

**Central Management Group**

**Wednesday, 25 January 2012**



**MINUTE**

Present:  
The Principal (in the chair)  
Senior Vice-Principal Professor N Brown  
Vice-Principal Professor M Bownes  
Vice-Principal Professor J Haywood  
Vice-Principal Professor S Hillier  
Vice-Principal Professor D Hounsell  
Vice-Principal Professor C Jeffery  
Vice-Principal Professor R Kenway  
Vice-Principal Professor D Miell  
Vice-Principal Professor L Yellowlees  
Vice-Principal Professor L Waterhouse  
Mr N A L Paul  
Dr K Waldron

In attendance:  
Dr I Conn  
Dr A R Cornish  
Mr A Currie  
Mr J Gorringe  
Mr D Waddell  
Ms E Fraser (on behalf of Ms Gupta)  
Dr D Laurenson (for item 14 only)  
Dr K J Novosel

Apologies:  
Vice-Principal Professor C Breward  
Professor J Seckl  
Ms S Gupta  
Ms F Boyd

**1 MINUTE OF THE MEETING HELD ON 14 NOVEMBER 2011 AND ELECTRONIC MEETING CONCLUDED ON 9 DECEMBER 2011 Paper A**

The Minute of the meeting held on 14 November 2011 and electronic meeting concluded on 9 December 2011 was approved as a correct record.

**2 PRINCIPAL'S BUSINESS**

**2.1 Principal's Communications**

The Principal reported on the following: the Scottish Government's review of governance arrangements within the sector; proposed Scottish Government constitutional review; the signing of the £50m loan arrangement with the European Investment Bank; the successful visit to India and the strengthening ties with Indian institutions; the present position on UCAS applications for 2012/2013; and NSS.

CMG endorsed the decision that it was not appropriate at this time to proceed with a contract with the Bahrain Higher Education Council following due diligence and further discussion with the Vice-Principal International. CMG was reminded of the processes in place to take forward these types of issues.

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

CMG noted the PSG report.

**FOR DISCUSSION**

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

CMG noted the report, particularly the current stage in respect of the Holyrood Development Project and the position with pensions including tax changes and the potential future impact of the timing of the triennial valuation. The intention to present proposals to the next meeting of F&GPC on the funding allocation for voluntary severance arrangements for 2011/2012 was noted; central support would be set at 50% as in the previous year.

**4 PROPOSAL FOR SPECIAL FEE INCENTIVE SCHEME FOR ONLINE DISTANCE LEARNING PROGRAMMES Paper D**

The proposal to treat fee income from students on ODL programmes as defined in the paper whether DEI funded or not commencing after 2011/2012 or later outwith NPRAS was approved; fee income would be allocated on a non-recurrent basis, 80% to the College of the School owning the programme and the remaining 20% split across the three Support Groups in the proportions detailed in the paper.

**5 REF CODE OF PRACTICE (CLOSED) Paper E**

It was noted that the Code had been developed in accordance with Higher Education Funding Council guidance and was required to be submitted and approved by the Funding Council REF Team in accordance with a set timetable as part of the overall REF submission process. CMG welcomed and recommended approval to Court of the Code which set out the University's approach to the selection of individuals to be included in the REF submission to ensure a fair and transparent process which complied with legislation and good practice. It was further noted that the approach adopted within pooled submissions would have to be consistent with the University's approach.

**FOR INFORMATION/FORMAL APPROVAL**

**6 REPORTS AND FINANCIAL STATEMENTS FOR YEAR ENDED 31 JULY 2011 Paper F**

CMG noted the completion and approval of the Reports and Financial Statements for the year ended 31 July 2011 including the retained surplus achieved. It was further noted that Accounts produced in accordance with US GAAP requirements had also been drafted and would be considered for approval at a Sub-Group of Court on 26 January 2012.

- 7 REVIEW OF 2010/2011 OUTTURN VERSUS FORECAST (CLOSED) Paper G**
- CMG noted the information.
- 8 QUARTER 1 MANAGEMENT ACCOUNTS FORECAST 2011-2012(CLOSED) Paper H**
- The current forecast of an £18m surplus was welcomed with particularly positive variances being forecast within the College of Science and Engineering and the corporate area. The University continued to demonstrate good financial management and was moving towards a strong financial outturn for 2011/2012.
- 9 DRAFT FINANCIAL REGULATIONS (CLOSED) Paper I**
- Members of CMG were invited to comment on the current version of the Regulations. Once suggestions had been incorporated, a first draft would be presented for consideration.
- 10 QUARTERLY HEALTH AND SAFETY REPORT Paper J**
- CMG noted the report which highlighted no specific areas of concern.
- 11 HEALTH AND SAFETY COMMITTEE: TERMS OF REFERENCE Paper K**
- CMG endorsed the proposed amendments to the Terms of Reference of the Health and Safety Committee and recommended approval to Court.
- 12 CHANGES IN PUBLIC PROCUREMENT LAW AFFECTING UNIVERSITY PURCHASING Paper L**
- CMG noted the revised threshold levels for advertising in OJEU and that approval continued to be required from the Director of Procurement for plans of purchases of over £50,000 to ensure appropriate procurement practice. CMG further noted the current consultation on draft EU Directives.
- 13 REPORT FROM ESTATES COMMITTEE (CLOSED) Paper M**
- The recommendations as set out in the paper were endorsed by CMG. In particular CMG fully supported the proposal to release funds now to allow a measured approach to taking forward the maintenance programme including the reallocation of £1.3m to the maintenance programme previously set aside to settle the Cramond disposal. CMG further approved the proposal in respect of the disposal of the building in Chapel Street.
- 14 SHARED ACADEMIC TIMETABLING PROJECT – UPDATE Paper N**
- There was strong support for the important work being taken forward by this project. It was suggested that further consideration could perhaps be given to having available learning space from 8.00 am and at weekends; it was confirmed that this issue had been raised and that further information was being sought before exploring this further. It was also suggested that it may be helpful to undertake an equality and diversity impact assessment.

- 15 FEES STRATEGY GROUP REPORT (CLOSED) Paper O**
- CMG approved the tuition fees for DEI funded postgraduate programmes in Research-Informed Science Education and Next Generation Drugs for the academic session 2012/2013.
- 16 ADMISSION ISSUES RELATING TO 2012/2013 ENTRY (CLOSED) Paper P**
- CMG noted the two issues raised relating to undergraduate and postgraduate admissions. The particular challenges being taken forward by admission staff across the University were acknowledged and it was agreed that the Principal would write on behalf of CMG thanking staff for their efforts. The actions being taken were supported by CMG.
- 17 PROPOSAL TO CREATE A NEW CHAIR OF ECONOMICS Paper Q**
- CMG approved the proposal to establish a Chair of Economics.
- 18 PROPOSALS TO CREATE THREE PERSONAL CHAIRS IN THE SCHOOL OF INFORMATICS Paper R**
- CMG approved the proposals to establish a Personal Chair of e-Science, a Personal Chair of Database Systems and a Personal Chair of Computation Theory as set out in the paper.
- 19 DATE OF NEXT MEETING**
- Wednesday, 7 March 2012 in the Raeburn Room, Old College