

Central Management Group

Wednesday, 22 August 2012

MINUTE



- Present: The Principal
Vice-Principal Professor D Hounsell
Vice-Principal Professor C Jeffery
Vice-Principal Professor D Miell
Vice-Principal Professor L Waterhouse
Mr H Edmiston
Mr N A L Paul
Dr K Waldron
- In attendance: Assistant Principal Dr S Rigby
Dr I Conn
Dr A R Cornish
Mr A Currie
Ms S Gupta
Mr D Waddell
Mr J Scally on behalf of Vice-Principal Professor J Haywood
Ms E Welch on behalf of Mr J Gorringe
Mr F Gribben (for items 7 and 8 only)
Mr A Mackay (for item 4 only)
Dr K J Novosel
- Apologies: Senior Vice-Principal Professor M Bownes
Vice-Principal Professor C Breward
Vice-Principal Professor J Haywood
Vice-Principal Professor S Hillier
Vice-Principal Professor J Seckl
Vice-Principal Professor R Kenway
Vice-Principal Professor L Yellowlees
Mr J Gorringe

1 MINUTE OF THE MEETING HELD ON 20 JUNE 2012 AND NOTE OF MEETING HELD ELECTRONICALLY ON 6 JULY 2012 Paper A

The Minute of the meeting held on 20 June and the Note of meeting held electronically on 6 July 2012 were approved as correct records.

CMG noted the change in membership welcoming Vice-Principal Professor Jonathan Seckl and Assistant Principal Dr Sue Rigby who would become a full member of CMG on 1 September 2012 on her appointment to Vice-Principal and further welcoming Mr Hugh Edmiston the new representative of the College of Medicine and Veterinary Medicine on CMG.

2 PRINCIPAL'S BUSINESS

2.1 Principal's Communications

The Principal reported on the following: the disappointing NSS results and

the on-going work to investigate benchmarking and collaborative arrangements with other institutions on various aspects of the survey; the outstanding success of sports men and women with strong links to the University at the Olympics 2012; the University's support for the Edinburgh Festivals; the Scottish Government's proposal to create a Cultural Diplomacy Academy at the University; the awarding to the University of a record breaking £250m of investment in 2011/2012 to undertake research work; and undergraduate figures for 2012/2013 and the encouraging uptake of RUK bursaries.

FOR DISCUSSION

3 OUTCOME AGREEMENT WITH SFC FOR 2012/2013 (CLOSED) Paper B

CMG fully endorsed the document noting that the outstanding issues highlighted in the paper had now been resolved. There was discussion on the interaction between this document and the recently approved Strategic Plan and on the future reporting and monitoring arrangements.

4 UKBA COMPLIANCE (CLOSED) Paper C

CMG noted the key areas of risk highlighted within this paper. Following discussion on how best to address these issues and raise awareness across Colleges, Schools, Support Groups and Departments of compliance issues and of staff roles and responsibilities it was agreed that an approach similar to that undertaken to internally review teaching and student support services should be investigated and taken forward for both student and staff compliance. It was noted the UKBA could undertake compliance visits to the University at any time and that the Agency would require robust evidence of compliance. CMG further noted the significant impact of non-compliance with UKBA's interpretation of the legislative framework. It was noted that the Audit Committee would be also be updated on the University's approach to ensuring compliance in student and staff areas.

5 2011/2012 VALUE FOR MONEY REPORT Paper D

The wider range of activities undertaken in 2011/2012 to address value for money issues was commended particular Lean reviews, continuing improvements to procurement practices and the output from the shared academic timetabling project. CMG endorsed the 2011/2012 Value for Money Report for onward transmission to the Audit Committee.

6 REPORT FROM RECRUITMENT & ADMISSIONS STRATEGY GROUP (CLOSED) Paper E

CMG approved the proposed revision to undergraduate offer letters for 2013/2014 onwards to address issues in respect of applicant's fee status, the revised Admissions Policy and the revised Policy and Procedure Regarding Admissions Fraud. It was intimated that it would be helpful to ascertain if other institutions would take a similar approach where fraud was suspected. The current sympathetic discretion approach to fee status was also noted.

7 GAELIC OFFICER APPOINTMENT Paper F

The proposal to create a Gaelic Officer post to be situated within the School

of Literatures, Languages and Cultures was approved. It was noted that the post would be part funded from resources secured from the Bòrd's annual Gaelic Language Act Implementation Fund (GLAIF) and the remainder from SASG over an initial three year period as set out in the paper and that the postholder would take forward the implementation of the University's Gaelic Language Plan against the specific indicated targets.

8 SCHOOL OF ECONOMICS Paper G

It was noted that the decoupling of the department of Economics from the then School of Business and Economics had initially been for a three year trial period which had now been completed. CMG approved the recommendation, following a review on sustainability, that the School of Economics should remain as a separate School within the College of Humanities and Social Science for the foreseeable future.

9 SHARED ACADEMIC TIMETABLING PROJECT: DISABLED ACCESS AND EVACUATION ARRANGEMENTS Paper H

It was agreed that the H&S department should be invited to take forward the issues of managing disabled access and associated building evacuation as part of the review of Personal Emergency Evacuation Plans (PEEPS) already underway raised within this paper.

FOR INFORMATION/FORMAL APPROVAL

10 REPORT FROM SPACE MANAGEMENT GROUP Paper I

CMG approved the proposed increases to the marginal rates levied by E&B to Edinburgh First and Schools for the use of centrally bookable space with effect from 1 August 2012 and noted the other matters considered by the Group. In particular, CMG endorsed the decision in regard to the request for exemption; all space should be fully utilised and available.

11 REPORT FROM HEALTH AND SAFETY COMMITTEE Paper J

CMG noted the H&S report and welcomed the changes to reporting now required under RIDDOR although noting that this would affect comparability between current and future statistics. The information on 'near misses' was noted and CMG commended the H&S department's achievement of receiving the British Safety Council International Safety Award for 2012 with merit for the second consecutive year.

12 REPORT FROM FEES STRATEGY GROUP (CLOSED) Paper K

The proposed change to the home/EU fees for the MSc in Film and the Public Space for 2013/2014 was approved by CMG.

13 PROPOSAL TO ESTABLISH THE HIGGS CHAIR OF THEORETICAL PHYSICS IN THE SCHOOL OF PHYSICS AND ASTRONOMY Paper L

CMG approved the proposal to establish a Higgs Chair of Theoretical Physics.

14 VP CONTINGENCY FUND (CLOSED)

Paper M

CMG noted the VP contingency fund outturn for 2011/2012 and the current position in 2012/2013.

15 DATE OF NEXT MEETING

Wednesday, 10 October 2012 at 10.30 am, in the Raeburn Room, Old College.