

Central Management Group



Wednesday, 6 March 2013

MINUTE

- Present: The Principal (in chair)
Senior Vice-Principal Professor M Bownes
Vice-Principal Professor J Seckl
Vice-Principal Professor C Jeffery
Vice-Principal Professor D Miell
Vice-Principal Professor L Waterhouse
Vice-Principal Mr N A L Paul
Dr K Waldron
- In attendance: Dr I Conn
Dr A R Cornish
Mr A Currie
Ms S Gupta
Mr P McNaull
Mr D Waddell
Professor D Argyle on behalf of the College of Medicine and Veterinary
Medicine
Professor D Robertson on behalf of Vice-Principal Professor Yellowlees
Mr S Marsden on behalf of Vice-Principal Professor Haywood
Dr K J Novosel
- Apologies: Vice-Principal Professor C Breward
Vice-Principal Professor J Haywood
Vice-Principal Professor S Hillier
Vice-Principal Professor D Hounsell
Vice-Principal Professor R Kenway
Vice-Principal Dr S Rigby
Vice-Principal Professor L Yellowlees
Mr H Edmiston

1 MINUTE OF THE MEETING HELD ON 23 JANUARY 2013

Paper A

The Minute of the meeting held on 23 January 2013 was approved as a correct record.

It was noted that this was the last meeting to be attended by Dr Kim Waldron, University Secretary and Dr Alexis Cornish, Director of Planning. CMG members wished to record their thanks to Dr Waldron and Dr Cornish for their commitment and work on the CMG and across the University and wished them well for the future.

2 PRINCIPAL'S BUSINESS

2.1 Principal's Communications

The Principal reported on the following: international staff recruitment and the growing reputation of the global academies; the success of events held in India and Latin America; the positive response to the launch of MOOCs with two courses

currently being offered in each College and interest from international institutes; and various recent issues within EUSA.

2.2 Principal's Strategy Group

Paper B

CMG noted the report.

FOR DISCUSSION

3 DRAFT PLANNING SUBMISSIONS 2013-2016 (CLOSED)

Paper C

General Points:

- New approach with milestone plans covering a three year period
- Benefits of involving E&B colleagues at an early planning stage when considering new developments or improvements to current facilities
- Ensuring that equality and diversity activities included plans for staff and students
- The need to develop on-line programmes and expand the number of MOOCs

It was noted that final plans should be submitted by 28 March 2013 for consideration at PSG on 8 April and onward endorsement along with budgetary proposals by CMG on 17 April and approval by F&GPC on 29 April 2013.

3.1 CHSS

Paper C1

The priority areas included: investment in staff to enable continuing improvement of the staff to student ratio and the streamlining of professional support services; preparation for REF2014; increasing income by looking at student recruitment, reviewing fee structures and course development especially on-line; and continuing to improve facilities for students, staff and visitors. It was suggested that it might be helpful to make a reference to the on-going work around the ECA estate and the requirement to formally provide update information to the SFC,

3.2 CMVM

Paper C2

Addressing the challenges around sustainability and budgetary issues were highlighted in the plan. The priority areas included: continued implementation of the personal tutor scheme; restructuring of the current Schools within medicine and expanding current BSc programmes; improving liaison between Colleges particularly around biomedicine; and investment in improved capital facilities on all campuses including expansion of the BioQuarter. Suggestions were offered in respect of information on developments at Easter Bush and the proposed target for staff performance and development review.

3.3 CSE

Paper C3

The priority areas included: increasing research income, looking at interdisciplinary approaches and widening the funder base; increasing student numbers both under and postgraduate while tackling issues of sustainability and fluctuations year on year in student figures; significant estate challenges on the KB site and looking for a master plan approach to improve teaching, study and social space for students (and staff) recognising current opportunities re Murchison House. Suggestions were offered in respect of comments on estate matters and the need to grow postgraduate numbers and on-line programmes.

3.4 CSG Paper C4

Against a background of increasing volume and complexity of activities, CSG aimed to ensure continuing support for all the goals, enablers and themes within the Strategic Plan. It was noted that additional funding may be required for CSG to take forward further developments.

3.5 ISG Paper C5

It was noted that the business cases attached to the current draft and other areas within the plan would be reviewed prior to the ISG plan being finalised. There was discussion on the continuing rapid developments in IT and expectations across the University and also on the ownership and funding of ISG projects and the main drivers for change.

3.6 SASG Paper C6

This was very much a draft plan pending further consideration by the new Head of SASG. The priorities for the Group included: continuing to meet current demands which were likely to require additional funding particularly in respect of International Office and Development and Alumni activities; improving the student experience; support of activities to generate income; and ensuring effective governance against a changing regulatory framework.

3.7 Student Unions Paper C7

CMG was generally supportive of the plans submitted by EUSA and EUSU, but noted the financial challenges of the former.

4 FINANCE UPDATE (CLOSED) Paper D

CMG noted the current position re the Holyrood development and the establishment of a Sub-Group of Court to consider the request from SBS Trustees.

5 NEW COMPLAINT HANDLING PROCEDURE Paper E

It was noted that the Scottish Public Services Ombudsman had developed a model Complaint Handling Procedure in consultation with Universities Scotland to comply with the Public Services Reform (Scotland) Act 2010 and that the attached new University Procedure was little changed from that model template. CMG approved the new Complaint Handling Procedure for implementation on 11 March 2013 noting that this new Procedure would replace the University's current Student Complaint Procedure, Public Complaint Procedure and Admissions Complaint Procedure and that additional internal processes would be put in place to support staff and students involved in complaints.

6 ETHICAL FUNDRAISING Paper F

CMG approved the terms of reference including membership of the Ethical Fundraising Advisory Group (EFAG) subject to inclusion within its remit to the Group considering other funded activities particular in relation to ERI activities. The proposed ethical screening procedure was also noted and endorsed and that there would be requirement to amend the Delegated Authorisation Schedule to confirm that all donations should only be received by the Development Trust.

7 EQUALITY & DIVERSITY GOVERNANCE AND UNIVERSITY EQUALITY OUTCOMES (CLOSED) Paper G

CMG approved the establishment of an Equality Management Group and the Group's terms of reference and membership as set out in the paper. Suggestions were made on the proposed University Equality Outcomes including that in a number of cases the activity and outcome should be in relation to both staff and students and that a new challenge around access to higher education for those in the protected characteristics should be added.

8 UN PRINCIPLES OF RESPONSIBLE INVESTMENT Paper H

The activities currently underway in order for the University to meet its obligations as a signatory of the UNPRI were welcomed and it was noted that Ms Welch, Assistant Director of Finance, was the University's Nominated Officer for UNPRI.

FOR INFORMATION/FORMAL APPROVAL

9 MANAGEMENT ACCOUNTS FOR 6 MONTHS TO 31 JANUARY 2013 (CLOSED) Paper I

CMG noted the satisfactory financial position after six months.

10 Q2 MANAGEMENT ACCOUNTS FORECAST 2012-13 (CLOSED) Paper J

It was noted that based on the January 2013 accounts the Group forecast for 2012/2013 indicated a £23m surplus.

11 REPORT FROM FEES STRATEGY GROUP (CLOSED) Paper K

CMG approved the recommendations as set out in the paper.

12 ROUTINE FEES (CLOSED) Paper L

CMG approved the recommendations as set out in the paper.

13 REPORT FROM SEAG Paper M

CMG noted the report on the items considered by the last meeting of SEAG in February 2013 and the tabled Social Responsibility and Sustainability Highlights 2011/2012 document.

14 WHAT'S THE UNIVERSITY FOR?" SERIES AND GRADUATE ATTRIBUTES FOR RESPONSIBLE CITIZENSHIP Paper N

The sentiments expressed in this paper which had been considered at the last meeting of SEAG were welcomed by CMG and it was noted that HR would be following up issues as part of its review of the competences framework and that other matters would be taken forward as appropriate by Vice-Principal Dr S Rigby.

15 ALTERATION OF THE TITLE OF CHAIR OF ANIMAL BIOTECHNOLOGY Paper O

CMG approved the proposed alteration to the title of the Chair of Animal

Biotechnology.

16 DATES 2013/2014

Paper P

The dates for CMG meetings in 2013/2014 were noted.

17 DATE OF NEXT MEETING

Wednesday, 17 April 2013 at 10.30 am, in the Raeburn Room, Old College.