with a number of charities during the past year including British Red Cross, Breakthrough Breast Cancer, Mindroom, Shakti Women's Aid and many others. We have also supported local charities such as Venture Trust and Autism Initiatives Scotland with fundraising materials when they are not being used by students.

## **Future Projects**

Over the next year, ESCA will continue to focus on the high quality fundraising and support we give to the students of the University of Edinburgh.

ESCA's big fundraising project for next year will be a Dragons' Den style project where we can provide significant money for a group of students to invest in a large scale fundraising event. However, we will continue to come up with new and exciting fundraising events as well as developing our existing events to reach the top of their potential.

ESCA will also continue to develop our external relationships outside the University of Edinburgh. Within a matter of months, ESCA should have cemented its relationships with Heriot Watt and Queen Margaret Universities.

We will also continue to make links with local charities based in the city through events such as Meadows Marathon.

## **Conclusion**

To conclude the past year has been a very successful year for ESCA with a large number of successes which have been set out above. Indeed we have already hit targets set for 2015 by 2011. Everything from the support we provide student groups such as Edinburgh for Japan and EUSA societies to the creation of MedRAG demonstrates the continued positive impact ESCA has on the student experience at the University of Edinburgh.

For more information about anything in this report please contact Stephen Shirres, the Appeal Co-ordinator of ESCA on 0131 650 9517 or email [Stephen@escaonline.org](mailto:Stephen@escaonline.org).

The University of Edinburgh

Central Management Group

15 June 2011

**Proposal to Establish a Chair of Astrobiology in the  
School of Physics and Astronomy**

Brief description of the paper

The interface between physics and life sciences is an area of growing strength within the School of Physics and Astronomy and our SUPA partner universities in Scotland, and is an area upon which we wish to build. It is increasingly of interest to both scientists and the wider public. The School wishes to establish a Chair which would enable the University of Edinburgh to take a strong lead in this important area.

Action requested

For approval

Resource implications

Does the paper have resource implications? Yes

The post will be funded from research pooling and School funds.

Risk assessment

Does the paper include a risk analysis? No

If 'Yes', in which section(s) of the paper is it set out? Where relevant, summarise the main risk associated with the proposals and the actions which would be taken to minimise them.

Equality and diversity

Does the paper have equality and diversity implications? No

Freedom of information

Can this paper be included in open business? Yes

If no, please indicate within the table below why the paper must be withheld, and for how long.

Originator of the paper

Professor Nigel Brown, Head of the College of Science and Engineering  
June 2011

## Physics and Life Sciences

The scientific area of Astrobiology has long been somewhat overlooked on account of the lack of any evidence for life beyond earth. However, the discovery over the last decade of extrasolar planets, and more recently of earth-like planets, means that this dearth of data is coming to an end. In particular astronomers are now able to observe the temperature, gravity, and atmospheric composition of planets. In the public mind the search for life outwith the solar system is frequently conflated with the search for intelligent life: life must be more abundant than intelligent life and (probably) more diverse. It is possible to infer the existence of life simply from observation of the atmospheric composition, provided we fully understand the biosphere-atmosphere interactions. Thus the time is right to study both the possibilities for life in the extreme conditions of the universe, and the signatures which we might detect.

In addition to extrasolar work, life could exist on other planets within the solar system. It may be indigenous, or exported from our own. Here, an understanding of the survival capability of terrestrial organisms in space is key, whether to enable or avoid colonisation of other planets and moons by terrestrial organisms. Life on earth is repeatedly found in the most unexpected places, and any energy sources which can be exploited by microbes need to be considered, whether life on earth has evolved to utilise them or not.

This is a growing area within the School. The University promoted Prof Cait MacPhee to a personal chair in this area earlier this year, adding to the appointment of two lecturers (Richard Blythe and Simon Titmuss) and three advanced fellows under the SUPA II research pooling award. The appointment of a world-leading Professor in Astrobiology will add to the breadth and leadership in this group. It will allow strongly interdisciplinary and experimental research; links with the Centre for Science at Extreme Conditions (CSEC), encompassing new areas in the study of molecules and organisms under extreme environmental conditions on Earth and elsewhere, would allow links between physics, biology and chemistry to be created at Edinburgh and projected into the wider development of the SUPA PaLS theme. Edinburgh is currently a world leader in Space Science, with recent appointees in that area of planetary science (Ken Rice); this appointment will contribute to and broaden our work in this area. This research has a focus on understanding how micro-organisms survive and grow in extreme environments, how they acquire energy and nutrients from planetary crusts and the physical principles behind these interactions. The search for life elsewhere, its origins, and the exploration of space are global challenges. This Chair in Astrobiology gives Edinburgh the chance to build research excellence in a scientific area of immense interest to scientists and the public alike.

## Funding

The School of Physics is part of the Scottish Universities' Physics Alliance (SUPA), which has provided significant funding from the OST and SFC since 2006. SUPA successfully bid for a second tranche of SFC funding, which was awarded for the period 2009 to 2016. This award includes a Chair in the Physics and Life Sciences theme at Edinburgh, and will provide part-funding for this post for 4 years. The postholder is expected to generate additional income through research grant funding.



The University of Edinburgh

Central Management Group

15 June 2011

**Proposal to create The Chair of Islamic & Inter-Religious Studies**

Brief description of the paper

The School of Divinity wishes to establish a new Chair, the Chair in Islamic and Inter-Religious Studies at the University of Edinburgh.

This new Chair would recognise the growing importance of the study of both Islamic religion and inter-religious relations. In addition it would build on and enhance the historic international reputation of the University of Edinburgh in Islamic and Middle Eastern Studies. The new professorship would contribute to the Religious Studies subject area as well as that of Theology and Ethics, including contributing to the interfaith work of the Centre for Theology of Public Issues.

CMG is invited to recommend to Court and Senate the adoption of the appropriate resolution.

Action requested

For approval.

Resource implications

Does the paper have resource implications?

The Chair is funded from School budget with strategic investment made available by Principal and the College (for up to 3 years).

Risk assessment

Does the paper include a risk analysis? No

Equality and diversity

Does the paper have equality and diversity implications? No

Freedom of information

Can this paper be included in open business? Yes

Originator of the paper

Professor Dorothy Miell  
Vice-Principal and Head of College of Humanities and Social Science  
8th June 2011



The University of Edinburgh

Central Management Group

15 June 2011

**Proposal to create The Chair of International Banking Law and Financial Regulation**

Brief description of the paper

The School of Law wishes to establish a new Chair, the Chair in International Banking Law and Financial Regulation at the University of Edinburgh.

This new Chair would allow the School of Law to build on the success of the existing Commercial Law Masters programme, to develop its programme in International Banking Law and Financial Regulation, as well as develop the School's role as a focal point for research and knowledge exchange within the business community. In addition it would help to strengthen opportunities in distance learning, and build stronger cross-College networks in research, teaching and grant applications. A Chair in International Banking Law would provide a high profile addition to the School's Commercial Law team. It is expected that the Chair would bring substantial benefit to the School's REF profile in this area. With this appointment the School is seeking to appoint a world leader in Banking Law who has strong connections to the legal and financial regulation professions. The School is confident that it can successfully recruit in this particularly high profile area.

CMG is invited to recommend to Court and Senate the adoption of the appropriate resolution.

Action requested

For approval.

Resource implications

Does the paper have resource implications?

Investment from School's financial reserves

Risk assessment

Does the paper include a risk analysis? No

Equality and diversity

Does the paper have equality and diversity implications? No

Freedom of information

Can this paper be included in open business? Yes

Originator of the paper

Professor Dorothy Miell  
Vice-Principal and Head of College of Humanities and Social Science  
10th June 2011