THE UNIVERSITY of EDINBURGH

**University Court
Raeburn Room, Old College
Monday, 17 June 2019**

AGENDA

1	**Minute**	**A1**
	To _approve_ the minute of the meeting held on 29 April 2019	
2	**Matters Arising & Review of Action Log**	**A2**
	To _raise_ any matters arising	
3	**Principal's Report**	**B**
	To _receive_ an update from Peter Mathieson, Principal	

SUBSTANTIVE ITEMS

4	**Student Experience Action Plan Update**	**C**
	To _consider_ a paper by Charlie Jeffery, Senior Vice-Principal	
5	**EUSA President's Report**	**D**
	To _receive_ an update from Andrew Wilson, EUSA President	
6	**Draft Strategic Plan 2019**	**E**
	To _approve_ a paper by Tracey Slaven, Deputy Secretary Strategic Planning	
7	**Undergraduate Access Scholarships**	**F**
	To _approve_ a paper by Tracey Slaven, Deputy Secretary Strategic Planning	
8	**Director of Finance's Report**	**G**
	To _consider_ a report by Lee Hamill, Director of Finance	
9	**Estates**	
	To _approve_ the papers presented by Jonathan Seckl, Vice-Principal Planning, Resources & Research Policy	
	• Peffermill Sports Village: Indoor and Outdoor Sports	**H1**
	• Small Works Programme Budget	**H2**

ITEMS FOR NOTING OR FORMAL APPROVAL

10	**Committee Reports for Approval**	
	• Nominations Committee	**I1**
	• Audit & Risk Committee	**I2**
	• Committee on University Benefactors	**I3**
	• Knowledge Strategy Committee	**I4**
11	**Committee Reports for Noting**	
	• Policy & Resources Committee	**J1**

18 **Any Other Business**
To _consider_ any other matters

19 **Date of Next Meeting**
Monday, 30 September 2019 – Court Seminar and Meeting

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

29 April 2019

[DRAFT] Minute

Members Present:	Ann Henderson, Rector (in chair)
	Anne Richards, Vice-Convener
	The Principal, Peter Mathieson
	Edward Bowen, Chancellor's Assessor
	Alan Brown, General Council Assessor
	Doreen Davidson, General Council Assessor
	Ritchie Walker, General Council Assessor
	Elizabeth Bomberg, Senate Assessor
	Sarah Cooper, Senate Assessor
	Claire Phillips, Senate Assessor
	Alexander Tudhope, Senate Assessor
	Jo Craiglee, Non-Teaching Staff Assessor
	Frank Ross, Lord Provost of the City of Edinburgh
	Frank Armstrong, Co-opted Member
	Robert Black, Co-opted Member
	Perdita Fraser, Co-opted Member
	Alan Johnston, Co-opted Member
	Clare Reid, Co-opted Member
	Susan Rice, Co-opted Member
	Eleri Connick, President, Students' Association
	Kai O'Doherty, Vice-President, Students' Association
Apologies:	David Bentley, Co-opted Member
In attendance:	Angi Lamb, Rector's Assessor
	University Secretary Sarah Smith, Vice-Principal Strategic Change & Governance
Presenters & Observers	Senior Vice-Principal Charlie Jeffery
	Vice-Principal Jonathan Seckl
	Vice-Principal Dave Robertson
	Vice-Principal Gavin McLachlan, Chief Information Officer & Librarian
	Lee Hamill, Director of Finance
	Tracey Slaven, Deputy Secretary Strategic Planning
	Gavin Douglas, Deputy Secretary Student Experience
	Gary Jebb, Director of Estates
	Leigh Chalmers, Director of Legal Services
	Theresa Merrick, Director of Communications and Marketing
	Kirstie Graham, Deputy Head of Court Services
	David Gray, Head of School of Biological Sciences (for Item 7)

1   Minute   **Papers A1, A2**

The Rector thanked the School of Engineering for their hospitality and interesting tour for Court members and noted the 'Meet the Court' event for staff and students, which had preceded the meeting.

The Rector thanked Student President Eleri Connick and Vice-President Welfare Kai O'Doherty, whose terms of office conclude in early June, for their service to the student body and the University over the past year and noted that Andrew Wilson, EUSA President-elect and Oona Miller, Vice-President Welfare-elect will be members for the next meeting of Court. The Chancellor has informed the University the new Chancellor's Assessor from 1 August 2019 will be Sheriff Principal Alistair Dunlop QC, who served as Sheriff Principal of Tayside, Central and Fife from 2000-2015 and is a continuing part-time member of the Sheriff Appeal Court.

The Minute of the meeting and the note of the seminar held on 18 February 2019 was approved.

2   Matters Arising & Review of Action Log   **Paper A3**

There were no matters arising. The action log was reviewed and noted.

3   Principal's Report   **Paper B**

Court noted the contents of the report and the news that Senior Vice-Principal Professor Charlie Jeffery has been appointed as the next Vice-Chancellor of the University of York, with congratulations on his success. The changes in the University's senior leadership were noted, with Professor Jeffery's departure alongside that of Professor Jane Norman and the appointment of the new Vice-Principal Students, Professor Colm Harmon from October. Court was assured that Professor Norman's equality and diversity portfolio would be embedded in the work of the Senior Leadership Team, recognising that celebrating and embracing equality and diversity was a cultural issue across the University and the wider society in which it operates and the work on defining our values was integral to addressing this.

There would be later Court discussion on the planning round and capital prioritisation and the Senior Leadership Team had been working on setting the University on the right course to meet our strategic ambitions in a financially sustainable way, recognising the issue of affordability and the importance of clear prioritisation and scrutiny of our cost base.

On 27 March, the University hosted a Strategic Dialogue Meeting with the Scottish Funding Council (SFC), which included the new SFC Chief Executive Karen Watt. This had been a positive meeting with a sense that relationships between SFC and universities will continue to develop.

Finally, congratulations were extended to the winning University Challenge team, the first University of Edinburgh win and first win by a Scottish team since 1984.

SUBSTANTIVE ITEMS

4   Student Experience Action Plan Update   Paper C

Court considered an update on the multi-strand programme of work to address the student experience, noting this had been developed further following the last Court seminar, with six priority areas underpinned by 70 individual strands of work, with a programme management methodology used to plan, cost, evaluate and prioritise these. Taking this forward amounted to an additional £15.3m commitment over three years and the Senior Leadership Team had identified this as a priority area in the planning round discussions. The Senior-Vice Principal drew members' attention to the next steps, emphasised the importance of communication and measurement and noted this was intended as a holistic plan that recognised the intersection between student and staff experience and mediated between detailed activity and larger cultural change.

Court welcomed the update and in discussion the following points were raised:
- The parallel development of the University Strategic Plan, EUSA Strategic Plan and Student Experience Action Plan had enabled alignment of these three areas of work.
- Workload allocation and creating a shared understanding of how to address this effectively, including course design and assessment and reduced administrative duplication.
- The importance of communication from before the student arrives and creating a shared sense of endeavour that work undertaken now may benefit future cohorts.

Court welcomed and noted the report.

5   EUSA President's Report   Paper D

The Students' Association President reported on recent developments and particularly the work over the past year to create a shared sense of community. The Teaching Awards evening had been a great success and notably Court member Elizabeth Bomberg had been nominated for Best Assessment Feedback and Charlie Jeffery had been honoured with the 'Outstanding Contribution Award: Championing Students' for his work supporting students.

6   Strategic Finance & Planning
   - **Director of Finance's Report   Paper E1**

Court considered the most recent monthly management accounts excluding subsidiaries (February 2017, Period 7), benchmarking analysis of financial performance against the Russell Group peer set, the latest iteration of the Ten Year Forecast aligned to draft Three Year Plans, and the potential impact of accounting for Universities Superannuation Scheme (USS) pension deficit recovery.

Benchmarking with peer universities indicated that Edinburgh's internal funding (i.e. cash inflow from operations) of capital expenditure is lowest in the peer set and

reducing, which linked to the Principal's earlier comments on affordability and prioritisation. It was noted that the University was required to hold provision on its balance sheet for its share of the USS Deficit Recovery Plan and following the adoption of the new UK Financial Reporting Standard (FRS 102), to publish financial results in a prescribed format. A large movement in USS provision had the potential to distort published financial statements sector wide leading to 'on paper' deficits that would require careful communication. The report was noted as providing a transparent and full refection of the current financial position that was helpful in the context of later items on planning and capital prioritisation.

- **Planning Round 2019-22**   **Paper E2**

Court considered the financial plan for the next rolling 3 year cycle 2019-22, noting this had been reviewed by Policy & Resources Committee. The plans encompass the impact of the City Region Deal and assume a series of management actions to address short term cost pressures while the Service Excellence Programme supports improvement in service delivery and sustainable release of resource through improved process design. Scenario testing on possible outcomes of Brexit and the Augar Review demonstrated these could be managed over the course of the ten year forecast and allow for planned reshaping of the undergraduate student population to reflect academic aspirations.

The proposed University budget allocations to the Edinburgh University Students' Association were noted and there was discussion on the aspiration to pay the Real Living Wage, whilst recognising that EUSA needed to ensure it was in a financially sustainable position. The Senior Leadership Team would continue to support progress through its regular engagement meetings.

Court approved the University's plans for 2019-22 and the proposed plan allocations to the Students' Association (EUSA) and the Sports Union (EUSU).

- **Capital Prioritisation**   **Paper E3**

Court considered an overview of the capital prioritisation exercise which took place in November and December 2018 and the prioritised proposals which resulted. In the context of the affordability challenge outlined by the Principal, the Senior Leadership Team reviewed and clarified the Capital Plan based on principles of student centred, academic inter-disciplinarily and engagement with the wider community. Members welcomed the clarity and focus on underpinning values and there was discussion of some of the hard choices that had been made in deferring projects, recognising the importance of a clear narrative in communicating these decisions. Court approved the outcome of the capital prioritisation exercise.

- **City Deal Data-Driven Innovation Skills Gateway**   **Paper E4**

Proposals for a Data-Driven Innovation (DDI) Skills Gateway had been developed in collaboration with regional and national partners, as part of the Edinburgh and South East Scotland City Region Deal Integrated Regional Employability and Skills activity funded by Scottish Government. The activity brings together industry, universities, colleges, schools and other partners to provide an integrated pipeline of skills

development and progression routes into data careers. The activities are overseen by a DDI Skills Gateway Advisory Board that will look for opportunities to align with activities being developed as part of the wider DDI Programme, and help facilitate the sharing of expertise, content and experience across the delivery partners. Court approved the University continuing to take a lead throughout the eight year programme delivery, noting the opportunity for significant organisational and reputation benefits.

7   International Collaborations
   • **Low Carbon College**   **Paper F1**

In December 2017, Court approved a proposal for the further development of a partnership with Shanghai JiaoTong University to establish a Low Carbon College (SJTU LCC) in Shanghai Lingang, China. Court considered an update and progress report on developments with details of the business case for the next phase in the development of the partnership. It was noted that this had been previously reviewed and supported by Policy and Resources Committee, that a capital contribution was not required from the University and that staffing can be increased on a staged basis depending on student number and research income growth. There was discussion on the use of 'flying faculty' in the context of carbon reduction and it was noted that over time there would be a greater use of locally employed staff. There was also a broader discussion on the choice of partners for international collaborations and how reputational risk is assessed and it was agreed it may be helpful for this to be a topic for future discussion by Court. Court noted the progress update and approved the business case for development of the partnership opportunity.

   • **Gujarat Biotechnology University**   **Paper F2**

Court considered the business case for a transnational partnership with the Government of the State of Gujarat (GoG), India, to establish a Gujarat Biotechnology University, noting this had been reviewed and supported by International Ventures Group, University Executive and Policy & Resources Committee. The proposal was to enter into a staged, conditional commitment with the Government of Gujarat that will allow us to develop full details of the partnership agreement, with the intention of entering a binding agreement in late 2019/early 2020, noting that academic governance approvals are still required.

The proposed partnership will establish a brand-new small specialist higher education institution, designed and run based on a University of Edinburgh culture of academic innovation, funded by GoG, with University staff and expertise bought in to develop world-class higher education and translational research capacity. There was discussion on the state government, the use of 'flying faculty' as in the previous paper and quality assurance, with assurances that these areas had been considered and the project had been designed with milestones and exit points. South Asia is a key emerging market for the University and economic forecasts predict that India, alongside China and the USA, will become one of the world's largest economies with the greatest demand for higher education. The University's current transnational strategic partnerships are focused mainly in China, so it was timely to diversify into other target regions.

Court approved the proposal that the University should enter into this staged agreement, with a formal agreement with GoG contingent on the proposed curriculum, assessment and quality assurance processes meeting the requirements established by Senate's Curriculum and Student Progression Committee, and on operating models, staff and student services/support, infrastructure and facilities all meeting the University's required standards.

8   Estates: King's Buildings Nucleus   Paper G

A proposal to create a hub with modern learning and teaching accommodation adjacent to support activities such as study spaces, library, student services, catering, sport and social facilities, to be known as the King's Buildings Nucleus, was reviewed. It was noted that this the College of Science and Engineering's (CSE) top estates priority and was supported by the Senior Leadership Team through the 2018 capital prioritisation process. Its proposed completion in 2022 will allow the majority of undergraduate teaching and learning for CSE students to take place at King's Buildings campus from the beginning of the 2022/23 academic year.

Members commented on their earlier tour of the campus, the capital prioritisation process and strong student support and accordingly Court approved funding from University Resources to allow the project to progress to completion

ITEMS FOR NOTING OR FORMAL APPROVAL

9   Outcome Agreement 2019-20   Paper H

Court agreed the content of the single year Outcome Agreement for 2019-20, and delegated authority to the Deputy Secretary, Strategic Planning to finalise and submit the Outcome Agreement to the Scottish Funding Council by 30 April 2019.

10   EDMARC Staff and Students Report 2018   Paper I

Court considered and approved the annual Equality, Diversity Monitoring and Research Committee (EDMARC) reports on staff and student data. There was discussion of trends that may be identified, such as black and minority ethnic student attainment and the gender pay gap and a request for further consideration of this topic at a future meeting.

11   CAHSS Reorganisation of Endowments   Paper J

Court approved the exercise of its power under Ordinance 209 to adopt the reforms detailed in the paper with regard to the application of endowment funds which have been held in excess of 25 years within the College of Arts, Humanities and Social Sciences.

12   Committee Reports
- **Exception Committee**   **Paper K1**

The following matters approved by Exception Committee on behalf of Court were noted:
- the delegation of authority to Policy & Resources Committee to approve funding for extension to the University's Advanced Computing Facility.
- the appointment of Professor Colm Harmon as Vice-Principal Students for an initial five year period alongside an open-ended professorial appointment, with an expectation of a 1 October 2019 full start date and possibly an earlier partial appointment.

- **Policy & Resources Committee**   **Paper K2**

The report was noted.

- **Nominations Committee**   **Paper K3**

On the recommendation of the Nominations Committee, Court approved the following appointments from 1 August 2019:

University Court
- Caroline Gardner to be appointed as a Co-opted member for a four year term of office to 31 July 2023
- David Law to be appointed as a Co-opted member for a four year term of office to 31 July 2023
- Sarah Wolffe to be appointed as a General Council Assessor for a four year term of office to 31 July 2023
- Jock Millican to be appointed as a General Council Assessor for a four year term of office to 31 July 2023

Knowledge Strategy Committee
- Sue Currie to be appointed for a three year term of office to 31 July 2022

To ensure that an external (non-Court) member can join Knowledge Strategy Committee, Court approved the following minor amendment to the Committee's Terms of Reference:

Knowledge Strategy Committee Terms of Reference

2. Composition

2.7 The term of office of members appointed by Court ~~members will be no longer than their membership of Court and~~ will be for a maximum of three years.

Audit and Risk Committee
- Grant Macrae to be appointed for a three year term of office to 30 April 2022

Curators of Patronage
- Moira Whyte to be appointed for a three year term of office to 30 April 2022

- Dave Robertson to be appointed for a three year term of office to 30 April 2022

<u>Staff Benefits Scheme</u>
- Bruce Nelson to be appointed as trustee for a three year term of office to 31 May 2022

- **Audit & Risk Committee**   **Paper K4**

The report was noted, including the new co-sourced arrangement for Internal Audit with KPMG.

- **Knowledge Strategy Committee**   **Paper K5**

The report was noted.

- **Senate**   **Paper K6**

The report was noted.

13   Resolutions   Paper L

The following resolution was approved: Resolution No. 6/2019: Foundation of a Personal Chair of Fluid Mechanics.

The following draft resolutions were referred to the General Council and to Senate for observations:
Draft Resolution No. 14/2019: Undergraduate Degree Programme Regulations
Draft Resolution No. 15/2019: Postgraduate Degree Programme Regulations
Draft Resolution No. 16/2019: Higher Degree Programme Regulations

14   Donations and Legacies   Paper M

Donations and legacies received by the Development Trust from 26 January 2019 to 5 April 2019 were noted.

15   Any Other Business

There was no other business.

16   Date of Next Meeting

Monday, 17 June 2019.

UNIVERSITY COURT

17 June 2019

Principal's Report

Description of paper
1.   The paper provides a summary of the Principal's main activities since the last meeting of the University Court.

Action requested/Recommendation
2.   Court is invited to note the information presented. No specific action is required of Court, although members' observations, or comment, on any of the items would be welcome.

Background and context
3.   The report summarises key issues for the University and the Principal's engagement with regard to local, national, international and sector-wide developments and activity.

Discussion
4.   The much-delayed (and much-leaked) Augar report was finally published on 30 May, with the anticipated headline of a proposal to cut tuition fees in England from £9,250 to £7,500 per year. Another recommendation of Augar's panel is that a government-funded teaching grant, directed towards high-cost, high-value subjects, should be provided as a replacement. The report will be considered in the autumn Spending Review and there is considerable doubt about which aspects, if any, will become Government policy, although the £7,500 headline figure look the most durable. We continue to monitor the situation and work through the implications.

5.   Our new Vice-Principal Students made his first visit to Edinburgh at the beginning of May where he joined the Senior Leadership Team in one of their regular meetings. Professor Harmon will continue to be involved in key discussions ahead of his October arrival date; in fact, he next visits the University's later this week for the second Learning and Teaching Conference.

6.   At our latest Strategic Away Day the University Executive discussed approaches to creating greater efficiency at the University by seriously addressing our cost-base. We also debated the increasingly crucial issue of Climate Change and our response to the "zero by 2040" target which we have adopted. Along with the Senior Vice-Principal, I recently met with some of our actively engaged students to discuss their thoughts about climate change and the University's contribution to the issue.

7.   I thought Court might be interested in a few words about the Research Excellence Framework (REF) process, which is firmly underway, albeit with still a long way to go. We submitted our Code of Practice (CoP) on 4 June for assessment by the Scottish Funding Council: assuming all is well, confirmation of its approval should come through by mid-August. Work to implement the CoP procedures across the University will then start and we are preparing for our first round of REF reviews in September. These reviews help each Unit of Assessment (UoA) to polish their

submission and have also been planned with our REF partners at St Andrews, Heriot-Watt and SRUC for the four UoAs that will be joint submissions. The overall process is long with the census date for staff set at July 2020. Final submissions are due by 27 November 2020 and results expected in December 2021. The critically important resultant financial implications will not be known until 2022.

8. There has been some recent progress on the matter of post study work with an amendment coordinated by Jo Johnson and Paul Blomfield to the Immigration and Social Security Co-ordination (EU Withdrawal) Bill 2017-19, which has been signed by over 70 MPs from all parties. The amendment is focussed on European Economic Area (EEA) and Swiss nationals studying in the UK not being included in any Visa limits and being entitled to work for two years after their course is completed. The focus on EEA and Swiss students is due to the scope of the Bill, and if accepted the aim will be to have this element extended to include non-EEA nationals. Although nothing is yet certain this increased attention and support is positive progress.

9. I have continued my internal "tour" of Schools and Departments during May visiting the School of History, Classics and Archaeology, Accommodation, Catering and Events staff and the University's Art Store in South Gyle.

10. There have been two significant Widening Participation events in the last few weeks. An evening discussion hosted by UCAS with invited guests who debated issues such as a Multiple Equality Measure and unconditional offer making. The second event was the launch of the Scottish Framework for Fair Access, hosted by the University. I welcomed Professor Sir Peter Scott, the Commissioner For Fair Access, Richard Lochhead MSP, Minister for Further Education, Higher Education and Science, and Karen Watt, Chief Executive, Scottish Funding Council to the event as well as students and staff.

Selected meetings and events during May 2019 – mid June 2019
11. University
- Welcomed guests to the launch of the University's British Sign Language Plan.
- Spoke to attendees of the 'Edinburgh Local Showcase – Engagement in the Curriculum' event, organised by the Social Responsibility and Sustainability department as part of our Community Engagement Strategy.
- Welcomed Professor Ian Holiday, University of Hong Kong, to the University to give a lecture on Liberalism and Democracy in Myanmar – organised by the Edinburgh Centre for Constitutional Law.
- Met with Sir John Leighton to discuss possibility of collaborations and partnerships between the National Galleries of Scotland and the University.
- Enjoyed meeting students and staff at the School of History, Classics and Archaeology.
- Delighted to meet the new Student Union Sabbatical President, Andrew Wilson together with his predecessor Eleri Connick. I reiterate my sincere thanks and appreciation to Eleri and her fellow Sabbaticals Shenan Davis-Williams, Georgie Harris, Diva Mukherji and Kai O'Doherty, for a year of excellent contributions.

- Delighted to watch the University of Edinburgh Boat Club complete a clean sweep of victories at the Scottish Boat Race on the River Clyde in Glasgow, and claiming their 7th successive Scottish Boat Race title.
- Welcomed attendees to the penultimate lecture of this year's Gifford Lecture Series given by Professor Dame Mary Beard, Professor of Classics at the University of Cambridge on "The Ancient World and us: from fear and loathing to enlightenment and ethics".
- Senior Vice-Principal Charlie Jeffery and I had an informative and constructive meeting with some of the student climate rally organisers.
- Visited Accommodation, Catering and Event colleagues at Pollock Halls to meet colleagues and find out more about their work; also the Art Store in South Gyle.
- Participated in a 'discussion' dinner for lay members of Court, hosted by the Vice-Convener of Court Anne Richards.
- Welcomed to Edinburgh visitors from the Mastercard Foundation Learning Partnership and Scholars programme institutions from Africa and North America.
- Participated in a meeting of the Medical Undergraduate Group, held at St Andrew's House.
- Welcomed attendees to the Community engagement celebration and dialogue event to celebrate the University's community engagement activities.
- Held a very useful away day with the University Executive where we focused our discussions on improving surplus in order to meet our strategic priorities and our commitment to zero carbon emissions by 2040.
- Participated in the General Council half-yearly meeting.

12. *Edinburgh and Scotland*
- Met Melanie Sensicle, Director, Melanie Sensicle Consulting Ltd. To discuss the Edinburgh Tourism Strategy.
- Visited Codebase and Caresourcer in Argyle House to learn more about the University's links.
- Attended the 21-Gun salute at Edinburgh Castle as "reviewing officer" to mark the Anniversary of HRH Prince Philip the Duke of Edinburgh's Birthday.

13. *Sector*
- Participated in a joint Universities Scotland – Confederation of British Industry round-table dinner hosted by Edinburgh Napier University, where discussion focussed on innovation and industrial partnership.
- Participated in several Universities Scotland meetings.
- Participated in the UCAS dinner discussion on widening access in Scotland.
- Attended the Vice-Chancellor Distinguished Lecture given by Sir Anthony Seldon, Vice-Chancellor of the University of Buckingham at Heriot-Watt University.
- Participated in Universities UK meetings in London and their Vice-Chancellor roundtable dinner to discuss the 'Current political landscape – opportunities and challenges for universities', hosted by Edinburgh Napier University.
- Participated in Russell Group meetings in London.

14. *Public Affairs*
- Welcomed Sir Professor Peter Scott, the Commissioner For Fair Access, Richard Lochhead MSP, Minister for Further Education, Higher Education and Science, and Karen Watt, Chief Executive, Scottish Funding Council, to the University for the launch of the Framework for Fair Access.
- Attended 'The Kinross House Meetings', a set of thought provoking roundtable discussions on multidisciplinary thought leadership.

15. *International*
- Participated in Universitas 21 meetings at the University of Maryland, USA. Whilst in the USA, I was pleased to meet alumni at a Development and Alumni-organised Reception in the World Bank, Washington.
- Welcomed to the University Professor Bernhard Eitel, Rector, Heidelberg University and Professor Dieter Heermann, Vice-Rector International Affairs, to discuss furthering scientific and institutional cooperation between the two institutions.
- Participated in League of European Research Universities at the University of Strasbourg.
- Participated in a Plenary Session on "HEI Challenges: Changing Job Market" at the Eurasian Higher Education Leaders' Forum in Astana, Kazakhstan.
- Welcomed a delegation of scientists from the Chinese Academy of Sciences to the University as part of their fact-finding visit to Scotland.
- Hosted a dinner for visitors from the University of Witwatersrand and Vanderbilt University. Their visit is to identify shared or overlapping interests that might become the foundation for a trilateral partnership, particularly in the area of health.

Resource implications
16. There are no specific resource implications associated with the paper.

Risk Management
17. There are no specific risk implications associated with the paper although some reputational risk may be relevant to certain items.

Equality & Diversity
18. No specific Equality and Diversity issues are identified.

Next steps/implications
19. Any action required on the items noted will be taken forward by the appropriate member(s) of University staff.

Consultation
20. As the paper represents a summary of recent news, no consultation has taken place.

Further information
21. Peter will take questions on any item at Court or further information can be obtained from Ms Fiona Boyd, Principal's Office.

UNIVERSITY COURT

17 June 2019

Student Experience Action Plan Update

Description of paper
1.   We have previously proposed and University Executive has endorsed a holistic, multi-strand programme of work to address the student experience at Edinburgh and move rapidly towards a culture in which our students feel cherished and our staff feel energised by their work with and for students.

Action requested/Recommendation
2.   Court is invited to note and discuss the update.

Background and context
3.   We have set out 6 major strands of work to support our goals of:

- Consistently excellent teaching;
- An inspiring curriculum;
- Excellent student support and customer service;
- Excellent facilities (physical and virtual) and inter-campus transport;
- A strong sense of belonging and community, underpinned by a strong student voice in University decision making; and
- An environment in which "things run smoothly" when it comes to the organisation and management of learning and teaching.

4.   Underpinning this work would be:

- Enhanced leadership development and support for key leaders, focussed initially on Heads of School; and
- Strengthened internal communications for staff and students

5.   We have previously identified over 70 different strands of work / projects – some already funded and underway, others still under development and unfunded – which taken together constitute the bulk of the student experience work being undertaken or planned at the University.

6. Since the last meeting of Court the major focus of work on the Student Experience Action Plan has been the review and revision of costs, aligned with the planning round, and the development of a communications plan to underpin the wider programme of work.

Discussion
Student Experience Developments in 2018/19
7. In line with the Student Experience Action Plan, we have been taking forward a number of (already funded) strands this year. In the following sections we highlight some of the most significant work on student experience undertaken or initiated over the previous 9 months.

Excellent Teaching – The Work of the Teaching and Academic Careers Group
8. In May 2018 the University Executive established a Teaching and Academic Careers task group to review processes for recognition, reward and support for teaching in academic careers. In its first phase of work the group developed and consulted widely on a set of Principles to guide the University's approach on teaching and academic careers.

9. In November 2018 University Executive approved these Principles (available at https://www.ed.ac.uk/academic-services/projects/teaching-and-academic-careers/principles) and the task group began a second phase of work focused on ensuring these principles were reflected and enacted effectively in University policies and practices. A central element of this work will be presented for decision to the next meeting of the University Executive: a revised version of the Exemplars of Excellence in Student Education, which sets out examples of achievement in teaching which might be used in cases of promotion at different grade levels, including for the first time cases for promotion from Grade 7 to Grade 8. This is designed to give effect to the Principle that we use "our staffing policies and processes to value and reward teaching".

10. The Exemplars of Excellence in Student Education were introduced in 2013 as informal guidance to be used alongside formal promotions documents. They are not intended to be exhaustive or prescriptive, but to offer colleagues examples of achievement which can be used to help make a case for promotion to a particular Grade. Hitherto Exemplars have been produced for promotions to Grade 9 and Grade 10, but not Grade 8. This creates a false impression that a teaching-focused case for promotion from Grade 7 to Grade 8 is not possible. As a result, career progression in teaching-focused roles from Grade 7 to Grade 8 has in practice been limited.

11. The revised Exemplars for the first time set out examples of achievement that colleagues working at Grade 7 can use to inform their cases for promotion to Grade 8. They have been developed in extensive consultation in particular in the College of Arts, Humanities and Social Sciences, which has the majority of the University's teaching-focused posts at Grade 7. They have been drafted to exemplify a clear and challenging standard of achievement that needs to be met in order to secure promotion to Grade 8; as at other Grades, promotion requires sustained achievement at the level of the higher Grade and is not awarded simply for being at a particular Grade for a long period.

12. Opening up the route for teaching-focused promotion from Grade 7 to 8 (and onward to Grade 10) will help to combat the perception that teaching is not valued as highly as other aspects of the academic role. It will enable a communications campaign for the 2019-20 promotions process that makes clear that we have a career pathway that extends through to professorial status for all academic staff, no matter what the balance of their roles, if they have sustained high achievement that merits promotion from their current Grade.

Excellent Support: Review of Student Support
13. Feedback from students (in recent surveys such as the National Student Survey) and from staff working in a personal tutor capacity have highlighted a number of

concerns about the effectiveness of the current Personal Tutor system. Further concerns have been identified about variable levels of support from and for our School-based Student Support teams. We have therefore already started a major review of all aspects of student support under the joint leadership of Senior Vice-Principal Charlie Jeffery and Deputy Secretary Gavin Douglas. The team is currently reviewing practice and feedback on that practice from across the University, as well as undertaking field trips to identify best practice at leading universities across the rest of the UK and north America. We expect this to lead to major recommendations for change in how we deliver student support, including academic, pastoral and career development, with recommendations due by December 2019.

14. We have also launched a project to bring together student-facing administrative functions teams from Corporate Services Group, Information Services Group and the University Secretary's Group to allow students to access a much greater range of services from one place ("student hub") on each campus. We expect the first "hubs" (central area and King's Buildings) to be launched in January 2020, with the remaining campuses to follow in 2020/21.

Excellent Facilities: Investing in the Learning and Teaching Estate
15. In 2018/19 the University concluded 13 student-facing estate developments. These range from very large projects such as the Law School refurbishment to more modest but locally incredibly important initiatives such as the refurbishment of Rainy Hall at New College.

  i.   7-8 Chambers Street – creation of new teaching and learning spaces for students from the School of Architecture and Landscape Architecture

  ii.   27-28 George Square – School of Social and Political Science Postgraduate student 'offices' and study spaces

  iii. Law School refurbishment

  iv.   Creation of a new teaching facility at High School Yards

  v.   New student common rooms and accommodation at Riego Street and West Mains Road

  vi.   New accessible entrance to Ashworth Building at King's Buildings campus

  vii. New larger scale cycle stores at Pollock Halls

  viii. Refurbishment of the Rainy Hall at New College

  ix.   Ongoing refurbishment programme in Sport and Exercise

  x.   Firbush Outdoor Centre – friendship circle and new harbour wall

  xi.   ECA Café at Edinburgh College of Art and completion of refurbishment of the main building

xii.   Murchison House – creation of teaching and self-study spaces and new cafe

xiii.   Refurbishment and upgrading of teaching accommodation at Minto House, James Hutton Lecture Theatre and Lister Learning and Teaching Centre

Excellent Facilities: The Lecture Recording Project
16. The Lecture Recording Programme was approved by Court in September 2016 after consultation with Senate Learning and Teaching Committee and Knowledge Strategy Committee throughout 2016. Rolling out lecture recording at scale was also one of the key recommendations from the 2016 review of the University's Accessible and Inclusive Learning Policy. The goal of the project has been to enhance the student experience alongside bringing extensive pedagogical and research benefits.

17. The new lecture recording service, called MediaHopper Replay, is being rolled out in three stages, with the first stage of 114 rooms equipped for use in academic year 2017/18. For the academic year 2018/19 this increased to 300 rooms and by the start of 2019/20 we will have equipped 400 teaching spaces. The capital investment alone is c £2.25 million.

18. In January 2019 the new lecture recording policy was implemented. This means that lecture recording happens automatically for everything marked in the timetabling system as a lecture taking place in a room fitted with the Media Hopper technology. Lecturers can however still opt-out of all or some of their lectures.

19. The growth in use of the service has exceeded expectations. In 2017/18, over 13,000 lecture recordings were made, with 470,000 student views of these recordings. In 2018/19, over 25,000 lecture recordings have been made with over 750,000 student views.

National Student Survey 2019
20. The Office for Students will publish 2019 National Student Survey data on its website on 3 July 2019, approximately 1 month earlier than previous years. There will be an interim update circulated by email to Court members in early July and a full report to Court at its next meeting in September 2019.

Resource implications
21. Budgets for the plan continue to be reviewed an updated with a particular focus on the parameters of the current planning round, in particular 2019/20 budgets. Initial project costs have already been subject to a 20% "haircut" in 2019/20 to reflect the fact that most new projects will not incur 12 months' expenditure in 2019/20; further cost reductions have been applied to the roll out of additional support for mental health and wellbeing in 2019/20 to reflect the fact that the new Health and Wellbeing Centre will not be ready to occupy until Semester 2.

22. Also, in order to ensure there is sufficient flexibility within the plan to accommodate new initiatives – for example, those that may be taken forward for the new Vice-Principal Students – a number of further budget reductions have been suggested across a range of projects, in particular those where costs have a high degree of uncertainty at this stage.

23. Finally, some costs, including communications costs, have been firmed up and added into the plan.

24. This remains an ambitious and expensive programme of work over the next three years, but net effect of these various cuts and additions *at this stage* has been to reduce the total committed budget for the programme over 3 years from £15.3 million to £14.2 million.

Risk Management
25. Failure to continue enhancing the student experience and meet student expectations for both learning/teaching and other elements of student life may lead to reputational damage and affect the University's ability to attract the highest potential students in the future.

Equality & Diversity
26. There may be equality and diversity implications to be considered for new or revised policies or practices required by the plan.

Next steps/implications
27. Assuming that the draft budget is approved as part of final planning round decisions, we will move as soon as possible to:

- enhance our project delivery capability; and
- finalise the detailed programme plan that will be used to monitor progress with implementation and support project leads with development of business cases and individual project plans.

28. Detailed business cases and projects will be signed off and monitored by a sub-committee of University Executive (which is meeting on a monthly basis to guide the Plan). Incoming Vice-Principal Students Colm Harmon is fully sighted on the development of the plan and will be skyping in to future meetings of the sub-committee to ensure an effective transition in leadership of the plan.

Consultation
29. Regular updates are reviewed by the University Executive's Student Experience sub-committee.

Further information
30. *Author*   *Presenter*
    Gavin Douglas   Charlie Jeffery
    Deputy Secretary Student Experience   Senior Vice-Principal
    June 2019

Freedom of Information
31. Open paper.

UNIVERSITY COURT

17 June 2019

Edinburgh University Students' Association President's Report

Description of paper
1.   This paper is to note developments at Edinburgh University Students' Association since the last Court meeting, and to provide an update on current work and initiatives.

Action requested/Recommendation
2.   Court is asked to note this report. It is recommended that this information be considered to support other initiatives and projects designed to improve student satisfaction and enhance the student experience.

Discussion
Introduction
3.   This is my first report as President, and I'm looking forward to a productive year ahead. The officer team worked with the 2018-19 team for a week as part of the changeover process, prior to a residential induction and planning event. This initial period of time spent with the outgoing officers and senior management team has been a great introduction to the role, and we've also been meeting many of our key contacts in the university. We're looking forward to working with Court members across the year.

4.   The new team for 2019-20 are :

President – Andrew Wilson
Vice-President Activities and Services – Bethany Fellows
Vice-President Community – Rosheen Wallace
Vice-President Education – Stephanie Vallancey
Vice-President Welfare – Oona Miller

5.   You can read more about our roles in the appendix. We're currently working on plans for delivering on our key objectives for the year, and look forward to sharing these with Court and University colleagues in due course.

Some good news to share
6.   We're delighted to have been shortlisted in the annual Herald Education Awards for our work developing the anti sexual-harassment/sexual-violence #NoExcuse campaign. The student-led, university-supported campaign has complemented the work being undertaken collaboratively with the university to develop a new approach to policy and practice relating to harassment and how cases are reported and handled, and to creating a better culture within the university community that ensures this issue is addressed head-on but also pre-empted through education, awareness raising, and training and development for staff and students – for example through the widespread by-stander training provided to societies and sports clubs. Our previous Vice-President Welfare Kai O'Doherty led the work to co-ordinate this campaign with other students, but also continued to lead conversations on delivering

practical and cultural change within the institution on this important issue. This work will continue into next year, and we're pleased to see the commitment from the University Task Force to developing a clear policy outlining the university's position on sexual violence and harassment.

Supporting student leaders

7.   As we near the end of the academic year, our teams who work with student leaders and volunteers are reflecting on engagement and achievements this year.

8.   We trained over 1,400 Programme Reps, with almost 40% benefitting from in-person training and now have plans to scale up that training for 2019, with university support through the Student Experience Action Plan to reach all Programme Reps in person in Semester 1. The impact of the training has been felt by this year's cohort:

> *"I am proud that I could represent my degree programme, get in touch and receive feedback from my peers, and most importantly - connect the people of my degree program to each other"*

> *"I believe I have made students more aware of the impact they could have on the courses they take and how their feedback could be used"*

9.   In Peer Learning and Support this year we worked with 626 student leaders. There were 11,000 instances of attendance at Peer Learning and Support schemes this year, with 97% of attendees saying they would recommend it, and 85% saying participation in peer learning scheme made them feel more part of their academic community. We are currently training leaders for next year.

10. We supported c400 student leaders and volunteers in achieving university accreditation for their work through the Edinburgh Award.

Student Representation

11. Over the last year, our Student Council discussed motions on a range of topics, from support for trans and non-binary students to transport, men's mental health, transport, and the provision of accessible bathrooms on campus. In total, 21 motions and 3 expenditure requests totalling £3,000 were brought to Council in the 2018/19 academic year. One motion went to an all-student online ballot and subsequently passed. Student Council discussions and decisions will then be followed up for implementation by our sabbatical team.

12. Following an extensive review of our democratic processes, which aimed to make Student Council more accessible to a diverse range of students, our average attendance has increased from 54 in 2017/18 to 76 in 2018/19 (a 41% increase), with 128 students in attendance at January's meeting.

13. We'll be providing Court with more regular updates on Student Council business going forward.

Teaching Awards

14. This year we received over 2,000 nominations in our Teaching Awards scheme. Our Awards event in April saw shortlisted people recognised by students and staff at

a celebratory reception and awards dinner in Teviot. All of the winners were clearly very delighted to have been recognised, and all nominated staff received a letter outlining nomination comments, and a badge which we see several staff proudly wearing throughout the year! You can see more about the Teaching Awards here: https://www.eusa.ed.ac.uk/representation/campaigns/teachingawards/results/ and watch a short video here.

15. We also gave a special award for outstanding contribution to the outgoing Senior Vice-Principal Charlie Jeffery, for his significant work to champion learning and teaching development and drive student experience improvement.

Student Awards
16. Our inaugural Student Awards saw c450 guests come together to celebrate student achievements. Previously we had run Impact Awards and Activities Awards and our new awards were open to student groups and any individual student to be nominated. On the night we saw a wide range of students, from societies, sports, and student community groups and activities recognised and celebrated. We'll be reviewing the success of the event and developing plans for the coming year over the summer. Read more about our amazing students here:
https://www.eusa.ed.ac.uk/studentawards/
And there is a short video here.

Organisational Effectiveness Review
17. Our organisational effectiveness review balances organisational effectiveness improvement and cost savings.   There are proposals to restructure several departments within the organisation. The total cost savings aspired to in the review are £400k per annum with £300k per annum of these coming from recurrent salaried staff reductions. We have just completed a month-long consultation period on the proposals. The proposals remove around 26 roles from the structure, but also introduce 12 new roles. There is an overall net headcount reduction of around 12 full-time equivalent staff. It will support delivery of our strategic plan. We anticipate the outcomes of the review will result in staff changes over the summer and beyond, with transitional arrangements agreed to ensure business continuity in the short term.

Strategic Plan
18. Our new Strategic Plan began on 1 April 2019, and a summary is attached as an appendix. We'll present and update on the plan in more detail at a future Court meeting. We're excited for our ambition that sees us aim to be, by 2025 'a high performing student union, valued by our members, delivering outstanding support and services for a vibrant, well-rounded time at university.' Our key priorities for this plan include:
- Transforming our Services
- Supporting Students' Personal and Professional Development
- Supporting and helping to build Student Communities
- Supporting and Empowering all our Staff
- Financial Stability

19. We have developed a Balanced Scorecard approach to measure impact as we progress, and have worked to develop both organisational and departmental Key

Performance Indicators. We have softened the launch of our plan due to the sensitivity around our organisational review process currently in play although this is a key part of reshaping the organisation to be set up in a good place to deliver on our strategy. We have also been working up the initial implementation plans for our strategy, although again the process of restructuring will have an impact on these – most were written by teams in the context of the current structures. Whilst we do have a good high-level overview of key priorities, we anticipate the first year of the plan to be one of reshaping and consolidation in the main.

Financial update
20. The Association's financial year runs from 1 April so we have been managing year-end results. We reported a small full year surplus of £33k in period 12 management accounts which included additional grant support to manage the impact of the return of Underbelly to Bristo Square for the Edinburgh Festival 2018. We are currently working on the Association's statutory accounts prior to the external audit in June. The audited accounts will be shared with the University as usual once they have been fully signed off by our Trustee Board in late September.

21. We are already two months into the new financial year 2019/20, and these very early results look encouraging, slightly ahead of budget. However these are of course very early days and with our most important trading activity yet to happen. The organisation undertakes quarterly re-forecasting which will also enable us to track the impact of our organisational review changes. Further details will be given in my next President's report.

Commercial update
22. We have been tracking performance of a number of key areas, having introduced a number of changes to menus and outlets to respond to changing student needs. New menus in Teviot, and the introduction of our new vegan café, Humpit, in Potterrow following on from the refurbishment of our Potterrow coffee outlet. There are signs of success, with 85% growth in catering sales in Potterrow in particular.

23. Changes due to building developments at King's Buildings present challenges, with our most popular/successful outlet, KB Wrap Bar and Shop moving to a temporary, less favourable, location at the Mary Bruck building, although with terms agreed for an outlet in the Nucleus when it opens. The current plan will see the Wrap Bar open in its new location on 10 June. We do anticipate a reduction in sales as a result.

24. Our commercial team have been focussing on a more diverse and varied entertainments offer, with clear income targets. In collaboration with our Vice-President Activities they worked on developing and delivering a revised Graduation Ball offer, with a move away from the traditional dinner/entertainment model – this year in Potterrow with a new format, and greater capacity, with over 1,000 students enjoying an array of entertainment and celebrating the end of their time at Edinburgh. Students enjoyed our outdoor end of year Garden Party in Teviot garden, and our end of year Big Cheese club night was also a sell-out.

25. We have also increased the volume of external events – a new partnership with the Science Festival this year saw Pleasance fully utilised during the Easter vacation, and in addition we hosted a number of external conferences and events by organisations including the Sustainability Action Forum, Lothian Equal Access Programme for Schools, Alzheimers' Research, Association of Infant Mental Health, Scottish Swimming Masters, as well as a number of University School-led events. We are now looking forward to hosting a number of graduation-related events and receptions, and moving forward into June we are hosting Pride, and the Jazz Festival, all prior to Fringe starting in August.

26. Behind the scenes we have also been introducing two new systems to support our commercial operations – 'Staff Savvy', to support rota-ing, management of and engagement with our large hourly-paid student staff group; and FLOW – an online industry-standard training and development package, which is being introduced initially to support induction and compliance training and development of our Festival staff team (c 400 new staff), but will be used with all staff from September.

27. The Association was proud to receive a Gold Best Bar None Award. Best Bar None is a national accreditation scheme which recognises best practice in operational management of licensed premises. We are pleased that this highlights clear improvements within the operational standards and management.

Digital Transformation
28. Our staff intranet (one of the six sub-projects of our Digital Transformation Project) will be launching in June. It will serve all staff and will be a one-stop-hub to house access points to key platforms (like rota and annual leave systems), quick links to key documents and resources, and news and useful operational information. The Intranet has been developed in house with our Marketing and IT teams and is a cloud-based system, with an app, which is a Microsoft 365 product. This project is key to addressing and improving internal communications across a multi-site organisation with a dispersed staff cohort.

29. Over June – August, we will be delivering the email communications and digital media strategy project strands (in advance of the new Academic Year). Following on from this, the Customer Relationship Management (CRM) and website project strands will be worked on, which aim to transform our communications and engagement with members.

Resource implications
30. There are no resource implications for this report because this report is retrospectively outlining existing projects.

Risk Management
31. Not applicable.

Equality & Diversity
32. Equality and Diversity considerations are implicitly included in this paper. EUSA represents the interests of a diversity of student groups and exists to maintain the equal representation of students and student groups.

Next steps/implications

33. There are no next steps to be taken as a result of this paper

Consultation

34. All relevant EUSA Sabbatical Officers, staff members, student staff and members of our organisation. Any items relating to partnerships with other organisations or branches of the University include information provided by all participating stakeholders.

Further information

35. *Author*   *Presenter*
    Andrew Wilson/ Eleri Connick   Andrew Wilson
    Edinburgh University Students'
    Association President
    June 2019

Freedom of Information

36. This paper is open.

Sabbatical Officers

Edinburgh University Students' Association

PRESIDENT

ANDREW WILSON — HE/HIM

- Responsible for the student leadership of the organisation through the role as chair of Association Executive and the Students' Association Trustee Board
- Leads on overall representation and liaison with the University
- Leads on representation and liaison with the University on Finance, HE Funding, and Estates
- Ex Officio attendee at NUS Conference and NUS Events
- Lead spokesperson for the Officer team with the Media
- Represents the Association at NUS events
- Coordinates the Sabbatical Officer team
- Provides oversight on the financial, legal, HR and strategic activity of the organisation through the Trustee Board and Sub Committees
- Member of, and attendee at, University committees and Association committees as per Schedule

VICE PRESIDENT ACTIVITIES & SERVICES

BETHANY FELLOWS — SHE/HER

- Leads on representation and liaison with the University and beyond on matters relating to Student opportunities, societies and volunteering and social enterprises
- Lead representative in relation to the Association's commercial services, space and facilities
- Co-ordinates and leads campaigns and projects in relation to student development, student opportunities, societies and volunteering and social enterprises
- Leads on relationships with relevant University teams focussed on student development and opportunities, including Careers, Employability consultancy, Launch.Ed
- Leads on relationships with other activities providers including the Sports Union and Edinburgh Students' Charities Appeal (ESCA)
- Represents the Association at NUS events
- Supports Activities Reps
- Represents the interests of Societies and other student groups
- Association spokesperson on the Association's commercial services, space and facilities
- Member of, and attendee at, University committees and Association committees as per Schedule
- Chairs Strategic Development Subcommittee
- Chairs Activities Executive

VICE PRESIDENT COMMUNITY

ROSHEEN WALLACE — SHE/HER

- Leads on representation and liaison with the University and beyond on matters relating to students as local residents, including housing, the environment, sustainability, transport, local council and citizenship
- Co-ordinates and leads campaigns and projects in relation to housing, environment, sustainability, transport, citizenship
- Lead on the relationship with the University Social Responsibility and Sustainability department
- Contributes to and inform University strategy on local community issues, and on sustainability issues
- Lead on University Accommodation issues
- Contributes to wider University estates issues
- Leads on relationships with the City Council, local residents and local community group including to facilitate student representation on Community Councils, Neighbourhood partnerships and other local stakeholder groups
- Represents the Association at NUS events
- Liaises with and represents the interests of student community and volunteering groups
- Leads on sustainability aspects of Association services
- Association spokesperson on community issues
- Member of, and attendee at, University committees and Association committees as per Schedule
- Chairs Finance, Risk & Audit Subcommittee

VICE PRESIDENT EDUCATION

STEPHANIE VALLANCEY — SHE/HER

- Key role in supporting effective academic experience
- Leads on representation and liaison with the University, centrally and at College and School level, on matters relating to academic provision
- Co-ordinates and leads campaigns and projects in relation to all elements of the academic experience, including learning and teaching, academic facilities, quality assurance and enhancement, university academic policy and processes
- Association spokesperson on academic and education issues
- Leads on relationships with Academic Services, University Schools and Colleges, Institute for Academic Development
- Represents the Association at SPARQS events
- Participates in relevant NUS events
- Supports Programme and School representatives
- Lead student officer in relation to our Peer Learning provision
- Association spokesperson on academic and education issues
- Member of, and attendee at, University committees and Association committees as per Schedule
- Chairs Governance Subcommittee

VICE PRESIDENT WELFARE

OONA MILLER — SHE/HER

- Leads on representation and liaison with the University on matters relating to student wellbeing and student support provision, and on equality and diversity
- Co-ordinates and leads campaigns and projects in relation to welfare, and equality and diversity issues, including student safety, mental and physical health and wellbeing, and inclusion
- Leads on the relationship with student support services, including Counselling, Student Disability, Chaplaincy or others
- Lead representative on Equality and Diversity development and initiatives within the university
- Contributes to and informs the development and implementation of relevant university strategies (e.g Mental Health Strategy, support for Disabled students)
- Leads on campus cohesion, faith groups, liaison with chaplaincy
- Represents the Association at NUS events
- Supports Liberation officers and Section representatives
- Association spokesperson on welfare, and equality and diversity issues
- Sabbatical Officer liaison with the Advice Place
- Ensures accessibility to Students Association services
- Leads on student safety issues
- Member of, and attendee at, University committees and Association committees as per Schedule
- Chairs People & Culture Subcommittee

2019/20

Liberation Officers

BLACK & MINORITY ETHNIC (BME) OFFICER
Meyra Çoban

DISABLED STUDENTS' OFFICER
Ellen Blunsdon

LGBT+ OFFICER
Rosie Taylor

TRANS AND NON-BINARY OFFICER
Elliot Byrom

WOMEN'S OFFICER
Martha Reilly

Section Representatives

INTERNATIONAL STUDENTS' REPRESENTATIVE
Daniel Mutia

STUDENT PARENTS' REPRESENTATIVE
Ambra Minoli

STUDENT CARERS' REPRESENTATIVE
Mia Zielinska

MATURE STUDENTS' REPRESENTATIVE
Elaina Benson

PART-TIME STUDENTS' REPRESENTATIVE
David Renton

School Representatives

BIOLOGICAL SCIENCES UNDERGRADUATE SCHOOL REPRESENTATIVE
Ai Guan

(DEANERY OF) BIOMEDICAL SCIENCES UNDERGRADUATE SCHOOL REPRESENTATIVE
IfeOluwa Taiwo

BUSINESS SCHOOL UNDERGRADUATE SCHOOL REPRESENTATIVE
Vidur Khanna

CHEMISTRY UNDERGRADUATE SCHOOL REPRESENTATIVE
Zena Younes

DIVINITY UNDERGRADUATE SCHOOL REPRESENTATIVE
Kirsty Munro

ECONOMICS UNDERGRADUATE SCHOOL REPRESENTATIVE
Lisa Gmerek

EDINBURGH COLLEGE OF ART UNDERGRADUATE SCHOOL REPRESENTATIVE
Apolloniya Vlasova

EDINBURGH MEDICAL SCHOOLS UNDERGRADUATE SCHOOL REPRESENTATIVE
Heather McAdam

EDUCATION UNDERGRADUATE SCHOOL REPRESENTATIVE
Callum Sibley

ENGINEERING UNDERGRADUATE SCHOOL REPRESENTATIVE
Ophelia Tornyedz

GEOSCIENCES UNDERGRADUATE SCHOOL REPRESENTATIVE
Rebecca Rees

HEALTH IN SOCIAL SCIENCES UNDERGRADUATE SCHOOL REPRESENTATIVE
Kennedy McCormack

HISTORY, CLASSICS & ARCHAEOLOGY UNDERGRADUATE SCHOOL REPRESENTATIVE
Mickey Ferguson

INFORMATICS UNDERGRADUATE SCHOOL REPRESENTATIVE
Qais Patankar

LAW UNDERGRADUATE SCHOOL REPRESENTATIVE
Gethin Binns

LITERATURES, LANGUAGES & CULTURES UNDERGRADUATE SCHOOL REPRESENTATIVE
Harry Banks

MATHEMATICS UNDERGRADUATE SCHOOL REPRESENTATIVE
Winnie Zhang

PHILOSOPHY, PSYCHOLOGY & LANGUAGE SCIENCES UNDERGRADUATE SCHOOL REPRESENTATIVE
Nathan Zou

PHYSICS AND ASTRONOMY UNDERGRADUATE SCHOOL REPRESENTATIVE
Yicheng Wang

SOCIAL & POLITICAL SCIENCE UNDERGRADUATE SCHOOL REPRESENTATIVE
Dhruti Chakravarthi

VETERINARY STUDIES UNDERGRADUATE SCHOOL REPRESENTATIVE
Nirvana Leaver

Activities Representatives

ACTIVITIES REPRESENTATIVES (ACADEMIC)
Thomas Evans

ACTIVITIES REPRESENTATIVES (ADVICE & COMMUNITY)
Alexander Basescu

ACTIVITIES REPRESENTATIVES (APPRECIATION)
Paulina Mrozek

ACTIVITIES REPRESENTATIVES (ARTISTIC AND CREATIVE)
Jasmine Hawkins

ACTIVITIES REPRESENTATIVES (CAMPAIGNING & AWARENESS)
Vacant

ACTIVITIES REPRESENTATIVES (DANCE, MUSIC & THEATRE)
Mhairi Goodwin

ACTIVITIES REPRESENTATIVES (EMPLOYMENT, TRANSFERABLE SKILLS & FINANCE)
Raman Goyal

ACTIVITIES REPRESENTATIVES (FAITH, BELIEF & SPIRITUAL DEVELOPMENT)
Rebekah Orriss

ACTIVITIES REPRESENTATIVES (GAMING & ROLEPLAYING)
Fox Foster

ACTIVITIES REPRESENTATIVES (INTERNATIONAL & MULTICULTURAL)
Maryam Helmi

ACTIVITIES REPRESENTATIVES (MEDIA & BROADCASTING)
Sophie Smith

ACTIVITIES REPRESENTATIVES (PHYSICAL & OUTDOORS)
Vacant

ACTIVITIES REPRESENTATIVES (POLITICAL)
Jordan Dowd

ACTIVITIES REPRESENTATIVES (VOLUNTEERING)
Tumi Akeke

Edinburgh University **Students' Association**

Strategic Plan

Edinburgh University Students' Association

2019-2025

Ambition

By 2025, we will be a high-performing students' union, valued by our members, delivering outstanding support and services for a vibrant, well-rounded time at university.

Priorities

Financial stability
- Able to fund student activity
- Able to respond to student needs
- Sustained for the future

Support and empower all staff
- Effective internal communications
- Positive cuture
- Clear roles, opportunities and recognition

Support and help to build student communities
- Enhanced support for student groups and events
- Be a part of School communities
- Cultivate UoE-wide spirit

Support students personal and professional development
- Provide opportunities
- Guide and inspire
- Recognise success and development

Transform our services
- Digitally developed services
- Historic Teviot reimagined for the 21st century
- Targeted development of services

Purpose

To enhance student life at the University of Edinburgh by providing representation, services, activities and support.

Principles

Student led
Prioritise work and services that matter to students

Power to change
Be strong representatives, campaigning for students

Diverse student communities
A sense of belonging for all

Open and helpful
In our communications and interactions

Collaboration
Harnessing the benefits of working together

Ethically and environmentally responsible
Conscious of our impact

Social Enterprise
Trading, with multiple benefits for our members

Measures

Customer/Member
- **90%** or above **satisfaction** with all key services, and overall
- **5%** annual **increase** year on year in Student Election **voter turnout**
- **35% increase** in **footfall** across key spaces

Internal Processes
- All spaces utilised to **75% occupancy**
- Finalised, **accurate monthly management accounts** produced within 7 days of accounting period end
- **80%** in assessment of **Good Governance Code** for Student Unions
- NUS **Green Impact** accreditation

Innovation & Learning
- **90%** of **staff would recommend** us as a place to work
- At least **80%** of staff will be **intranet users**
- **2%** of staff **expenditure** dedicated to **staff training and development**
- **2%** of income **reinvested** into **services and space development**

Finance & Resources
- **2%** annual operating **surplus**
- **£1** Million in **reserves**
- **5%** annual **growth** in **commercial contribution**
- Maximum of **53%** of operating **revenue** spent on **permanent committed staffing**

THE UNIVERSITY *of* EDINBURGH

UNIVERSITY COURT

17 June 2019

Draft Strategic Plan: 2019

Description of paper

1. The paper provides an update on the activities currently in hand to support the University's new Strategic Plan and seeks Court approval to move to finalisation.

Action requested/Recommendation

2. Court is asked to note the activities underway to deliver the new Strategic Plan, to comment on the final draft text and to delegate authority to the University Secretary and Deputy Director, Strategic Planning to make final drafting amendments to the text and to agree on the design of the document to allow us to publish in the Autumn 2019.

Paragraphs 3-11 have been removed as exempt from release due to FOI.

Risk Management

12. Consideration of risks and opportunities and institutional response to them is a key component of the Strategic Plan writing process.

Equality & Diversity

13. An Equality Impact Assessment will be conducted as part of the Strategic Plan writing process. This reflects the importance of strategic plan in guiding decision-making across the university.

Next steps/implications

14. We anticipate publishing our new Strategic Plan around September 2019. To allow us to do this, this is the final version of the document for Court consideration.

15. We are also developing options on presentation and the look and feel of the published Plan. Our aim is to promote this as an online document (interactive and updatable PDF), although we will produce hard copies to meet the needs of different stakeholders.

16. Simultaneously, we will work with Communications & Marketing to produce supplementary guidance which will help us all own and engage with the Plan.

Consultation

17. The decision to renew the strategic plan was an outcome from the strategic away session for the senior management team in June 2018. Consultation on the plan has been as outlined in paragraph 6 above.

Further information

18. Work on the process is being co-ordinated through the Governance and Strategic Planning team (Pauline Jones and Jennifer McGregor strategic.plan@ed.ac.uk) who may be contacted for more information.

19. *Author & Presenter*
   Tracey Slaven
   Deputy Secretary Strategic Planning

Freedom of Information
20. The paper is closed until publication. This provides the University with the opportunity to discuss and debate priorities openly through the development process.

THE UNIVERSITY *of* EDINBURGH

UNIVERSITY COURT

17 June 2019

University of Edinburgh Undergraduate Access Scholarships

Description of paper
1.   This paper proposes changes to the cost, financial value, eligibility criteria and operation of the University's access scholarship programme from 2020 entry.

Action requested/Recommendation
2.   Court is invited to approve the proposal to replace the existing access scholarships with a single, consolidated and simplified access scholarship programme named the Access Edinburgh Scholarships.

Paragraphs 3-26 have been removed as exempt from release due to FOI.

Risk Management
27. These proposals do not alter the University's commitment to award access scholarships to students automatically on the basis of agreed criteria. As such, there is a risk that the actual financial cost of the awards is significantly above those projected, should the number of eligible students exceed those anticipated. However, any increase in financial cost will also represent the success of the programme in widening participation to the University. Development & Alumni are keen to continue to increase the donor-funded element of the access scholarships, which this new simpler programme should help facilitate.

Equality & Diversity
28. The University's access scholarships are intended to support equality and diversity by lowering financial barriers to access and participation.

Next steps/implications
29. More detailed modelling of the transitional costs of the preferred proposal will be undertaken prior to submission to Court. Subject to approval, relevant professional services will progress transition to, and implementation of, the new programme.

Consultation
30. These proposals have been supported by the University Executive (meeting of 14 May 2019) and Policy & Resources Committee (meeting of 3 June 2019) and previously discussed with Chris Cox, Vice-Principal Philanthropy & Advancement, Tracey Slaven, Deputy Secretary, Strategic Planning, and Laura Cattell, Head of Widening Participation. Scholarships & Student Funding Services have contributed figures to the paper.

Further information
31. *Author*   *Presenter*
       Rebecca Gaukroger   Tracey Slaven
       Director, Student Recruitment   Deputy Secretary, Strategic
       & Admissions   Planning
       6 June 2019

Freedom of Information

32. Closed paper – policy under development.

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Director of Finance's Report

Description of paper

1. The paper provides an update on the University's Quarter Three full year forecast position for 2018/19 and the latest version of the University's Ten Year Forecast. A Special Focus Update on the tax implications of working internationally is also included, for noting.

Action requested/Recommendation

2. Court is invited to review and comment on the latest update.

Background and context

3. The paper provides an update on finance related issues for Court.

Paragraphs 4-13 have been removed as exempt from release due to FOI.

Resource Implications

14. There are no specific requests for resource in the paper.

Risk Management

15. The University manages its financial risk by not breaching the Group risk appetite as described in its financial metrics. A key metric is that our unrestricted surplus should be at least 2% of total income (the current Finance Strategy provides a target surplus range of 3% - 5% to remain sustainable).

16. The 2017/18 Financial Statements demonstrate that our overall surplus was lower than strategic target, though unrestricted funds target was met.

Equality & Diversity

17. Specific issues of equality and diversity are not relevant to this paper as the content focusses primarily on financial strategy and/or financial project considerations.

Next steps/implications

18. We would welcome feedback as outlined in the discussion above.

Consultation

19. The paper has been reviewed by Lee Hamill, Director of Finance.

Further information

20. *Author*   *Presenter*
Rachael Robertson   Lee Hamill
Deputy Director of Finance   Director of Finance

      Stuart Graham
      Head of FIRST (Financial Information,
      Reporting & Strategy Team)

Freedom of Information

21. Closed paper

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Peffermill Sports Village: Indoor and Outdoor Sports at Peffermill

Description of paper

1.   This paper provides detail of Indoor and Outdoor Sports at Peffermill, which is one component of the Peffermill Sports Village. Approval of funding is now required to allow the project to progress to completion

Action requested/Recommendations

2.   Court is invited to approve expenditure from University Resources;
   - to deliver a new sports pavilion with 12 court sports hall, outdoor hockey pitch, archery range, event car parking and associated landscaping;
   - to deliver a new 4 court indoor tennis centre subject to Sport and Exercise securing external funding from Transforming Scottish Indoor Tennis Fund (TSITF).

Paragraphs 3-25 have been removed as exempt from release due to FOI.

Risk Management

26. The risk of not investing in a new sport offering at Peffermill will result in the inability to consolidate the site and release land for the student accommodation component of the Peffermill Sports Village. Capacity and demand issues will also not be addressed which would prove detrimental to the student experience.

27. A project risk register has been established and is used as a live document to record identified risk and mitigate against throughout the lifecycle of the project.

Equality & Diversity

28. An Equality Impact Assessment will be developed by Sport and Exercise for the respective works.

Next steps/implications

29. Following approval by Court, Estates will progress with the design and tender documentation preparation in parallel with the planning permission process.

Consultation

30. Sport and Exercise, Accommodation, Catering and Events, Finance and Estates have all been party to the development of the Peffermill Sports Village Masterplan and the projects associated with the delivery of the Masterplan. EUSA have also been consulted on the emerging design proposals and Full Business Case for the project.

31. Statutory Public Consultation events for the Peffermill Sports Village were held on 24 and 25 April. Estates Committee approved the Full Business Case on 15 May 2019 and Policy & Resources Committee reviewed the funding request on 3 June 2019 and recommended it to Court for approval.

Further information

32. *Author*

Steven Poliri
Estates Development Manager
Helen Rose-Woods
Estates Development Manager
Jim Aitken
Director of Sport
22 May 2019

Presenter

Jonathan Seckl
Vice-Principal Planning, Resources &
Research Policy

Freedom of Information

33. This paper should remain closed until the tender exercises for the works identified in the paper are complete as disclosure would substantially prejudice the commercial interests of the University.

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Estates: Small Works Programme Budget Allocation

Description of paper

1. The revised Small Works process was approved at the Estates Committee in March 2019. This paper presents the analysis and proposals in relation to the budget for each College/Professional Service Group which Court is now asked to consider and approve.

Action requested/Recommendation

2. Court is invited to approve the Small Works Programme Budget allocation for 2019/20 in the amount of £16.5m broken down as follows:

College of Arts, Humanities and Social Sciences	£3m
College of Medicine and Veterinary Medicine	£1.5m
College of Science and Engineering	£3m
Corporate Services Group	£2m
Corporate Services Group (Accommodation, Catering and Events)	£3.5m
Corporate Services Group (Estates)	£1.5m
Information Services Group	£1m
University Secretary's Group	£1m
Total	**£16.5m**

3. Court is also invited to note that approval will be sought annually for future allocations.

Paragraphs 4-34 have been removed as exempt from release due to FOI.

Risk Management

35. Any delay in agreement on the amounts for each area may lead to delays in project delivery which could have some limited reputational risk.

Equality & Diversity

36. An Equality impact assessment is not required for this paper.

Next steps/implications

37. On approval by Court of the amounts proposed in this paper, the new Small Works process will begin with a first round of projects agreed with each area through June/July 2019.

Consultation

38. There has been consultation between senior colleagues in Estates, Finance and the Colleges and Professional Services Groups in order to finalise the revised Small Works programme allocations. Estates Committee considered the paper on 15 May 2019 and Policy & Resources Committee on 3 June 2019 and both agreed to recommend approval of funding by Court.

Further information

39. <u>*Author*</u>   <u>*Presenter*</u>

    Gary Jebb   Jonathan Seckl
    Director of Estates   Vice-Principal Planning, Resources &
    Tommy Angus   Research Policy
    Head of Minor Works
    Rachel Ducker
    Project Management Office Analyst
    22 May 2019

Freedom of Information

40. This paper is closed as disclosure would substantially prejudice the commercial interests of the University.

THE UNIVERSITY *of* EDINBURGH

UNIVERSITY COURT

17 June 2019

Nominations Committee Report

Committee Name
1. Nominations Committee.

Date of Meeting
2. 3 June 2019.

Action Required
3. On the recommendation of Nominations Committee, Court is invited to approve the following appointments and the proposed role of the new Senior Lay Member position, both set out in the Key Points section below.

Key points
Court and Committee Membership
Standing Committees
4. The Committee considered vacancies expected to arise in Standing Committees and agreed to recommend to Court the following appointments and reappointments for approval:

Audit & Risk Committee
*   Caroline Gardner to be appointed for a three year term of office to 31 July 2022
*   Sarah Wolffe to be appointed for a three year term of office to 31 July 2022

Nominations Committee
*   Alexander Tudhope to be reappointed for a one year term of office to 31 July 2020
*   Alan Johnston to be appointed for a two year term of office to 31 July 2021

Policy & Resources Committee
*   David Law to be appointed for a three year term of office to 31 July 2022
*   Jock Millican to be appointed for a three year term of office to 31 July 2022

Remuneration Committee
No vacancies are expected to arise in the next academic year but with the majority of the membership expected to demit office in the following year, it is recommended that Caroline Gardner shadow Remuneration Committee, attending meetings and participating in discussions but not decision-making, in 2019/20 in anticipation of joining Remuneration Committee in 2020/21.

Other positions
5. The Committee agreed to recommend to Court approval for the following appointments and reappointments to other positions:

<u>Intermediary Court member</u>
- Doreen Davidson to be appointed as the intermediary member for a two year term of office to 31 July 2021

<u>Staff Benefits Scheme Trustees</u>
- Richard Davidson to be reappointed as a Trustee of the Staff Benefits Scheme for a three year term of office to 31 July 2022

<u>Development Trust Board</u>
- Perdita Fraser to be appointed to the position reserved for a lay member of Court for a one year term of office to 31 July 2020
- For the position reserved for a Vice-Principal to be nominated by the Principal and approved by Court, the Principal recommends to Court that Colm Harmon, incoming Vice-Principal Students, be appointed.

Governance Act: Role of the Senior Lay Member
6. Proposals for the new role of Senior Lay Member were considered. Given the scale and complexity of the University of Edinburgh, it was agreed in the interests of good governance to recommend to Court that a tripartite structure be established (with no change in the previously agreed role of the Rector). The Senior Lay Member would hold overall responsibility for governance supported by two Committee Conveners with separate and complementary roles: the Convener of Policy & Resources Committee, providing detailed scrutiny of major new proposals and strategies and the Convener of Audit & Risk Committee, ensuring oversight and assurance of current activity. The committee memberships would be as follows:

Committee	Senior Lay Member	Lay Member 1	Lay Member 2
Court	**'Chair'**	Member	Member
Exception	**Convener**	Member	Member
Policy & Resources		**Convener**	
Audit & Risk			**Convener**
Nominations	Member	**Convener**	Member
Remuneration	Member	Member	**Convener**

7. The Senior Lay Member role would encompass:
- Responsibility for leadership and effectiveness of Court (as per the Act)
- Responsibility for ensuring that there is an appropriate balance of authority between the governing body and the Principal (as per the Act)
- Presides at Court meetings if the Rector is absent (as per the Act)
- Member of Committee of Scottish Chairs and UK Committee of University Chairs (in line with the spirit of the Act)
- Membership of Remuneration Committee (requirement of the Governance Code that membership of Remuneration Committee includes 'the Chair of the governing body')
- Convener of Exception Committee – as 'Chair' it is appropriate the Senior Lay Member convenes the body with delegated authority between meetings of Court
- Membership of Nominations Committee (a key governance committee)

8. The roles for Lay Member 1 and Lay Member 2 would be as follows:

Lay Member 1
- Appointed by Court through an open and transparent process on the recommendation of Nominations Committee
- Convener of Policy & Resources Committee, ensuring detailed scrutiny of major new proposals and strategies
- Convener of Nominations Committee, which has a key governance role
- Member of Exception Committee and Remuneration Committee
- Acts on behalf of Court to formally approve objectives and perform appraisal of the Principal for reporting to Remuneration Committee
- Designated substitute for the Senior Lay Member should there be a vacancy in the position or if the Senior Lay Member is unable to fulfil their responsibilities for any reason.

Lay Member 2
- Appointed by Court through an open and transparent process on the recommendation of Nominations Committee
- Convener of Audit & Risk Committee, ensuring oversight of the control environment
- Convener of Remuneration Committee
- Member of Exception Committee and Nominations Committee
- Leads the annual review of Court's effectiveness, as part of the Audit & Risk oversight function.

9. The proposed role of the Senior Lay Member is also set out within Appendix 1, an updated version of the current 'Roles of the Rector and Vice-Convener' document. This would fulfil the Governance Code requirement that universities with Rectors must agree and publish a protocol for the division of responsibilities between the Rector and Senior Lay Member.

Equality & Diversity
10. Issues related to equality and diversity were considered within each recruitment process as appropriate.

Further information
11. *Author*   *Presenter*
      Lewis Allan   Anne Richards
      Head of Court Services   Convener, Nominations Committee

Freedom of Information
12. Open paper.

THE ROLES OF THE RECTOR AND ~~VICE-CONVENER OF COURT~~ **SENIOR LAY MEMBER**

The primary formal role ascribed to the Rector by the legislation under which the University operates (principally the Universities (Scotland) Acts 1858 - 1966) is to preside at meetings of the University's governing body, the University Court.

The role of the ~~Vice-Convener of Court~~Senior Lay Member is similar to that of Chair of institution in many other Universities in that the ~~Vice-Convener~~Senior Lay Member is responsible for the leadership of the University Court and will preside at Court meetings in the absence of the Rector.

The Rector

In addition to presiding at meetings of the Court the Rector also presides at meetings of the General Council in the absence of the Chancellor.

The Rector will normally preside over the five meetings of Court held each academic year and in addition attend two half day seminars in each year: one in September and the other in March, to allow in depth debate and discussion on strategic issues.

The Rector can also expect to be called upon to attend other meetings and University events and often undertakes an ambassadorial role at official ceremonies including graduations.

In recent times, Rectors have often seen their role as a point of contact for the University community, seeking to assist with difficulties or issues where they arise. It is anticipated that the Rector will have a good understanding of issues important to students and will often work closely with the student body, Edinburgh University Students Association (EUSA).

The Rector is elected by the staff and students of the University and cannot, due to the Ordinance that governs the election of the Rector, be a matriculated student or a member of staff at the time of the election. The Rector's term of office is for three years.

The ~~Vice-Convener~~**Senior Lay Member**

The Senior Lay Member's ~~Vice-Convener's~~ role is similar to that of Chair of institution and is responsible for the overall leadership of Court and must ensure that Court conducts its business in an effective and efficient manner with due consideration of the appropriate legal and compliance issues.

The ~~Vice-Convener~~Senior Lay Member should ensure that members of Court work well together and that members conduct themselves in accordance with accepted standards of behaviour in public life.

The ~~Vice-Convener~~Senior Lay Member acts as a critical friend to the University, the Principal and members of the senior team.

Through leadership of the Court the ~~Vice-Convener~~Senior Lay Member plays a key role in the business of the University but should not be drawn into the core day to day management which is the responsibility of the Principal and the senior management team.

The ~~Vice-Convener~~Senior Lay Member also has the responsibility, along with the Principal and others, to ensure that the institution is well connected and represented with its partners, stakeholders and other external bodies. This includes the Committee of University Chairs, Committee of Scottish Chairs and the Scottish Funding Council.

In addition to attendance at Court the ~~Vice-Convener~~Senior Lay Member will be the ex officio Convener of Exception Committee, a committee with delegated authority to make decisions which would otherwise require Court approval between meetings of Court. ~~Standing Court Committees principally Policy and Resources Committee and Nominations Committee.~~ The Senior Lay Member ~~Vice-Convener~~ will also contribute to the governance of the University in other significant areas such as membership of the Nominations Committee and the Remuneration Committee. There is also an expectation that the ~~Vice-Convener~~ Senior Lay Member will participate in University ceremonial events such as graduations.

~~The Vice-Convener is responsible for the appraisal of the performance of the Principal, in accordance with approved arrangements.~~

The commitment associated with the role of ~~Vice-Convener~~Senior Lay Member is a combination of time taken to undertake the formal tasks, such as attendance at Court and Committees, and the informal support and contact which are critical to the effective discharge of the responsibilities of the position.

The ~~Vice-Convener~~Senior Lay Member is elected ~~appointed~~ following an open recruitment and interview process for an initial period of 3 years which is renewable for a further period of 3 years subject to satisfactory performance.

Approved ~~4 November 2013~~ 17 June 2019

UNIVERSITY COURT

17 June 2019

Audit & Risk Committee Report

Committee Name
1. Audit & Risk Committee.

Date of Meeting
2. 23 May 2019.

Action Required
3. Court is invited to note the key points from the meeting and approve:
   - Annual Risk Report and Strategic Risk Register;
   - Internal Audit Plan 2019-20;
   - External Audit Annual Plan and Fee for 2018-19 audit.

Paragraphs 4-9 have been removed as exempt from release due to FOI.

Full minute
10. All the papers considered at the meeting and in due course the Minute can be accessed on the Court wiki:
https://www.wiki.ed.ac.uk/display/UCC/Audit+and+Risk+Committee

Equality & Diversity
11. There are no specific equality and diversity issues associated with this report.

Further information
12. *Author*   *Presenter*
    Kirstie Graham   Alan Johnston
    Court Services   Convener, Audit and Risk Committee

Freedom of Information
13. Closed paper.

THE UNIVERSITY *of* EDINBURGH

UNIVERSITY COURT

17 June 2019

Proposed Dissolution of the Committee on University Benefactors

Description of paper
1. The University of Edinburgh wishes to continue to recognise individuals and organisations who have supported it through significant levels of philanthropy by bestowing the distinction of "University Benefactor". This paper sets out a recommendation for a simplified process, that maintains the quality of nominees for this honour and ensures the required level of due diligence is completed at all times.

Action requested/Recommendation
2. Court is invited to consider and approve the streamlining of the process for bestowing the distinction of Benefactor.

Background and context
3. The Committee on University Benefactors is currently appointed by Court and consists of seven members:
- the Principal (Committee Convener);
- four Court members including a General Council Assessor and a staff member of Court;
- the Vice-Principal for Philanthropy & Advancement; and,
- the University Secretary.

4. The current eligibility criteria are as follows:
"The distinction is aimed at individuals and companies or partnerships and in the case of companies or partnerships the privileges associated with this distinction shall be limited to appropriate representatives of the company/partnership such as the Chief Executive, Chairperson or Senior Partner. The recipients of this distinction shall still be eligible for consideration of an Honorary Degree and equally a recipient of an Honorary Degree will be eligible to be nominated for this distinction.

The contribution may be in the form of a significant financial or other donation to the University such as a library or a collection of manuscripts or paintings or take the form of a long standing personal commitment to the University involving for example fundraising activities or general support to the University. Only in exceptional circumstances will consideration be given to a nominee who has made a pledge to the University that they have yet to honour.

The Committee on University Benefactors on behalf of the Court shall consider the merit of the contribution of each nominee. No application from an individual or company / partnership etc. desirous of receiving the distinction of University Benefactor shall be considered."

Paragraphs 5-10 have been removed as exempt from release due to FOI.

Resource implications

13. There are no significant resource implications associated with the paper.

Risk Management

14. There are no significant risk implications arising from this paper. Any reputational risk associated with the receipt of large donations is already fully covered through established EFAG processes.

Equality & Diversity

15. The recommended widening of scope for benefactor status to include posthumous awards would be very likely to improve the gender balance among individuals within the group of Benefactors.

Next steps/implications

16. If approved, the proposals will be implemented with immediate effect.

Consultation

17. The paper has been reviewed by the Principal and the Committee on University Benefactors.

Further information

18. *Author*
    Chris Cox
    Vice-Principal Philanthropy and Advancement
    Executive Director of Development & Alumni

Freedom of Information

19. Closed paper.

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Knowledge Strategy Committee Report

Committee Name
1. Knowledge Strategy Committee.

Date of Meeting
2. 24 May 2019

Action Required
3. Court is invited to note the key items discussed at the meeting as detailed below and to approve minor revisions to the University Computing Regulations (included in Appendix 1).

Key points

Core Systems Programme Update and Presentation
4. The Deputy Chief Information Officer provided an update on the programme to replace HR, Finance, Payroll and Procurement systems. The supplier contract was signed in April, with a due diligence period using subject matter experts across the University concluded. The following points were discussed:
- The importance of wider staff communications as part of the preparatory work prior to implementation, to reach regular users in addition to specialist staff;
- Presenting an implementation timeline similar to the procurement timeline to aid the Committee in monitoring progress and to include other key milestones (e.g. Research Excellence Framework 2021 deadlines) that may impact on timings; and,
- Staff involved were congratulated on a successful procurement process.

Near Future Teaching Outcomes Presentation
5. Findings from the Near Future Teaching Outcomes project were presented, a project intended to co-design a values-based future for digital education at the University. Themes that had emerged included concerns over 'too much tech' that may be added on to traditional courses rather than fundamentally re-thinking course design in a digital world and whether digital provision may increase any distance on-campus students may feel. Instead, digital education should place the University community at its heart, with the student and staff experience central to all educational technology development, decision-making and procurement.

6. The Committee discussed incorporating findings within the distance learning at scale pilots and wider dissemination through the Institute for Academic Development staff development courses and the Edinburgh Learning Design Roadmap (ELDeR) process. The boundary challenging element of the outcomes – that digital education should be lifelong, open and transdisciplinary was welcomed, with a vision that all course content is open to all enrolled students. Future updates to the Committee were requested.

Plan S Update

7. An update on the initiative from predominantly European funding agencies to accelerate the transition to full and immediate open access to research publications was reviewed. Initial indications of revised guidance to be published by the funding agencies shortly is positive, with the likelihood that changes made will incorporate feedback from universities to extend the implementation period to 2021 and a number of technical compliance improvements. The Research Policy Group and College-level committees will continue to monitor developments closely, with Knowledge Strategy Committee to receive regular updates. Members discussed the importance of open access for research not funded by external awards, predominantly in the arts, humanities and social sciences, with Library Committee exploring open access monograph provisions, and links with open access requirements for the Research Excellence Framework 2021.

Network Project Update

8. The Director of IT Infrastructure provided an update on the project to upgrade the University's IT network. The contract award has been made following an 18 month competitive dialogue process and will enable significant improvements in speed reliability, security and can enable student and staff experience projects that could include location-based notifications, in-building wayfinding and asset tracking. Communicating the student and staff benefits were discussed, as well as re-profiling the budget to match the competitive contract price achieved and the two year timescale to completion.

Information Security Update

9. The Chief Information Security Officer presented a regular update on current and planned work being undertaken to address the information security threat facing the University. The Committee discussed the intention to deploy a password manager system for student and staff use, with a five year trial for users expected. This was agreed as a sensible strategy.

General Data Protection Regulation (GDPR): Implementation Overview

10. An overview of the implementation of GDPR at the University one year after introduction was considered. Improving the proportion of staff who have completed the mandatory data protection training from the current level of 55-60% was discussed, acknowledging the likely undercount of the proportion completed given student ambassadorial staff and other temporary or visiting staff. Introducing refresher training for permanent staff was encouraged as appropriate.

Main Library Masterplan

11. An update on the Main Library Masterplan, a project to greatly increase the number of study spaces along with other improvements, was reviewed. Planning requirements are in development and are subject to consultation with Historic Scotland, with a target date for completion of Autumn 2028. A range of smaller improvements are planned in the interim, including converting existing space for use as student study space. It was agreed that the planned short-term and longer-term improvements should be communicated to students in consultation with EUSA.

Revisions to University Computing Regulations
12. Proposed minor revisions to the University Computing Regulations (included in Appendix 1) were recommended to Court for approval.

Other items
13. The intention to launch a fundraising campaign to purchase the correspondence of noted Scottish geologist Sir Charles Lyell was welcomed.

14. A review of the Lynda.com service for developing digital skills online in the three years since launch was considered. The intention to continue to procure an online digital skills development service within the existing Information Services Group budget envelope was welcomed.

Full minute
15. All papers considered at the meeting and in due course the Minute can be accessed at the following link:
https://www.wiki.ed.ac.uk/display/UCC/Knowledge+Strategy+Committee

Equality & Diversity
16. Issues related to equality and diversity were considered within each paper as appropriate.

Further information
17. *Author*   *Presenter*
    Lewis Allan   Doreen Davidson
    Head of Court Services   Convener, Knowledge Strategy Committee

Freedom of Information
18. Open paper.

University Computing Regulations

The University of Edinburgh has adopted a set of Regulations to cover the use of all its computing and network facilities by staff, students and any other persons authorised to use them.

Regulations covering the use of Computing Facilities

~~22nd~~23rd Edition August ~~2017~~2019
~~(Republished August 2018)~~

Introduction and Definitions

These Regulations cover the use of all computing facilities administered on behalf of the University of Edinburgh (hereafter UoE). They will be reviewed periodically and amended as required. Amended Regulations will be published as a new edition; where no amendments are required, the current edition will be republished. The Regulations will be (re)published in August of each year.

As well as these Regulations, users must abide by other policies and/or codes as relevant, including but not limited to internal UoE codes such as:

- the Code of Student Conduct;
- the relevant staff disciplinary policy;
- the University Data Protection Policy;
- the Dignity and Respect Policy, Trans Equality Policy and any related documents;
- the policy on taking sensitive information and personal data outside the secure computing environment;
- the Information Security Policy;
- the Bring your own device policy: Use of Personally Owned Devices for University Work.
- the Protocol for Access to Data from the Corporate Student Record System

And external codes such as:

- the Acceptable Use Policy of the Joint Academic Network (JANET) available on the Web at http://www.ja.net/documents/publications/policy/aup.pdf (PDF);
- ~~the Computing Regulations~~any terms of use or similar codes imposed by remote sites, where their computing facilities are accessed or used by UoE users; and
- any terms of use of similar codes imposed by any third party website or services accessed using UoE computing facilities.

It is not the intention of UoE that these Regulations should be used to unreasonably limit recognised academic freedoms.

In these Regulations

"cComputing facilities" includes central [computing] services as provided by UoE Information Services Group and any [computing] service operated by or on behalf of UoE; UoE School or College or Professional Services; computers, IT hardware and services; personally owned computers and peripherals, and remote networks and services, when accessed from or via UoE computing facilities; and all programmable equipment; any associated software and data, including data created by persons other than users, and the networking elements which link computing facilities.

"users" include UoE staff, UoE students, and any other person authorised to use computing facilities

"files" include data and software accessed via the computing facilities (but do not include manual files).

Regulations

1. **Status of Regulations**

   Breach of these Regulations by UoE staff or students is a disciplinary offence and may be dealt with under the appropriate disciplinary code or procedures. Where an offence has occurred, or is suspected to have occurred under UK or Scots law, the relevant user it may also be reported to the police or other appropriate authority. The rules applicable to UoE's investigating of breaches or suspected breaches are in Regulation 6 below.

2. **Private and inappropriate use of computing facilities**

   Computing facilities are provided solely for use by staff in accordance with their normal duties of employment, and by students in connection with their university education. All other use, by any users is private. Private use is allowed, as a privilege and not a right, but if abused will be treated as a breach of these Regulations. Users should also note that, in the event of a breach of these Regulations, their personal information may be deleted by UoE in accordance with Regulation 6. Any use which does not breach any other Regulation herein, but nonetheless brings the University into disrepute, or breaches any other internal or external policies and/or codes with which a user is bound to comply from time to time, may also be treated as a breach of these Regulations.

3. **Damage of computing facilities**

   No person shall, unless appropriately authorised, take any action which damages, restricts, or undermines the performance, usability or accessibility of computing facilities; "taking action" may include deliberate omission or neglect, where action might reasonably have been expected as part of a user's duties.

4. **Compliance with UK civil and criminal law**

   Users must comply with the provisions of all current applicable UK or Scots law, including but not restricted to:

   a. intellectual property law, including laws concerning copyright, trademarks, and patents;
   b. the Computer Misuse Act 1990, and associated instruments;
   c. data protection laws; including the Data Protection Act (2018) and GDPR;
   d. Freedom of Information laws;
   d.e. the interception and monitoring laws under the Regulation of Investigatory Powers Act 2000 (RIPA 2000); and
   e.f. the Terrorism Act 2000, the Terrorism Act 2006 and the Counter-Terrorism and Security Act (2015)

   Under the Lawful Business Regulations (LBR), the UoE draws to the attention of all users the fact that their communications may be intercepted where lawful under RIPA 2000. The full University notice can be found at URL http://www.ed.ac.uk/schools-departments/information-services/about/policies-and-regulations/statutory-notices

   The UoE also draws to the attention of all users the University's statutory obligation under the Counter-Terrorism and Security Act (2015) and under the Prevent Duty to have due regard to the need to prevent people being drawn into terrorism. The full University notice can be found at URL http://www.ed.ac.uk/schools-departments/information-services/about/policies-and-regulations/statutory-notices

   The Terrorism Act (2000) defines terrorism in section 1 of the Act, see http://www.legislation.gov.uk/ukpga/2000/11/section/1.

   Users must also comply with the terms of any licence agreement or terms and conditions between the UoE and a third party which governs the use of hardware, software or access to data when such use or access is facilitated by the computing facilities.

   If users are accessing a service via UoE computing facilities that is hosted in a foreign jurisdiction, they may also be subject to local laws which apply to that service. In these case, particular care should be taken to comply with any relevant terms applicable to that service.

5. **Security, confidentiality and passwords**

   Users must take all reasonable care to maintain the security of computing facilities and information to which they have been given approved access. In particular, users must not transfer or share their passwords, IT credentials or rights to access or use computing facilities, with anyone else. The confidentiality, integrity and security of all personally identifying data held, or processed on UoE systems must be respected, even where users have been

authorised to access it. Users must not attempt to obtain or use anyone else's credentials.

Users must ensure that portable devices used to access University UoE information are protected by encryption, whether the device was purchased by the University, is personally owned or belongs to a third party.[1]

Guidance on how to encrypt portable devices can be found at http://www.ed.ac.uk/infosec/how-to-protect/encrypting

Prior to terminating their relationship with the UoE, users must make appropriate arrangements for the secure return of all UoE computer equipment and for the secure destruction of UoE data in their possession, unless alternative arrangements are agreed beforehand with their line manager and approved by Head of School/Support Unit

Users must ensure the secure destruction of all UoE data prior to disposing of computer equipment, including personally owned devices. These requirements also apply if any equipment is being sent for repair or upgrade as these actions could allow unauthorised third parties to have access to UoE information. If users are unsure of how to undertake this requirement, they must contact their IT support team for advice prior to disposal or repair of the computer equipment.

Passwords used to access UoE systems or data must not be used to access external services such as Facebook, personal emails etc. Additionally, where possible, the same limitation should apply to usernames used in the UoE, whether centrally generated or created by individual users.

6. **Investigation of breaches**

If the UoE suspects any breach or potential breach of the Regulations by any user,, it shall have full and unrestricted power to access all relevant computing facilities and files (including mobile devices and privately owned devices used to access UoE services, including UoE email) and to take all steps which it may deem reasonable to remove or prevent distribution of any UoE material. It may also require that any encrypted data is made available in human-readable form. UoE may also immediately suspend a user's access to computing facilities and, where appropriate, examine such user's mobile device(s) for UoE material and remove any such material pending an investigation by an Authorised Officer or nominee of the UniversityUoE as defined in the relevant Discipline Code where the user is a UoE staff member or student. Although we do not intend to wipe other data that is personal in nature (such as photographs or personal files or e-mails), it may not be possible to distinguish all such information from UoE material in all circumstances. In particular, where a user's personal data is contained

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[1] Please note that iPhones and iPads are automatically encrypted if you set a password. Android has an easy option in settings to encrypt the device.

alongside UoE data (for example, if a personal email is sent or received using UoE's email system), it will not be possible to distinguish this from UoE data and such personal data may be wiped. For this reason, you are encouraged not to use UoE email for personal purposes and, if you do, to mark any personal emails "personal" in the subject header. Users who use mobile devices for ~~University~~ UoE related activity should also regularly backup any personal data contained on their device(s).

7. **Liability**

By using the computing facilities each user agrees that the UoE shall (to the maximum extent permitted by law) have no liability for:

a. loss or corruption of any files or data contained therein;
b. loss or damage (~~excluding any liability for personal injury or death~~including any special, indirect or consequential loss) to users or to third parties, or their equipment, operating systems or other assets~~; or~~.
c. ~~special, indirect or consequential loss or damage resulting from the use of UoE computing facilities or any withdrawal of the use of said facilities at any time by UoE.~~

Each user agrees that UoE has the right to take legal action against individuals who cause it to suffer loss or damage ~~,~~ (including damage to its reputation)~~, or be involved in legal proceedings~~ as a result of ~~their~~ that user's breach of these Regulations, and to seek reimbursement of such loss, and/or any associated costs (including the costs of legal proceedings) arising from such a breach.

If you require this document in an alternative format, please contact Claire Maguire on 0131 650 4976 or email Claire.Maguire@ed.ac.uk

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UNIVERSITY COURT

17 June 2019

Policy & Resources Committee Report

Committee Name

1. Policy & Resources Committee.

Date of Meeting

2. 3 June 2019

Action Required

3.   Court is invited to note the key items discussed at the meeting as detailed below.

Paragraphs 4-11 have been removed as exempt from release due to FOI.

Full minute

12. All papers considered at the meeting and in due course the Minute can be accessed on the wiki site at the following link:
https://www.wiki.ed.ac.uk/display/UCC/Policy+and+Resources+Committee

Equality & Diversity

13. Issues related to equality and diversity were considered within each paper as appropriate.

Further information

14. *Author*   *Presenter*
     Lewis Allan   Anne Richards
     Head of Court Services   Convener, Policy & Resources Committee

Freedom of Information

15. Closed paper.

THE UNIVERSITY *of* EDINBURGH

UNIVERSITY COURT

17 June 2019

Court USS Sub-Group Report

Committee Name
1. Court Universities Superannuation Scheme (USS) Sub-Group

Date of Meeting
2. 22 May 2019

Action Required
3. Court is invited to note the key items discussed at the meeting as detailed below.

Key points
2018 Actuarial Valuation – Options Consultation
4. The Principal provided an update on initial sector discussion on the three options presented by the USS Trustee for concluding the 2018 USS valuation. Clear support from the sector for option 3 was noted – a new option consisting of contributions of 30.7% payable until a 2020 valuation and a default rate of 34.7% should members and employers fail to reach an agreement on concluding the 2020 valuation – although some concerns on the proposed debt monitoring process had been raised.

5. In discussion, the Sub-Group agreed that the University's response should:
   - in relation to the three options, express support for Option 3 – including the introduction of a debt monitoring process for the duration of the current proposed option; and,
   - state that the options proposed do not represent an affordable and sustainable long-term solution for members or employers and that the further phase of work planned by the Joint Expert Panel to include benefits design and options for members, is strongly supported by the University. Risk assumptions in any options should be presented as part of this work.

6. The full response is published on the University website at:
https://www.ed.ac.uk/finance/pensions/pensions-news/uss

UK Committee of University Chairs (CUC) – Pensions Update
7. A draft CUC positioning statement on pension arrangements was considered along with initial comments from the Vice-Convener of Court. The respective responsibilities of university governing bodies and senior management teams for employee pension arrangements was discussed. It was noted that Court is the legal employer of University of Edinburgh staff and delegates most staffing arrangements, including pensions, to senior management, providing governance oversight and assurance at Board level. It was agreed that the discussion gave sufficient steer for the University Secretary to work up a draft response for the Vice-Convener to consider.

Equality & Diversity
8. Issues related to equality and diversity were considered within each paper as appropriate.

Further information
9. *Author*   *Presenter*
    Lewis Allan   Alan Johnston
    Head of Court Services   Convener, Court USS Sub-Group

Freedom of Information
10. Open paper.

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Senatus Academicus Report

Committee Name
1. Senatus Academicus ('Senate').

Date of Meeting
2. Meeting of e-Senate from 7 to 15 May and meeting of Senate on 29 May 2019.

Action Required
3. To note the key points from the Senate meetings.

Key Points
e-Senate, 7-15 May 2019
Draft Resolutions
4. No observations were received on the Draft Resolutions Numbers 7/2019 to 66/2019.

Senate, 29 May 2019
President's Communications
5. The Principal noted that it was Senior Vice-Principal Professor Charlie Jeffery's final meeting of Senate. He thanked Professor Jeffery for his significant contribution to the work of Senate and the University as a whole over a number of years, and wished him well in his future role as Vice-Chancellor of the University of York.

6. Attendees noted that whilst two members of the Principal's Senior Team – Professor Jeffery and Professor Norman – were moving on, the University would be welcoming Professor Colm Harmon from the University of Sydney to the role of Vice-Principal Students in October 2019. Professor Harmon would take on the learning and teaching-related aspects of Professor Jeffery's current role. Discussions were ongoing about who would take responsibility for the equality and diversity and sustainability aspects of Professor Jeffery's and Professor Norman's roles in the future, but the University remained committed to providing strong leadership in these areas.

7. The Principal also thanked the outgoing Edinburgh University Students' Assocation Sabbatical Officers, and welcomed the new post-holders who were present at the meeting. Ms Theresa Sheppard, outgoing Clerk to Senate, was thanked for her contribution to the work of Senate.

8. The Principal also highlighted the following in his communications:
    *   University Strategic Plan – attendees were advised that that University was at an advanced stage of a redrafting process. The revised Strategic Plan was based on values and high-level priorities, and it was hoped that it would be a fresh and informative document.

- Brexit – the Principal informed attendees that he would be attending a Scottish Government forum on this issue the following day. It was noted that the University was actively planning for all scenarios.
- Augar Review – the report of this review into the funding of post-18 education in England would be published imminently. Once published, the University would assess the implications for Scottish institutions of the report. The University was again modelling and scenario-planning for all eventualities.

Presentation and Discussion: Widening Participation

9. The purpose of the session was to consider the University's Widening Participation Strategy, and ways in which colleagues from across the institution were implementing this.

Introduction and Overview
Professor Charlie Jeffery, Senior Vice-Principal, and Ms Laura Cattell, Head of Widening Participation

10. Professor Jeffery stated that the University has a moral responsibility to widen participation: while innate ability is evenly distributed across demographic groups, different demographic groups are not evenly represented within the University's student population. Secondary school attendance continues to play a key role in determining whether or not a student enters higher education. For those entering higher education, non-continuation rates are higher for students from Scottish Index of Multiple Deprivation (SIMD20) postcodes, and for those over the age of 21 on entry.

11. The Scottish Government set ambitious widening participation targets for the University, and the University is now performing well against these: it has met its SIMD20 target 3 years early as a result of a number of initiatives including building on existing outreach, introducing a part-time Access course to the College of Arts, Humanities and Social Sciences (CAHSS), adopting innovative approaches to working in communities, and reviewing articulation and other access routes.

12. Ms Cattell noted that the development of the new Widening Participation Strategy had been a collective endeavour involving colleagues from across the University. The Strategy was launched in October 2018 and adopted a whole student lifecycle approach by considering:
- Aspiration and Early Engagement
- Support to Get In
- Support to Succeed and
- Support to Progress

13. A University-wide approach would also be required if the Strategy was to be properly embedded. Priorities going forward would include:
- Ensuring that widening participation considerations were included in the remits for the University's Student Support and Thematic Reviews
- Working with colleagues to ensure that a seamless support system exists across the student journey
- Enhancing and making more accessible to Schools data about students who have entered through widening participation routes

- Working with the Institute for Academic Development (IAD) to develop online toolkits and examples of best practice to support the implementation of the Strategy.

Aspiration and Early Engagement and Support to Get In – View from a School
Professor Iain Gordon – School of Mathematics
14. Professor Gordon noted that only 4 members of academic staff within the School of Mathematics were Scottish. The School was involved in a range of initiatives that aimed to widen participation, and used 'reach' (range and significance) as a measure of success. School-led activities included:
- Maths Circles
- Work in schools
- Scholarship schemes
- The introduction of a Level 7 mathematics course
- Development of a Graduate Apprenticeship with the School of Informatics
- Work with other Scottish universities to expand reach

Support to Get In and Support to Succeed
Mr Andy Shanks, Director of Student Wellbeing
15. Mr Shanks advised attendees about the 'Edinburgh Cares' initiative, which supports students who are care-experienced, student carers and students who are estranged from their parents. The University now has in place a whole system approach to supporting these students, and aims to provide accessible, responsive and flexible support. At present, this includes outreach and partnership working; providing support during the application process, during transitions, whilst on-programme, and for careers and employability; and offering help with finance, accommodation, and mental health and wellbeing. Future developments will include:
- Increasing staff awareness of and confidence in dealing with the relevant issues
- Improving communications and accessibility of information
- Working in partnership by contributing to 'Hub for SUCCESS'
- Developing a student carer policy and associated guidance
- Undertaking benchmarking and seeking to apply for a Kitemark
- Ongoing collaboration with staff and students to bring about continuous improvement

Ms Diva Mukherji and Ms Sarah Purves, Edinburgh University Students' Association
16. Ms Mukherji and Ms Purves presented on the 'Participation Grant', which is co-ordinated by the Students' Assocation, but is a partnership with a number of other areas. The Grant aims to break down financial barriers to getting involved in extracurricular activities whilst at University and £25,000 of funding was made available to eligible students in 2018/19. Evaluation of the Grant suggested that it was operating successfully, with many students in receipt of funding noting that it had impacted positively on their University experience. Areas for further development included:
- Ensuring that the processes for awarding funding reflected the fact that some activities are more expensive than others
- Reviewing the eligibility criteria for the Grant, recognising that the current funding model may be too simplistic

Support to Progress
Ms Susan Bird, Careers Consultant and Ms Paula McGregor, 2018 Geography Graduate

17. Ms Bird advised attendees that many of the University's widening participation students transition very effectively into careers. However, they often face more barriers than those who do not enter University through widening participation routes. The University Careers Services supports widening participation students in a variety of ways including:

- Development and delivery of the 'Insights' programme, which offers students the opportunity to connect with alumni
- Providing support for transitions, including contributing to 'Moving on' and the 'Access Programme'
- Encouraging students to recognise their wider achievement and employability through the 'Edinburgh Award'
- Providing access to on-campus employment opportunities

18. Ms McGregor noted that she had attended a poorly-performing school and that no-one else in her family had attended university. However, she had secured a place to study Geography at Edinburgh in 2014 and had graduated with a 2:1 in 2018. Ms McGregor was now working for Ecometrica on their Space Programme.

19. Ms McGregor advised Senate that the Lothian Equal Access Programme for Schools (LEAPS), particularly attendance of a Summer School, had played a key role in her success. Taking advantage of part-time employment opportunities whilst at University had also been beneficial, and the Careers Service had provided excellent guidance on CV building, communication skills, interview technique and completing graduate scheme applications.

Discussion
20. The following points and questions were raised during the discussion section of the meeting:

- The high value of the work being undertaken by the School of Mathematics, particularly their newly-introduced Level 7 course and pre-arrival, online resources, was recognised.
- It was noted that school pupils often lack aspiration and confidence, not ability.
- There would be benefit in the University giving further consideration to its local staff demographics in addition to its student demographics.
- Attendees were advised that new models were being developed and piloted for LEAPS, including redesigning the summer school.
- It was noted that a University group had recently been established to consider access for asylum seekers and refugee students. More information was available from the Head of Widening Participation.
- The value of thinking beyond Scottish, undergraduate recruitment when considering widening participation was recognised. Attendees agreed that international, rest of the UK and postgraduate recruitment also required attention. Expanding the University's online offer and offering more scholarships were likely to beneficial in this respect.

- Attendees were advised that there was some funding attached to the implementation of the Widening Participation Strategy. This was currently being used to fund areas of commonality and activity that would benefit the widest groups of people.
- The benefit to those with part-time work or caring responsibilities of offering flexibility in core courses, and particularly in assessment was recognised. The Senior Vice-Principal noted that many of the University's students would value having greater flexibility, and suggested that the University may wish to give this matter further consideration.
- Cost, and lack of availability of funded university places, was viewed as being a major barrier to widening participation.

External Review of Senate and its Committees

21. Professor Charlie Jeffery advised members that the University was required periodically to conduct an externally-facilitated review of Senate, and that the paper provided a report of the review conducted in 2018/19. Key points emerging from the review related to:
- The future role of Senate and its committees
- The relationship between the academic governance structures of Senate and its committees and the Executive and Court governance structures
- The role of Senate in the University's research activity
- Governance of broader student experience matters

22. The report included 16 recommendations for consultation, and discussion of these would inform the University's formal response to the external review.

23. The following points were raised by Senate members:
- Senate has a vital role to play as the University's supreme academic body, and steps therefore need to be taken to ensure that it operates as effectively as it can.
- The role of the Senate is currently being debated in many institutions. It was hoped that Edinburgh's decision to move from a Senate of around 800 members to a body of 300 members in response to the Higher Education Governance (Scotland) Act 2016 would improve Senate's operation.
- An increase in the proportion of elected members of Senate may mean that members are more motivated to ensure that it is an effective and influential body.
- Senate should have a role in research activity in a research-intensive University.
- Engagement with Senate may be greater if more key issues were debated and decisions taken. A clearer agenda-setting and decision-making cycle may also be beneficial in this respect.
- The importance of the non-professorial voice on Senate was highlighted.
- There may be benefit in strengthening the dialogue between Senate and its standing committees, and in having prescribed mechanisms for feeding matters up to Senate.

Review of the Structure of Senate Committees

24. Professor Charlie Jeffery advised members that the paper summarised the recommendations of a Task Group established in January 2019 to review the Senate Committee structures. The key issues considered by the Group were:
- the location of governance of postgraduate research and early career research matters
- reporting lines for research matters
- the membership and nomenclature of the committees
- the governance of the broader student experience beyond learning and teaching-related matters.

25. Key recommendations were:
- to dissolve Research Experience Committee (REC) and to transfer REC's responsibilities for postgraduate research student matters to Learning and Teaching Committee (or 'Education Committee'), and its responsibilities for early career researchers to Research Policy Group (RPG).
- to rename Learning and Teaching Committee (LTC) 'Education Committee', and to extend its remit and membership to include strategic postgraduate research matters in addition to learning, teaching, assessment and student support for taught students.
- to defer decisions around the long-term governance of the broader student experience for a year, recognising that a sub-committee of the University Executive is currently fulfilling this role by overseeing the development and implementation of the Student Experience Action Plan.
- to make minor changes to the Curriculum and Student Progression Committee (CSPC), including changing its name to 'Academic Policy and Regulations Committee'.
- to make no substantive changes to Quality Assurance Committee (QAC)
- to give RPG dual reporting lines into both Senate and the University Executive.

26. Members were advised that the next step for the Task Group would be to agree revised terms of reference and memberships for the three Senate committees, and to bring these back to the October 2019 meeting of Senate for approval.

27. Members raised the following points in response to the paper:
- The proposed reporting routes for RPG were supported, with the view being expressed that they would give greater visibility and direction.
- Some concerns were raised about the remit of the proposed Education Committee, it being recognised that there are significant differences between taught and research students. The Senior Vice-Principal acknowledged that there were a variety of views on this issue. However, the weight of opinion was that REC was not currently operating effectively and that an alternative approach was therefore required. It was noted that Education Committee's role would be to consider issues which were common to both taught and research students, and that the amount of taught content in PGR programmes was increasing.

- The potential value of recognising Quality Assurance Committee's role in enhancement by renaming it 'Quality Assurance and Enhancement Committee' was discussed.

28. The recommendations for change to the structure and memberships of the Senate committees were approved.

Annual Report of the Senate Committees
29. Members noted the report, recognising that more detailed planning would be undertaken over the summer once the remits and memberships for the three Senate committees had been finalised.

Communications
Draft Ordinances – Composition of the Senatus Academicus; General Council
30. Members were content with the wording of the draft Ordinances.

Careers and Employability: Year-On Update
31. Senate welcomed the report, noting that year-on updates on the presentation and discussions sections of Senate would become a standard item on the agenda to allow progress to be measured.

Further information
32. *Author*   *Presenter*
    Philippa Ward   Professor Peter Mathieson
    Academic Services   Principal and Vice-Chancellor

Freedom of Information
33. Open paper.

UNIVERSITY COURT

17 June 2019

Annual Report of the Senate Committees

Description of paper
1.   This is the annual report of the four Senate Standing Committees: Learning and Teaching Committee; Researcher Experience Committee; Curriculum and Student Progression Committee; and Quality Assurance Committee. It reports on the Committees' achievements and use of delegated powers in 2018-19. It also proposes plans for 2019-20, while signalling that Academic Services will coordinate more substantive planning work for 2019-20 during summer 2019.

Action requested/Recommendation
2.   Court is invited to note the report.

Background and Context
3.   The Senate Standing Committees provide an annual report to Senate each year setting out their activities in the previous year and seeking Senate approval for their general strategic direction and priorities for the next academic year.

4.   As part of the process to enhance engagement between Court and Senate, it was agreed that this annual report should be presented to Court for information.

Discussion
5.   Senate received and approved the attached annual report at its meeting on 29 May 2019.

Resource implications
6.   The proposed plans for 2019-20 will have resource implications. Some of the resource requirements will be met through existing resources or have agreed funding in place.

Risk Management
7.   Each individual strand of activity proposed work packages will be subject to risk assessment as appropriate.

Equality and Diversity
8. Where required, equality impact assessments will be carried out for individual work packages completed next year.

Next steps/implications
9. The Senate Committees will progress the agreed strategic approach during 2019-20 as set out in the report.

Further information
10. _Authors_
     Tom Ward, Former Director of Academic Services

Nichola Kett, Head of Quality Assurance and Enhancement Team, Academic Services
Adam Bunni, Head of Regulations and Governance Team, Academic Services
Brian Connolly, Academic Policy Officer, Academic Services
Susan Hunter, Academic Policy Officer, Academic Services
Theresa Sheppard, Academic Policy Officer, Academic Services
Ailsa Taylor, Academic Policy Officer, Academic Services
Philippa Ward, Academic Policy Officer, Academic Services

Freedom of Information
11. Open paper.

Annual Report of the Senate Committees 2018-19

1.   Executive Summary

This report outlines the achievements of the Senate Committees, and their use of the powers delegated to them by Senate, for academic year 2018-19, along with their proposed plans for 2019-20.

2.   Introduction

The four Standing Committees of Senate (hereafter referred to as the Senate Committees) are the Learning & Teaching Committee, Researcher Experience Committee, Curriculum and Student Progression Committee, and Quality Assurance Committee. Links to the Terms of Reference and memberships of the Senate Standing Committees:

Learning and Teaching Committee: Link
Researcher Experience Committee: Link
Curriculum and Student Progression Committee: Link
Quality Assurance Committee: Link

The report sets out the Senate Committees' achievements for the year 2018-19. It also proposes their proposed plans for 2019-20. These proposals have arisen from Committee discussions, and discussion at the Learning and Teaching Policy Group (LTPG, which is composed of the Conveners of the four Committees, along with relevant Assistant Principals, College Deans, and other key staff). The proposals are designed to assist the University to take forward its Learning and Teaching Strategy, see:
www.ed.ac.uk/files/atoms/files/learning_teaching_strategy.pdf

3.   Key Committee and Task Group Activities in 2018-19*

Name of Committee or Task Group	No. of meetings
Learning and Teaching Committee (LTC)	**5**
Assessment and Feedback Enhancement Working Group	3
Digital Education Task Group	None – business conducted by correspondence
Equality and Diversity in the Curriculum Task Group	3
Higher Education Achievement Record Task Group (undertaking an overall review of the University's approach to section 6.1 of the HEAR)	3
HEAR Review Panel (to consider requests to add individual categories to 6.1 of the HEAR)	1
Researcher Experience Committee (REC)	**5**
Continuing Professional Development for Doctoral Supervisors Task Group	2
Practical Operation of PhD with Integrated Study Task Group	1
Curriculum and Student Progression Committee (CSPC)	**5**
Assessment and Progression Tools Task Group	1
Quality Assurance Committee (QAC)	**5**
School Annual Quality Review Sub-Group	1
Personal Tutor System Oversight Sub-Group	1

* Includes meetings scheduled for the remainder of the session.

The remits and memberships of the task groups are available at:

www.ed.ac.uk/academic-services/committees/learning-teaching/task-groups
www.ed.ac.uk/academic-services/committees/researcher-experience/task-groups
www.ed.ac.uk/academic-services/committees/curriculum-student-progression/task-groups
www.ed.ac.uk/academic-services/committees/quality-assurance/task-groups

4.   Senate Committees' Achievements 2018-19

At its meeting on 30 May 2018, Senate approved the Standing Committees' plans for 2018-19. The Committees' progress in relation to those plans is set out below. This summary does not take account of business conducted at the final cycle of Senate Committee meetings of 2018-19 (the Learning and Teaching Committee's 22 May 2019 meeting, the Quality Assurance Committee's 23 May 2019 meeting, the Curriculum and Student Progression Committee's 30 May 2019 meeting, and the Researcher Experience Committee's meeting on 14 May 2019).

In general, the Committees have made good progress in delivering their plans for 2018-19. In addition, they have addressed some significant areas of work not included in the original plans. The Committees have however had to delay some actions due to potential overlap with workstreams associated with the Student Administration and Support strand of the Service Excellence Programme (see 4.3.6 and 4.4.6), and have found it difficult to proceed with some other strands (see 4.2.8 and 4.2.9) in the absence of a broader institutional curriculum review process.

4.1   Activities cutting across the four Committees

4.1.1   Work with Students' Association to promote and implement the Student Partnership Agreement

In October 2017 Senate approved the University's first Student Partnership Agreement, which highlights ways in which the wider University, including all staff and students, can effectively work together to enhance the student experience. At its meeting in September 2018, LTC approved a refreshed version of the Agreement for 2018-19. Senior Vice-Principal allocated funds for students and staff to submit bids for projects to take forward the priorities within the partnership agreement during 2018-19. Ten projects secured funding, covering areas including student workshops to explore the effectiveness of approaches to Student / Staff Liaison Committee, a dissertation retreat, development of a game to help medical students learn about social determinants of health, a veterinary humanities reading group, and a podcast to bring philosophy to a wider audience.

For further information see:
www.ed.ac.uk/students/academic-life/student-voice/partnership-agreement

4.1.2   Continue to implement the changes in Senate's composition associated with the HE Governance (Scotland) Act 2016

Following a consultation during Semester 1 2017/18, in February 2018 Senate endorsed recommendations for changes to the composition of Senate which will enable the University to implement the Act. These will lead to a smaller Senate of approximately 300 members, the majority of which will be elected academic staff and students. In May 2018 Senate approved recommendations for the practical implementation of these planned changes.

During 2018-19, the University prepared an Ordinance to give legal effect to these changes. During Semester Two 2018-19 Court and Senate are considering the Ordinance, prior to University submitting it to the Privy Council for approval. During 2019-20, Academic Services will seek Senate and Court approval for election regulations for the new Senate, and will coordinate a campaign to encourage academic staff and students to stand for election to the new Senate in spring 2020. The task group that Senate established to oversee the implementation of the HE governance (Scotland) Act 2016 will steer these activities.

4.1.3   Student Administration and Support strand of Service Excellence Programme

All the Senate Committees have received regular updates regarding the Service Excellence Programme (SEP), and have commented on the proposed Target Operating Model for Student Administration and Support. In addition, the Senate Curriculum and Student Progression Committee (CSPC) has continued to engage with the policy dimensions of the SEP plans regarding Special Circumstances and Coursework Extensions, and Work and Study Away, and REC has fed into the Postgraduate Research Student Lifecycle workstream. The SEP review of student support is reporting jointly to LTC and the SEP Administration and Support Board.

4.1.4   Take steps towards aligning with the new UK Quality Code, with a view to full alignment prior to the University's next ELIR

In May 2018, the Quality Assurance Agency (QAA) published a new version of the Quality Code. It subsequently published twelve sets of non-mandatory 'advice and guidance' to support institutions in developing and maintaining effective quality assurance practice. At its next Enhancement-Led Institutional Review (2020), the University will need to demonstrate that it aligns with the Code. The new version of the Code is substantially different to the previous version, for example in its focus on student outcomes rather than institutional processes. The Assistant Principal (Academic Standards and Quality Assurance) and Academic Services are monitoring how other institutions are responding to the new Code, and plans to invite LTC to have an initial discussion regarding how to approach the new Code in May 2019

4.1.5   Engage with further development of Teaching Excellence and Student Outcomes Framework (TEF)

While the University's current position is not to participate in the TEF, the Senior Vice-Principal has continued to lead the University's engagement with the development of subject-level TEF and to update LTC on developments such as Dame Shirley Pearce's independent review of the TEF.

4.1.6   Policies and Codes – Ongoing programme of review of policies

All the University's academic regulations, policies and guidelines are reviewed according to an agreed schedule (typically on a 3 or 4 year cycle), in order to ensure that they remain fit for purpose. Academic Services is responsible for coordinating these reviews. In some cases, substantive reviews of content are required, whereas in other cases only technical updates are reviewed. The Annex sets out all reviews of policies undertaken this session. All scheduled reviews have been undertaken as planned, with the exception of several which have been rescheduled for next session to align with the timescales of associated projects within the Service Excellence Programme.

4.2 Learning and Teaching Committee (LTC)

4.2.1 Oversee implementation of University Learning and Teaching Strategy

In 2016-17, the Senate Learning and Teaching Committee approved the University's new Learning and Teaching Strategy, see:

http://www.ed.ac.uk/files/atoms/files/learning_teaching_strategy.pdf

At its meeting on 18 September 2018, the Senate Learning and Teaching Committee (LTC) reviewed progress in relation to the Strategy. The paper outlined action at institutional level. The Committee was broadly content with the direction of travel, but was keen to develop a more joined-up, University-wide approach.

4.2.3 Implement new institutional policy to support the University's Lecture Recording service

Following Court's agreement to introduce a reliable and comprehensive lecture recording system, the Committee established a task group to develop a policy to support the new system. During 2017-18, the task group consulted widely on a policy, which the University introduced on 1 January 2019. During 2018-19, the Committee monitored the implementation of the policy. As of January 2019, only around 15% of those courses with lectures that could have been recorded had opted out, resulting in a higher than sector average proportion of lectures being recorded.

4.2.4 Develop an institutional vision for Digital Education (the 'Near Future Teaching' programme)

LTC launched the Near Future Teaching Project in 2017 to develop a values-based vision for the future of digital education at the University of Edinburgh. The project, led by the Vice-Principal (Digital Education) used futures-thinking and design-based methodologies to work with over 400 students and staff to co-produce the vision. Following discussion at LTC in January 2019, the project team held a launch event in March 2019 to highlight the project outcomes. The Assistant Principal Digital Education is also discussing ways in which the Project outputs might inform longer-term planning, including the Student Experience Action Plan. Project outputs and more detail on process are on the web site:
http://www.nearfutureteaching.ed.ac.uk

4.2.5 Distance Learning at Scale (DLAS) project – contribute to learning, teaching and student experience dimensions

During 2017-18 LTC advised on some aspects of the DLAS project, including pedagogical approaches, status of the students, and student support arrangements. During 2018-19, the input required from the Senate Committee related to more detailed policy and regulatory matters, and, as a result CSPC has had the lead role (see section 4.4.8 below).

4.2.6 Oversee and guide work to support students' Careers, Employability and Graduate Attributes

In May 2018, LTC approved the final report of a short-life task group on careers, employability and graduate attributes, which the Committee had established because the University has been below its HESA Performance Indicator Benchmark in this area for the past 5 years. The report included recommendations around: ensuring that employability is a strategic priority for the University; asking Schools to engage more systematically with

relevant information sets; undertaking further work on employability-related communications; and assessing the extent to which employability is embedded within the curriculum.

In January 2019, the Committee discussed an interim report on progress in relation to this plan. At its meeting in May the Committee will have a further discussion on this, in particular in relation to work on experiential learning and a recent light-touch curriculum mapping.

4.2.7 Monitor implementation of the Student Mental Health Strategy

In January 2017, the Committee approved the University's first Student Mental Health Strategy. An implementation group is overseeing the implementation of the Strategy. In September 2018, the Director of Student Wellbeing gave LTC an update, highlighting actions in relation to service delivery, student-led initiatives, cross-campus provision and training. He indicated that the demand for mental health support was increasing year on year, but resources were also being increased in response.

4.2.8 Oversee and guide the implementation of recommendations from the task group on research-led learning and teaching

In May 2018, the Committee approved the recommendations of a task group convened by Professor Sarah Cunningham-Burley (who was at that point the Assistant Principal Research-Led Learning – her office ended in summer 2018) to develop the University's approach to research-led learning and teaching. The report included recommendations regarding developing the University's narrative regarding research-led learning and teaching, developing Institute for Academic Development resources, utilising the Principal's Teaching Awards Scheme to support work in the area, and piloting a reflective tool to enable Schools to assess the extent to which their provision is research-led.

In 2018-19, IAD has finalised an 'EngagEd in Research-Led Learning and Teaching' guide, which it will publish shortly. In the event that the University initiates a curriculum review project, it could assist the Committee to take forward some of the group's recommendations.

4.2.9 Oversee implementation of recommendations from the University-wide courses task group, taking account of the Spring 2018 consultation process

In November 2017 the Committee approved the recommendations of a task group convened by Prof Sarah Cunningham-Burley (then Assistant Principal Research-Led Learning) to develop the University's approach to University-wide courses. The report included a range of recommendations including the idea of developing a single, common University-wide course for all students. The report highlighted the need for programmes and timetables to have sufficient space to allow students to access this type of course, and suggested better ways to publicise existing course options.

During summer 2018, some PhD interns developed a prototype for the proposed single, common course, and, at its meeting in September 2018, the Committee received the outcomes of a consultation with Schools on the group's main recommendations. Schools expressed mixed opinions on the idea of developing a single course for all students, provided helpful feedback on a proposed list of themes for a portfolio of University-wide courses, and expressed mixed views on whether their students currently make as much use as they could of the option to study courses outside their main discipline. The Service Excellence Programme's Programme and Course Information Management (PCIM) project will take account of some of the group's recommendations. In the event that the University initiates a curriculum review project, it could also take account of the group's other recommendations.

4.2.10 Assessment and Feedback - strands of work regarding the Leading Enhancement in Assessment and Feedback (LEAF) project, and the role of curriculum design in facilitating quality assessment and feedback models

LTC received a report from the Group at its September 2018 meeting. The Committee noted that 3 Schools had undertaken LEAF activity in 2017/18. It also noted that common themes arising from LEAF activity in 2017/18 were consistent with those arising in previous years. A proposal to change the remit and membership of the Group to widen the focus to support for curriculum development will be considered by LTC in May 2019.

4.2.11 Strengthen the University's understanding of retention and continuation rates for different student groups

The Committee discussed a report of research undertaken by Governance and Strategic Planning (GASP) and Academic Services into the University's patterns of undergraduate non-continuation, and the action that Schools are taking to improve continuation rates, at its November meeting. The report provided valuable information about some of the key factors in non-continuation. LTC asked GASP to undertake further research into additional factors that may affect non-continuation, including the relationship with prior attainment and with aspects of broader student engagement (eg with student societies and peer support activities), subject to securing the necessary resources and the relevant datasets being usable. Academic Services and the College of Arts, Humanities and Social Sciences held a session for Schools in May 2019 to discuss the outcomes of this research and to explore approaches to student support and curriculum development, including the use of learning analytics, to support student retention and achievement.

4.2.12 Other actions

- The Committee considered the results of the National Student Survey (NSS) 2018, Postgraduate Taught Experience Survey (PTES) 2018 and the 2017/18 Semester 2 Course Enhancement Questionnaires (CEQs);

- The Committee contributed to the development of the Student Experience Action Plan, and fed into the Teaching and Academic Careers project;

- The Committee approved the recommendations of a task group on Using the Curriculum to Promote Inclusion, Equality and Diversity;

- The Committee established a task group to Review the Operation of Section 6.1 of the Higher Education Achievement Report (HEAR);

- The Committee agreed to carry out some initial scoping and benchmarking work regarding potential ways to develop the University's Common Marking Schemes;

- The Committee supported some changes to the Virtual Learning Environment Minimum Standards Project – now known as 'Learn Foundations';

- The Committee commented on proposals for IAD to run a project called 'Teaching BITE' – Curriculum Conversations', to generate a programme of activities, events and publications (printed and online) that would document and explore key themes relevant to curriculum reform.

4.3 Researcher Experience Committee (REC)

4.3.1 Excellence in Doctoral Training and Career Development programme (focusing on supervisor training and support, and student mentorship and wellbeing)

This programme of work includes three strands: doctoral supervisor training and support; mentoring and well-being; and the development of a personal and professional development record for PGR students. Having focussed on the latter two issues in 2017-18, the Committee focussed on doctoral supervisor training and support in 2018-19. Following consultation with Schools, the Committee agreed that the University should amend the University's regulations to formalise the current practice of requiring all supervisors to attend briefings every five years. The Committee has also established a sub-group to develop online supervisor training provision, and to review the effectiveness of School / College briefings.

4.3.2 Oversee the introduction of the Enlightenment Scholarships scheme

Following Central Management Group's approval of the introduction of these new doctoral Scholarships (the implementation of which was managed by a group reporting to CMG), REC established a management group to oversee the next stages of implementation. The first scholars (seven across four Schools) started their studies in September 2018, and the group has monitored how the Schools have approached the distinctive features of these scholarships – the structured teaching and professional development tracks. The University has subsequently suspended further rounds of Enlightenment Scholarships.

4.3.3 Evaluate the implementation of the new Policy for the Recruitment, Support and Development of Tutors and Demonstrators

In September 2017, following a review of the old Code of Practice for Tutors and Demonstrators by a task group of REC, the University launched a new Policy (replacing the Code). The new Policy aims to promote consistency and equality of treatment of Tutors and Demonstrators, for example by making it explicit that tutors and demonstrators must be paid for all contact time, and any other required work, and mandatory training. The Policy also clarifies that full-time PGR students should work as tutors and demonstrators (or in other University employment) for no more than an average of 9 hours per week. While the Committee had aimed to review the implementation of the Policy by December 2018, this work has been delayed in order to align with the University's and the Universities and Colleges Union's (UCU) development of a joint statement regarding improving the employment conditions of those employed on Guaranteed Minimum Hours and Fixed-Term contracts

4.3.4 Enhance support for Early Career Researchers (make more visible, enhance and structure provision, strengthen partnerships)

In 2017-18 the Committee guided and endorsed the development by the Institute for Academic Development (IAD) of a new 'Taking Control of your Research Career' programme of workshops, online learning and peer support devised to help Early Career Research staff make better decisions and take action to enhance their employability in a range of career areas. In May 2019, the Committee discussed progress in implementing this programme.

During 2018-19 REC contributed to the University's response to the sector consultation on reviewing the UK Concordat to Support the Career Development of Researchers.

4.3.5 Develop guidance for the operation of PhD by Integrated Study programmes

The Committee approved the report of a task group that had been considering the practical operation of PhD with Integrated Study programmes. The task group developed a framework and guidance to support Schools setting up new programmes, which Academic Services have circulated to relevant Colleges and Schools.

4.3.6 Clarify the status of students during the period following the submission of the thesis for assessment

The Committee did not take this any action on this issue, since there was potential for overlap with the scope of the Service Excellence Programme work on the PGR Student Lifecycle.

4.3.7 Other actions

- The Committee clarified the regulatory position on resubmission of MSc by Research dissertations (bringing MSc by Research programmes in line with all other postgraduate degrees offered at the University by allowing resubmission), the options available for examiners regarding resubmission of PhDs, and the assessment criteria for PhDs and Masters of Philosophy;

- The Committee approved the optional question-set for the 2019 Postgraduate Research Experience Survey (PRES);

- The Committee supported a proposal from Library and University Collections to move to online-only submission of final PhD theses from 2020/21.

4.4 Curriculum and Student Progression Committee (CSPC)

4.4.1 Complete the Assessment and Progression Tools (APT) project

The APT tools provide students with access to their course assessment structures through EUCLID student view, along with summative assessment marks, and Boards of Examiners have access to management reports. The Committee has monitored progress on the rollout of the APT tools, noting that Student systems has faced some resourcing issues that have constrained their ability to address problems and enhance the service. Student Systems has however now secured additional resources to support a further phase of work during the second half of 2018-19.

4.4.2 Work with the Service Excellence Programme to oversee the implementation of any significant policy changes associated with the current programme of work (e.g. Study Away and Special Circumstances, Extensions and Concessions strands)

CSPC continued to engage with the Service Excellence Programme (SEP) on proposed academic policy changes to the Special Circumstances and Coursework Extension process. While supportive of the proposed changes in principle, it has highlighted various areas for further work and clarification prior to approving the policy dimensions of the final proposals. The Committee also approved proposals to amend some of the planned arrangements for the Work and Study Away strand of SEP.

4.4.3 Review policy regarding resubmission of PGT dissertations and associated dissertation supervision support, and PGT assessment/progression arrangements (complete any elements outstanding from 2017-18 and oversee introduction of any changes in policy)

In 2017-18 a CSPC task group considered a range of significant and inter-related aspects of assessment policy for PGT programmes, and agreed to change University policy to allow resubmission of PGT dissertations in defined circumstances (bringing the University in line with typical arrangements in the sector), and to clarify the roles of dissertation supervisors. During 2018-19 Academic Services published additional guidelines to assist Schools to implement the new arrangements for resubmission of dissertations.

In 2017-18, the task group recommended a further phase of work in relation to the more complex issue of PGT assessment/progression arrangements. During 2018-19, CSPC took this forward by discussing a range of models for changes to pass marks and / or the progression hurdle between the taught and research component of the most common type of Master's degree. It consulted on its favoured model, which would retain current pass marks whilst removing the progression hurdle (average of 50 over 120 credits, passing a minimum of 80 credits). CSPC will consider the outcomes of this consultation at its meeting in May 2019.

4.4.4 Review the Code of Student Conduct

Following consultation with the Students' Association and key School and College staff involved in handling student discipline matters, CSPC approved amendments to the Code of Student Conduct. These changes are designed to equip the University to deal more appropriately with allegations of serious misconduct. Court is in the process of considering a resolution to enact these planned changes, which will take effect from the start of 2019/20.

4.4.5 Review the Support for Study Policy

CSPC commented on proposed revisions to the Support for Study Policy which would introduce a new stage to the Policy. This would allow a University-level panel some additional options when the University has particular concern for the student's physical or mental health and its adverse impact on their studies or on other members of the University community. The Committee will review the final version of the Policy at its meeting in May 2019.

4.4.6 Develop common institutional guidance for managing undergraduate degree programme transfers

The Committee did not take any action on this issue, since there was potential for overlap with the scope of the Service Excellence Programme work on the Academic Lifecycle.

4.4.7 Strengthen support for course and programme design and development – consolidate the existing policy and guidance into a single University suite of documents, and roll-out training and support for Boards of Studies conveners and administrators

During 2018-19 CSPC approved amendments to the Programme and Course Approval and Management Policy, a suite of supporting guidance, and a simplified Boards of Studies Terms of Reference document. As a result, the Committee has made good progress towards consolidating existing documentation on programme and course approval into a single University suite of documents. Colleges have signalled that they plan to make further progress for the start of 2019-20 by rationalising the guidance they issue to supplement

University documentation. Feedback to date from key staff in Schools confirms that this programme of simplification and rationalisation is making the policies and guidelines more user-friendly for staff involved in curriculum development and approval. This programme of work will also provide a foundation for a more fundamental review of business processes as part of the Programme and Course Information Management strand of SEP.

During 2018-19, Academic Services and the Institute for Academic Development have continued to roll-out training for Boards of Studies conveners and administrators, running three further training general sessions, and introducing a series of lunchtime sessions on topics of interest to Boards of Studies staff.

4.4.8 Other actions

- The Committee discussed the effectiveness of the guidelines and concessions that it had approved to mitigate the academic impact on students of the Spring 2018 industrial action. It agreed that the measures had operated well in general, and recognised the exceptional amount of time spent by many staff on mitigating the impact of the industrial action.

- CSPC agreed to reduce the examination diet for Semester One in 2020-21 to a 10 day period (rather than the 11 days initially planned), in order to provide students with one additional day for revision. Since the revision period would nonetheless be relatively short, the Committee also agreed to encourage Schools to avoid teaching on the Thursday and Friday preceding the revision period in 2020/21.

- CSPC discussed current adherence to the Shared Academic Timetabling Policy and Guidance, and, in particular the requirement that only in exceptional circumstances will the University schedule core lecture or class slots on Wednesday afternoon. It agreed that the University should only relax this constraint on teaching on Wednesday afternoon when Colleges have approved exemptions.

- In order to support the University's Distance Learning at Scale (DLAS) project, the Committee approved non-standard credit structures and other non-standard features for the 'MicroMasters' provision that the University plans to launch in partnership with EdX. A 'MicroMasters' is a brand term used by EdX to describe an offering that is smaller than a Master's degree, rather than an academic award.

4.5 Quality Assurance Committee (QAC)

4.5.1 Work with the Students' Association to enhance the Class Representation System

In May 2018, LTC considered an update on Schools' progress in preparing to move to this new system, and agreed that from 2019/20, all Schools should implement a programme level representation approach to student representatives ('class reps') in Schools, with a view to reducing the number of class reps, while offering a higher quality and more consistent representative system. In August 2018, QAC revised the Student Voice Policy in order to formalise this requirement. During 2018-19 Academic Services and the Students' Association have gathered feedback from staff and students in Schools that are already operating a programme-based system (including those that have only recently moved to this model), and also identifying whether any Schools are likely to be seeking an opt-out from moving to the new system in 2019/20. QAC will consider a report on progress in May 2019, and consider any requests for opt-outs.

4.5.2 Oversee and evaluate the effectiveness of the Personal Tutor system

See 5.3 below.

4.5.3 Oversee institutional activities in response to 2015 Enhancement-led Institutional Review (ELIR)

In its 2015 ELIR, the University achieved the highest possible judgement: "effective arrangements for managing academic standards and the student learning experience". During 2018-19 QAC continued to monitor progress against the main areas for development identified by the ELIR, clustering these plans under five themes: Postgraduate Research Student Experience; Personal Tutoring System; Student Representation at College and School Level; Assessment and Feedback; and Staff Engagement in Learning and Teaching. Having considered a set of detailed reports in February 2019, the Committee agreed not to undertake any further monitoring on the grounds that activities had either been completed or would continue to be progressed and reported on via other mechanisms (such as implementation plans for the Learning and Teaching Strategy, the Student Partnership Agreement, and the Student Experience Action Plan).

4.5.4 Oversee initial preparations for the University's next ELIR

The University's next ELIR will be held in autumn 2020. In preparation for the review, the University will need to produce a Reflective Analysis (RA), and an Advanced Information Set comprising supporting evidence (including a sample of key quality reports and an analysis of student feedback). Rather than establish a separate ELIR Steering Group for ELIR 2020 (as was the case for ELIR 2015), a small team comprising the Assistant Principal Academic Standards and Quality Assurance and staff in Academic Services will lead the preparations, and the Learning and Teaching Policy Group (LTPG) will oversee these preparations. This small team has briefed QAC on progress with preparations, and in February 2019 also sought QAC's views on the 'contextualised themes' (themes that the University would like the review team to focus on). The final contextualised themes were reported to QAC in April 2019.

4.5.5 Embed mid-course feedback for undergraduate students, and develop appropriate mechanisms for evaluating its operation

Mid course feedback (MCF) aims to provide undergraduate students with an opportunity to feed back on courses on what is going well, any issues and to receive a response to feedback while the course is still running. Following initial roll-out in 2016-17 for courses at honours level, from 2017-18 the University has required Schools to operate a system for all undergraduate courses. In Spring 2018, the University surveyed Course Organisers regarding their experience of operating MCF. In 2018-19, QAC agreed that a follow-up evaluation should be carried out and outcomes and recommendations will be reported to May LTC (due to the strategic importance of MCF). The Committee also agreed in principle to extend mid-course feedback to postgraduate taught provision (noting that this already takes place in many areas).

4.5.6 Thematic review to support the implementation of the University's Widening Participation Strategy

The Committee decided to refocus this review on Black and Minority Ethnic (BME) students' experiences of student services. Professor Rowena Arshad (Head of Moray House School of Education) is convening the panel that is undertaking this review. The panel submitted a progress report to QAC in February 2019. QAC will consider an initial findings report in May 2019 and the final report in September 2019.

4.5.7 Review good practice identified in quality review processes in relation to developing academic communities

The Committee considered the themes that emerged from the School annual quality reports and teaching/postgraduate programme reviews held in 2017-18, and identified examples of good practice were identified in relation to building academic communities. These examples were the focal point of a University level sharing practice event on 6 February 2019. To tie in with this, the theme of the Teaching Matters blog in April 2019 was academic community, with good practice examples being drawn from the outcomes of quality processes.

4.5.8 Other actions

- The Committee discussed the UK Standing Committee for Quality Assessment (UKSCQA) report looking at the reasons behind the increase in the number of graduates receiving first and upper-second class degrees. It also continued to monitor subject areas across the University for patterns in degree classification outcomes which diverge substantially from either the institution average or disciplinary comparators, continuing to consider responses from University areas it identifies as outliers.

- The Committee reviewed the Policy on External Examiners for Taught Programmes, approving some changes including a notice period for External Examiners wishing to resign before the end of their term. Further changes, including retention periods, were considered in April 2019 and will be confirmed at the May 2019 meeting.

5 Overview of delivery of core functions in 2018-19

Senate has delegated to the Committees a range of its powers. These powers are set out in the Committees' terms of reference (see Section 2, above). The following is a summary of the main powers that the Committees have exercised during 2018-19 (in addition to the project-based activities set out in Section 4, above):

5.1 Strategies / regulations / policies / codes

The attached Annex sets out any new strategies / regulations / policies / codes that the Committees have approved (the more substantive of which are covered in Section 4 above), along with changes to existing documents.

5.2 Approval of curriculum changes

While the Senate Curriculum and Student Progression Committee (CSPC) has delegated to Schools and Colleges authority for approving the introduction of new programmes and courses, and changes to and closure of existing ones, CSPC's approval is required for programme and course developments that are not compliant with the University's Curriculum Framework or the academic year structure, and/or which have wider implications. This includes collaborations with other institutions which do not operate under the University's normal regulations.

In 2018-19, the Committee approved proposals in relation to six different degree programmes, including three collaborative programmes.

5.3 Quality Assurance

The Quality Assurance Committee (QAC) oversees the operation of the University's processes for the annual quality review of all credit-bearing provision along with Massive

Open Online Courses (MOOCs). This involves Schools reviewing their provision and each producing an annual report on key themes and actions from in-year monitoring, review and reflection, and Colleges providing annual reports outlining their action plan for the support of teaching excellence and capacity building. QAC established a subgroup to review Schools' 2017-18 reports. Schools submitted a total of 25 reports (some areas of the College of Medicine and Veterinary Medicine submitted more multiple reports covering different areas of each School's provision). The subgroup was satisfied with all reports, subject to recommending additional action in relation to 20 reports. The Committee also discussed the Colleges' reports, which raised a range of issues that required institutional action.

QAC also conduced the annual quality review of student support services, including (for the first time) the student-facing aspects of the Estates operation (eg the student experience implications of maintenance activities). For this review cycle, it aligned the timescales of the reporting process more closely with the overall University planning cycles, and also introduced a more user-friendly reporting template. The Services subject to review were content with the new reporting template and timescale. QAC was content with all services' reports, and provided each of them with feedback on specific issues. The main themes emerging across services were establishing appropriate Key Performance Indicators for the student experience, working in partnership to support the student experience, and delivering services that take account of students experiencing financial difficulty.

In addition to overseeing the annual quality review process, the Quality Assurance Committee oversees the operation of the Teaching Programme Review (TPR) and Postgraduate Programme Review (PPR) processes, under which each academic area is subject to a review conducted by a visiting panel (including discipline experts external to the University) every six years. QAC is responsible for determining the framework for and schedule of reviews, and then approving the reports of reviews, and reviewing Schools' responses to the reviews. Five Teaching Programme Reviews (TPR), and three Postgraduate Programme Reviews (PPR) have taken place in 2018-19. All the reports submitted to date confirm that areas have effective management of the quality of the student learning experience, academic standards, and enhancement. The Committee also identified a range of good practices from the previous session's TPRs and PPRs (which it showcased with staff from across the University at an event in February 2019) and identified some general themes for development and further action at University level, such as building academic communities, and supporting and developing academic staff.

QAC continued to monitor trends and patterns regarding Student Conduct, Student Appeals and Complaint Handling. It noted that in 2017-18 the volume of the volume of academic appeals plateaued following an upward trend in recent years, and that the disruption to learning and teaching due to the industrial action in 2018 did not lead to many academic appeals. It did however note that in 2018-19 there is evidence of a substantial increase in the volume of academic appeals (up c. 30% on the same position in 2017-18 as of April 2019). It also noted an increasing number of student conduct cases related to violent or offensive behaviour (including sexual violence), although in absolute terms the volume of cases remains low. There were no discernible trends in relation to the student complaint cases.

QAC's Personal Tutor System Sub-Group is tasked with QA oversight of the Personal Tutor (PT) system. Since the last Senate report, the Group met to approve the School Personal Tutoring Statements for 2018-19. While the group was broadly content with the Tutoring Statements, it asked some Schools to make some amendments to their Statements before publishing them. In December 2018 QAC approved a proposal from the Group to change the timing of its annual meeting held to reflect on the student survey results. The meeting will now be held after survey results are released and the outputs will feed into the annual review of School of school quality reports.

5.4   Student concessions

The Senate Curriculum and Student Progression Committee has responsibility for considering some of the more exceptional categories of student concessions, for example to allow a student to extend or interrupt their study beyond what is permitted by the Degree Regulations, or to graduate without the required number and/or level of credits for the degree programme. To date this session, the Committee has approved 30 concessions.

6   Senate Committees' Priorities for 2019-20

The following are the Senate Committees' proposed plans for 2019-20. This Spring, the context for setting the Committee's plans for the coming session was unusual for a range of reasons, for example:

- The University was in the process of appointing a new Vice-Principal (Students) – once in post they would have a key role in determining the Senate Committees' priorities.

- The University was in the process of developing a Student Experience Plan, which would set out a range of key priorities regarding teaching, curriculum and student support (as well as actions in relation to the broader student experience).

- The University was in the process of reviewing Senate's Committee structures, and has also arranged a broader externally-facilitated review of Senate – both of which are due to report to Senate on 29 May 2019.

- The Student Administration and Support strand of the Service Excellence Programme (SEP) was developing business cases for strands of work across a wide range of areas that have policy implications for the Senate committees (eg academic lifecycle, examination board operations, programme and course information management, PGR lifecycle) for its Board to consider in April 2019. It was not sensible for the Senate Committees to plan actions that could overlap with the areas that SEP was considering, until the SEP Board decided which business cases to support.

- This year's planning round was more complex than usual.

Given these circumstances, the Committees agreed to limit their planning for 2019-20 to identifying:

- Projects currently underway that will require further work in 2019-20;

- Relatively modest projects to address urgent 'hygiene' issues (eg to address problems with the operation of particular regulations); and

- Activities necessary in order to respond to external factors.

Academic Services will work with the Committees to coordinate more substantive planning work for 2019-20 during summer 2019.

6.1 Proposed activities cutting across the four Committees

Activity
• Continue to work with Students' Association to promote and implement the Student Partnership Agreement
• Finish implementing the changes in Senate's composition associated with the HE Governance (Scotland) Act 2016, including holding elections to the newly-constituted Senate in March / April 2020
• Implement any agreed changes to the operation of Senate and to its Committee structures following the externally-facilitated review of Senate, and the review of the structure of the Senate committees
• Student Administration and Support strand of Service Excellence Programme – likely to raise various new strands of activity for Senate Committees, for example regarding academic policy and regulations
• Continue to take steps towards aligning with the new UK Quality Code, with a view to full alignment prior the University's next ELIR
• Keep a watching brief on the development of Teaching Excellence Framework
• Policies and Codes – Ongoing programme of review of policies

6.2 Learning and Teaching Committee

Activity
• Oversee continued implementation of University Learning and Teaching Strategy
• In partnership with the Service Excellence Programme's Student Administration and Support board, oversee and guide the review of student support
• Oversee the implementation of recommendations from the 2018-19 task group on inclusion, equality and diversity in the curriculum
• Monitor the implementation of the new institutional policy to support the University's Lecture Recording service
• Ensure continued progress to enhance support for Careers, Employability and the development of graduate attributes
• Continue to monitor implementation of the Student Mental Health Strategy
• Continue to strengthen the University's understanding of retention and continuation rates for different undergraduate student groups, and to focus on enabling students from all groups to succeed

6.3 Researcher Experience Committee

Activity
• Excellence in Doctoral Training and Career Development programme - evaluate the effectiveness of School / College briefings for supervisors, assess the impact of changes to requirements supervisor training and support planned for 2019-20, and explore the development of online training to supplement School / College briefings for supervisors.
• Enhance support for Early Career Researchers (make more visible, enhance and structure provision, strengthen partnerships) – including engaging with the process of revising the UK Concordat to Support the Career Development of Researchers
• Review the University's approach to overseeing, coordinating, and managing postgraduate research student (PGR) support and development activities at an institutional level (subject to clarifying the relationship with the planned Service Excellence Programme strand of work on the PGR student lifecycle)
• Evaluate the implementation of the revised Code of Practice for Researchers and Supervisors

6.4 Curriculum and Student Progression Committee

Activity
• Work with the Service Excellence Programme to oversee the implementation of any significant policy changes associated with the current programme of work (e.g. Special Circumstances and Coursework Extensions, Programme and Course Information Management)
• Guide the University's response to any policy issues raised by the UK Standing Committee for Quality Assessment's report on degree classification outcomes
• Oversee the implementation of changes in policy regarding resubmission of PGT dissertations and associated dissertation supervision support, and PGT assessment/progression arrangements
• Oversee the implementation of changes to the Code of Student Conduct following the review in 2018-19, and conduct a light-touch review of the impact of the amendments
• Oversee the implementation of any agreed changes to the Support for Study Policy following the review in 2018-19
• Develop an institution-wide approach to borderlines for Honours degree classification

6.5 Quality Assurance Committee

Activity
• Continue to evaluate the impact of the new programme-based approach to the Class Representation System
• Oversee institutional activities in response to the University's 2015 Enhancement-led Institutional Review (ELIR) and contribute to preparations for the 2020 ELIR, including continuing to work on assessment and feedback

• Oversee implementation of mid-course feedback to taught postgraduate courses (subject to the outcome of the review during 2018-19)
• Continue to monitor the effectiveness of the operation of the Personal Tutor system
• Continue to support Schools to reflect on their patterns of degree classification outcomes

Annex – new regulations/policies/codes, and reviews of and amendments to existing regulations/policies/codes, approved by Senate and its Committees during 2018-19

Senate Committee	Name of document	Type of change (New / Revision / Deletion / Technical Update / Reviewed and no changes made)
Learning and Teaching	Accessible and Inclusive Learning Policy*	Revision of existing document
Curriculum and Student Progression	Taught Assessment Regulations*	Revision of existing document
Curriculum and Student Progression	Postgraduate Assessment Regulations for Research Degrees*	Revision of existing document
Curriculum and Student Progression	Undergraduate Degree Regulations #	Revision of existing document
Curriculum and Student Progression	Postgraduate Degree Regulations #	Revision of existing document
Curriculum and Student Progression	Code of Student Conduct #	Revision of existing document
Curriculum and Student Progression	Board of Studies Terms of Reference	Revision of existing document
Curriculum and Student Progression	Visiting and Non-Graduating Student Policy and Procedure	Revision of existing document
Curriculum and Student Progression	Withdrawal and Exclusion from Studies Procedure*	Revision of existing document
Curriculum and Student Progression	Academic Misconduct Investigation Procedures*	Revision of existing document
Curriculum and Student Progression	Performance Sport Policy*	Revision of existing document
Curriculum and Student Progression	Support for Study Policy*	Revision of existing document
Curriculum and Student Progression	Online Distance Learning Policy	Deletion of existing document
Quality Assurance Committee	External Examiners for Taught Programmes Policy*	Revision of existing document
Quality Assurance Committee	Handbook for External Examiners of Taught Programmes*	Deletion of existing document

*Subject to Committee approval May/June 2019   #Subject to approval by Court via resolution June 2019

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Ordinances: Senate and General Council

Description of paper
1. As part of our changes to achieve compliance with the Higher Education Governance (Scotland) Act 2016 (hereafter, the 'Governance Act'), this paper provides final draft Ordinances for the Senatus Academicus (or Senate) and General Council following statutory consultation. The paper also provides confirmation of Her Majesty's approval for the new composition of Court Ordinance at a meeting of the Privy Council on 22 May.

Action requested/Recommendation
2. Court is invited to:
   • consider the responses received during the statutory consultation and agree a response to the comments submitted by the General Council (Appendix 1);
   • approve final draft Ordinances for submission to the Privy Council Office
   • delegate authority to the University Secretary to agree any further non-material changes to the Ordinances if requested by the Scottish Government or Privy Council.

Background and context
Composition of Court Ordinance
3. At its meeting on 18 February, Court approved a final draft Court Ordinance to submit to the Scottish Government and Privy Council Office. The Scottish Government and Privy Council officials were content with the version submitted and Her Majesty approved the new Ordinance at a meeting of the Privy Council on 22 May without amendment.

4.   At its meeting on 18 February, Court approved the transmission of draft Ordinances for statutory consultation over an eight week period. The consultation process involved issuing the draft Ordinances to Senate and the General Council for comment and publishing the draft Ordinances on the University's website and on the Old College noticeboard for comment by any other interested party.

Senate Ordinance
5.   The Governance Act requires that Scottish universities ensure that more than 50 per cent of Senate members are elected, and that elected student members make up at least 10 per cent of the total membership of Senate, up to a total of 30 members. The current composition of Senate does not meet these requirements as the majority of members are *ex officio* Professors and student attendees are not full members of Senate. Following a University-wide consultation of academic staff and students, Senate agreed in principle to a new Governance Act-compliant composition. An Ordinance to implement the new composition was agreed informally with Scottish Government legal advisers and agreed by Court at first draft stage on 18 February and issued for consultation.

General Council Ordinances

6. The composition of the University Court includes three General Council Assessors, who must be members of the General Council, provided that they are not staff or students at the University. As part of the new composition of Court, Court and the General Council agreed that the three positions should be retained in modified form, with appointments made by Court on the advice of a joint Court-General Council Selection Panel following an open recruitment process, rather than by election. Two General Council Ordinances require revision to remove references to the election process. The revisions have been agreed informally with Scottish Government legal advisers and agreed by Court at first draft stage on 18 February and issued for consultation.

Discussion

7. *Overview of consultation responses*
- Senate considered the draft Ordinances at its meeting on 29 May. No comments were made at the meeting or received subsequently;
- The General Council's Business Committee considered the draft Ordinances at its meeting on 9 May and submitted a written response on 15 May, included in Appendix 1 and summarised below;
- No comments have been received from other interested parties.

8. *Summary of General Council consultation response and proposed actions*
    i) Membership of the General Council: Ordinance 186

    General Council comments: Request that Ordinance 186 (General Council Membership and Registration) be updated, with proposed updates included.

    Suggested Court response: Welcome the proposed updates but note that Ordinance 186 is not currently open for consultation as it is unaffected by the Governance Act. Ordinance 186 could be opened for consultation once the Ordinances affected by the Governance Act have been updated – this is the current priority for the University and the Scottish Government given the statutory deadline for compliance.

    ii) Registration of General Council Members: Ordinance 202 (Appendix 2)

    General Council comments: Submitted new text to update Paragraph 1 of Ordinance 202 (General Council Membership and Registration: Amendment of Ordinance 186) to reflect current arrangements for compiling the register of General Council members.

    Suggested Court response: Welcome the new text and agree to use it in place of previous text.

    iii) Election of Chancellor and Chairing of General Council Meetings: Ordinance 210 (Appendix 3)

    General Council comments: Noticed an oversight and propose a correction.

    Suggested Court response: Welcome this being brought to attention and agree to incorporate the correction.

iv) Composition of the Senatus Academicus: Ordinance 212 (Appendix 4)

General Council comments: None – content.

Suggested Court response: Thank the General Council Business Committee for their review.

Resource implications

9. Implementation of the Governance Act is expected to be met from within existing budgets.

Risk Management

10. The University's Statement of Risk Policy and Risk Appetite states that 'The University places great importance on compliance, and has no appetite for any breaches in statute, regulation' – compliance with the Governance Act is a statutory requirement and the draft Ordinances will help ensure that the University is compliant with the Governance Act before the deadline of the end of 2020.

Equality & Diversity

11. The changes to the General Council Ordinances relate to the new appointment process for General Council Assessors. This increases the number of Court members appointed by Court itself, increasing the ability of Court to actively improve the equality and diversity of its membership.

Next steps/implications

12. If Court approves the final draft Ordinances, they will be submitted to the Privy Council Office for approval by the Scottish Universities Committee and by Her Majesty in Council.

Consultation

13. The draft Ordinances have been reviewed informally by Scottish Government officials and legal advisers and have been subject to a statutory eight week open consultation with Senate, the General Council and other interested parties.

Further information

14. *Authors*   *Presenter*
    Lewis Allan and Kirstie Graham   Sarah Smith
    Court Services Office   University Secretary
    June 2019

Freedom of Information

15. Open paper.

THE UNIVERSITY *of* EDINBURGH

15 May 2019

Dr Lewis Allan
Head of Court Services
University of Edinburgh
Old College
South Bridge
Edinburgh
EH9 9YL

Dear Lewis,

Response to the Consultation on Draft Ordinances: General Council & Senate

The General Council delegates responsibility for its interests between statutory meetings to its Business Committee. The Business Committee of the General Council, reviewed the draft Ordinances at its meeting on May 9th, informed by work of its Constitutional Standing Committee. The following is thus the response of the General Council to the above consultation:-

The General Council appreciates that the focus of this consultation is on amendments to University Ordinances driven by the need for compliance with the Higher Education Governance (Scotland) Act 2016. However, the General Council is also aware of the durability of Ordinances and the infrequent opportunities to update them. Both these considerations have informed the response from the General Council to this consultation.

1. **Membership of the General Council**

   Extant Ordinance No. 202 which is the focus of the consultation, is itself an amendment of Ordinance No.186 which specifies the Membership of the General Council. No amendment has been proposed to Ordinance No.186. The General Council is of the view that this would also benefit from updating and asks that Court give this due consideration.

   Absolute clarity about General Council Membership is important (e.g. in defining eligibility for voting for the University Chancellor or for appointment as a General Council Court Assessor). The General Council would prefer that Ordinance No. 186 is up to date and unambiguous. This is not currently the case. Given the place the University gives the General Council in its wider community it would seem timely to ensure that membership of the General Council reflects this ethos.

Updating arrangements for former staff

Paragraph 1 (d) & (e) of Ordinance No.186 confer membership of the General Council on:
(d) former Members of Court and former Professors, and
(e) former Readers, Senior Lecturers and Lecturers who have retired after holding any such office in the University for a period of 3 years….

The extant Ordinance makes this membership conditional for *"those who have elected to pay the statutory registration fee, if any".*

The registration fee was abolished in 2012.

The inclusion of "if any" means this text is not incorrect but it does represent an out of date ambiguity. The General Council would prefer that this conditional clause be removed in the current process of updating Ordinances pertaining to its Membership and Registration, in the interest of clarity.

Correcting anomalies

The criteria for Membership of the General Council have not changed since 1992. It seems curious that the University singles out Honorary Fellows for Membership while excluding other more senior categories of Honorary Academic staff e.g. Honorary Professors, who serve the University and might equally be expected to have an interest in matters affecting the wellbeing and prosperity of the University.

Membership of the General Council is tacitly understood to be co-terminus with Honorary Fellowship but this is not made clear in the Ordinance.

Given the recognition of the invaluable role of professional services in the University it also seems anomalous that there is no offer of General Council Membership for senior staff employed in professional services, neither in post nor on retirement. The General Council asks Court whether it considers this discrepancy relative to academic staff to be appropriate.

2. **Registration of General Council Members**

Paragraph 1 of the Extant Ordinance No.202 does not reflect contemporary arrangements for the General Council Register.

The General Council asks Court to consider the following more radical amendment to paragraph 1, to reflect the University's secure management of this personal data in the digital age.

" The Register of Members of the General Council shall be maintained securely in electronic format. It shall be open to an individual to enquire whether their name and other details are included in the Register. No information will be divulged without satisfactory proof of identity. The Register of Members shall be conclusive evidence of: a) the right of any Member of the General Council to vote in the election of the Chancellor or in any other business in respect of which a vote of General Council members is required; b) the eligibility of applicants to be considered for appointment as General Council Assessors on the University Court and, (c) to stand for election to the General Council Business Committee.

3. Election of Chancellor and Chairing of General Council Meetings

In the Draft New Ordinance to replace Ordinance no. 210 there has been an oversight in paragraph 1, where the following provisions of the clause, from lines 3 -6, should be deleted i.e. :-
…..*" provided that, at any meeting of the Council held in furtherance of electing an Assessor or Assessors to the University Court, no member of the Senatus Academicus, member of staff of the University of Edinburgh or matriculated student of the University of Edinburgh shall preside."*

4. Composition of the Senatus Academicus

The General Council is content with the Draft New Senate Ordinance, proposed to replace Extant Ordinances 204 and 206.

The General Council respectfully requests that Court considers these points, particularly in relation to the composition of its Membership, in preparing the final draft Ordinances.

Yours sincerely

Ann M Smyth

Professor Ann M Smyth
Secretary of the General Council

Appendix 2 – ~~Amending~~ Ordinance to replace~~amend~~ Ordinance No. 202

~~[DRAFT]~~ UNIVERSITY OF EDINBURGH ORDINANCE No. 213~~XXX~~

~~AMENDMENT OF ORDINANCE 202~~
~~(~~GENERAL COUNCIL MEMBERSHIP AND REGISTRATION~~:~~
~~AMENDMENT OF ORDINANCE No 186)~~

At Edinburgh, the Seventeenth~~xxx~~ day of June~~xxx~~, Two thousand and nineteen~~xxx~~.

WHEREAS the University Court deems it expedient to amend the conditions under which the register of members of the General Council is to be maintained:

THEREFORE the University Court of the University of Edinburgh, in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, and with particular reference to paragraphs 1 and 5 of Part I of Schedule 2 to that Act, hereby statutes and ordains:

1. The Register of Members of the General Council shall be maintained securely in electronic format. It shall be open to an individual to enquire whether their name and other details are included in the Register. No information will be divulged without satisfactory proof of identity. The Register of Members shall be conclusive evidence of: a) the right of any Member of the General Council to vote in the election of the Chancellor or in any other business in respect of which a vote of General Council members is required; b) the eligibility of applicants to be considered for appointment as General Council Assessors on the University Court and, (c) to stand for election to the General Council Business Committee.

~~1~~2. ~~In section 1 of the said~~ Ordinance No 202 (General Council Membership and Registration: Amendment of Ordinance No 186 is hereby revoked~~, the fourth sentence be amended to omit the word 'fax' and the final sentence be amended to omit the words 'or of a General Council Assessor to the University Court'~~.

~~3~~2. This Ordinance shall come into force on the date on which it is approved by Her Majesty in Council.

IN WITNESS WHEREOF these presents are sealed with the Common Seal of the University Court of the University of Edinburgh and subscribed on behalf of the Court in terms of the Requirements of Writing (Scotland) Act 1995.

Professor Peter Mathieson
Member of the University Court

Sarah Smith
University Secretary

Approved by Order in Council, dated XXXX

Appendix 2 – Extant Ordinance No. 202 with proposed changes marked

UNIVERSITY OF EDINBURGH ORDINANCE No 202

GENERAL COUNCIL MEMBERSHIP AND REGISTRATION:
AMENDMENT OF ORDINANCE No 186

At Edinburgh, the Twenty-fifth day of March, Two thousand and two.

WHEREAS the Universities (Scotland) Act 1966, Section 10(1), provides that the University Court shall cause to be maintained a register of members of the General Council in accordance with provisions to be prescribed by Ordinance:

AND WHEREAS in terms of Sections 3 of the said Act and of paragraphs 1 and 5 of Part I of Schedule 2 thereto, the University Court has power to amend by Ordinance the composition, powers, and functions of, *inter alia*, the General Council, and to prescribe the conditions under which the register of members of the General Council is to be maintained:

AND WHEREAS the University Court deems it expedient to amend the conditions under which the register of members of the General Council is to be maintained:

THEREFORE the University Court of the University of Edinburgh, in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, and with particular reference to paragraphs 1 and 5 of Part I of Schedule 2 to that Act, hereby statutes and ordains:

1.   The Register of Members of the General Council shall be maintained securely in electronic format on computer.   The Registrar shall arrange for the annual revision of the Register of Members, and for this purpose the Register shall be closed on 10 December each year, or on such other date as the University Court may determine. The revised Register of Members shall be available to members for inspection in the University Library and in the office of the Registrar in a form to be determined by the University Court but which shall exclude addresses.   It shall be open to an individual to enquire by telephone, email, post, fax or in person whether their his or her name and other details are included in the Register. , but nNo information shallwill be divulged without satisfactory proof of the identity of the correspondent or caller. Subject to the provisions of Section 6 of Ordinance No 186, tThe revised Register of Members shall then be conclusive evidence during the twelve months immediately following 10 December of: a) the right of any member of the General Council to vote in the election of the Chancellor or of a General Council Assessor to the University Court or in any other business in respect of which a vote may be required at meetings of the General Council members is required; b) the eligibility of applicants to be considered for appointment as General Council Assessors on the University Court and, (c) to stand for election to the General Council Business Committee.

2.   Section 5 of Ordinance No 186 (General Council Membership and Registration) is hereby revoked.

3.   This Ordinance shall come into force on the date on which it is approved by Her Majesty in Council.

IN WITNESS WHEREOF these presents are sealed with the Common Seal of the University Court of the University of Edinburgh and subscribed on behalf of the Court in terms of the Requirements of Writing (Scotland) Act 1995.

Member of the University Court

Secretary to the University

Approved by Order in Council, dated 16 July 2002.

Appendix 3 – ~~Draft New~~ Ordinance to replace Ordinance No. 210

~~[DRAFT]~~ UNIVERSITY OF EDINBURGH ORDINANCE No. 214~~XXX~~

ELECTION OF CHANCELLOR AND CHAIRING OF GENERAL COUNCIL MEETINGS

At Edinburgh, the Seventeenth~~xxx~~ day of June ~~xxx~~, Two thousand and nineteen~~xxx~~.

WHEREAS the Universities (Scotland) Act 1966, Schedule 2, Part I, paragraph 1 empowers the University Court to amend the composition, powers and functions *inter alia* of the General Council and Schedule 2, Part I, paragraph 3 of that Act empowers the University Court to fulfil the purposes *inter alia* of section 14 of the Universities (Scotland) Act 1889 and section 14(4) of that Act includes as one of the purposes *inter alia* to regulate the time, place and manner of presenting and electing University officers:

THEREFORE the University Court, in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, and with particular reference to paragraphs 1 and 3 of Part I of Schedule 2 to that Act, hereby statutes and ordains:

Meetings of the General Council

1. At the meetings of the General Council, the Chancellor, whom failing the Rector, whom failing the Principal, whom failing the Chancellor's Assessor shall preside; and in the absence of all the said Officials the Chair shall be elected by the meeting~~, provided that, at any meeting of the Council held in furtherance of electing an Assessor or Assessors to the University Court, no member of the Senatus Academicus, member of staff of the University of Edinburgh or matriculated student of the University of Edinburgh shall preside~~. The Chair shall have a deliberative and a casting vote, and in case of an equality of votes, the Chair or any one appointed by the University Court to act for the Chair as hereinafter provided, shall have a casting vote. The Chair of the meeting shall decide all points of order.

Election of a Chancellor

2. (1) The Chancellor shall be elected for life by members of the General Council whose details are contained within the General Council Register by means of a single transferable vote system. The election shall be conducted in accordance with this Ordinance and arrangements determined from time to time by the Business Committee of the General Council.

    (2) When a vacancy occurs in the office of Chancellor, the Business Committee of the General Council shall fix the date by which nominations for a successor shall be received, hereinafter called the nomination day, such date to be no fewer than 90 days from the date of the vacancy. The Secretary of the General Council shall intimate the nomination day and the conditions for the nomination of candidates in accordance with the arrangements determined from time to time by the Business Committee of the General Council. No person who is a member of staff of the University of Edinburgh or who is a matriculated student of the University of Edinburgh shall be eligible for nomination for election as Chancellor.

    (3) The result of the election shall be transmitted to the Secretary of the University Court as soon as it is established and the said Secretary shall disseminate the said result within the University.

Validity of an election

3.   The validity of any election held in terms of this Ordinance shall not be affected by any defect in the procedure carrying out such election unless on the application of a candidate or an individual designated by the candidate to represent them to the Secretary of the General Council prior to the results of the election being declared, the Convener or Acting Convener of the Business Committee of the General Council shall after due enquiry declare the election invalid.

Incapacity of Chair or Secretary

4.   If the Chair of a meeting or the Secretary of the General Council is incapacitated by illness or otherwise from discharging the duties in reference to an election imposed by this Ordinance, or if the office of Secretary becomes vacant, the University Court in the case of the Chair of the meeting, and the Business Committee in the case of the Secretary, shall appoint a person to discharge such duties and the person so appointed shall, so far as the purposes of the election are concerned, act as, and be deemed to be, Chair of the meeting or Secretary, as the case may be.

Revocation of Ordinances

5.   On the date on which this Ordinance comes into force, Ordinance No. 210 (Election of Chancellor and General Council Assessors and Chairing of General Council Meetings) shall be revoked.

Effective date

6.   This Ordinance shall come into force on the date on which it is approved by Her Majesty in Council.

IN WITNESS WHEREOF these presents are sealed with the Common Seal of the University Court of the University of Edinburgh and subscribed on behalf of the Court in terms of the Requirements of Writing (Scotland) Act 1995.

Professor Peter Mathieson
Member of the University Court

Sarah Smith
University Secretary

Approved by Order in Council, dated XXXX

Appendix 3 – Existing Ordinance No. 210 with proposed changes marked

UNIVERSITY OF EDINBURGH ORDINANCE No. ~~210~~

ELECTION OF CHANCELLOR ~~AND GENERAL COUNCIL ASSESSORS~~ AND CHAIRING OF GENERAL COUNCIL MEETINGS

At Edinburgh, the ~~Twentieth day of June~~, Two thousand and ~~eleven~~.

WHEREAS the Universities (Scotland) Act 1966, Schedule 2, Part I, paragraph 1 empowers the University Court to amend the composition, powers and functions *inter alia* of the General Council and Schedule 2, Part I, paragraph 3 of that Act empowers the University Court to fulfil the purposes *inter alia* of section 14 of the Universities (Scotland) Act 1889 and section 14(4) of that Act includes as one of the purposes *inter alia* to regulate the time, place and manner of presenting and electing University officers:

~~AND WHEREAS the University Court on the recommendation of the General Council deems it expedient to alter the arrangements for the election of the Chancellor and for the election of Assessors nominated by the General Council to serve on the University Court as presently governed by University of Edinburgh Ordinance No. 198 as amended by University of Edinburgh Ordinance No. 205;~~

THEREFORE the University Court, in exercise of the powers conferred upon it by Section~~s~~ 3 ~~and 4~~ of the Universities (Scotland) Act 1966, and with particular reference to paragraphs 1 and 3 of Part I of Schedule 2 to that Act, hereby statutes and ordains:

Meetings of the General Council

1. At the meetings of the General Council, the Chancellor, whom failing the Rector, whom failing the Principal, whom failing the Chancellor's Assessor shall preside; and in the absence of all the said Officials the Chair shall be elected by the meeting~~, provided that, at any meeting of the Council held in furtherance of electing an Assessor or Assessors to the University Court, no member of the Senatus Academicus, member of staff of the University of Edinburgh or matriculated student of the University of Edinburgh shall preside~~. The Chair shall have a deliberative and a casting vote, and in case of an equality of votes, the Chair or any one appointed by the University Court to act for the Chair as hereinafter provided, shall have a casting vote. The Chair of the meeting shall decide all points of order.

Election of a Chancellor

2.   (1) The Chancellor shall be elected for life by members of the General Council whose details   are contained within the General Council Register by means of a single transferable vote system. The election shall be conducted in accordance with this Ordinance and arrangements   determined from time to time by the Business Committee of the General Council.

(2) When a vacancy occurs in the office of Chancellor, the Business Committee of the General Council shall fix the date by which nominations for a successor shall be received, hereinafter called the nomination day, such date to be no fewer than 90 days from the date of the vacancy. The Secretary of the General Council shall intimate the nomination day and the conditions for the nomination of candidates in accordance with the arrangements determined from time to time by the Business Committee of the General Council. No person who is a member of staff of the University of Edinburgh or who is a matriculated student of the University of Edinburgh shall be eligible for nomination for election as Chancellor.

(3) The result of the election shall be transmitted to the Secretary of the University Court as soon as it is established and the said Secretary shall disseminate the said result within the University.

~~Election of General Council Assessors~~

~~3.~~ ~~(1) In the ordinary course and rotation, Assessors shall be elected every two years by members of the General Council whose details are contained within the General Council Register, other than those who are also members of the Senatus Academicus of the University of Edinburgh. The Assessors shall be elected in accordance with this Ordinance and arrangements for the election of General Council Assessors as determined from time to time by the Business Committee of the General Council.~~

~~(2) Only members of the General Council can be nominated for election as a General Council Assessor. No member of the Senatus Academicus or member of staff of the University of Edinburgh or a matriculated student of the University of Edinburgh shall be eligible for nomination for election as a General Council Assessor not withstanding that they may be a member of the General Council.~~

~~(3) Assessors shall be elected to serve for a period of office of four years and while eligible for re- nomination shall only be eligible for re-nomination for one consecutive period of office.~~

~~(4) In the case of a vacancy arising from the resignation, death or legal incapacity of an Assessor or upon an elected Assessor becoming a member of the Senatus Academicus, a member of staff of the University of Edinburgh or a matriculated student of the University of Edinburgh, the Business Committee of the General Council shall determine the appropriate course of action.~~

~~(5) The result of an election shall be transmitted to the Secretary of the University Court as soon as it is established and the said Secretary shall disseminate the said result within the University.~~

Validity of an election

4.   The validity of any election held in terms of this Ordinance shall not be affected by any defect in the procedure carrying out such election unless on the application of a candidate or an individual designated by the candidate to represent them to the Secretary of the General Council prior to the results of the election being declared, the Convener or Acting Convener of the Business Committee of the General Council shall after due enquiry declare the election invalid.

Incapacity of Chair or Secretary

5.   If the Chair of a meeting or the Secretary of the General Council is incapacitated by illness or otherwise from discharging the duties in reference to an election imposed by this Ordinance, or if the office of Secretary becomes vacant, the University Court in the case of the Chair of the meeting, and the Business Committee in the case of the Secretary, shall appoint a person to discharge such duties and the person so appointed shall, so far as the purposes of the election are concerned, act as, and be deemed to be, Chair of the meeting or Secretary, as the case may be.

Appendix 3 – Existing Ordinance No. 210 with proposed changes marked

Revocation of Ordinances

6.   On the date on which this Ordinance comes into force, ~~Ordinance No. 198 (Election of Chancellor and General Council Assessors) and Ordinance No. 205 (Election of General Council Assessors - Amendment of Ordinance No. 198) shall be revoked.~~<u>Ordinance No. 210 (Election of Chancellor and General Council Assessors and Chairing of General Council Meetings) shall be revoked.</u>

Effective date

7.   This Ordinance shall come into force on the date on which it is approved by Her Majesty in Council.

IN WITNESS WHEREOF these presents are sealed with the Common Seal of the University Court of the University of Edinburgh and subscribed on behalf of the Court in terms of the Requirements of Writing (Scotland) Act 1995.

Professor ~~Sir Timothy O'Shea~~<u>Peter Mathieson</u>

Member of the University Court

~~Dr Kim Waldron~~ <u>Sarah Smith</u>

University Secretary

Approved by Order in Council, dated ~~12 October 2011.~~

[DRAFT] UNIVERSITY OF EDINBURGH ORDINANCE No. 212XXX

COMPOSITION OF THE SENATUS ACADEMICUS

At Edinburgh, the xxxSeventeenth Day of Junexxx, Two thousand and nineteenxxx.

WHEREAS the Universities (Scotland) Act 1966, Schedule 2, Part I, paragraph 1, empowers the University Court to amend the composition of the Senatus Academicus, which is at present regulated by the Universities (Scotland) Act 1858, Section 5, and by University of Edinburgh Ordinance No. 204 (Composition of the Senatus Academicus) as amended by University of Edinburgh Ordinance No. 206 (Composition of the Senatus Academicus – Amendment of Ordinance No. 204):

AND WHEREAS the University Court deems it expedient to amend the composition of the Senatus Academicus in order that it may comply with the requirements of the Higher Education Governance (Scotland) Act 2016:

THEREFORE the University Court, in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, and with particular reference to paragraphs 1 and 4 of Part I of Schedule 2 to that Act, hereby statutes and ordains:

1. The Principal of the University shall preside at any meeting of the Senatus Academicus.

2. The University Court will specify posts or offices, the holders of which shall be members of the Senatus Academicus during their tenure of that post or office, provided that such specified offices:
   a. include the Principal, Heads of Colleges and Heads of Schools of the University in accordance with section 15 of the Higher Education Governance (Scotland) Act 2016;
   b. do not exceed 80 in total.

3. Academic staff members who hold appointments from the University Court, as attested by a contract of employment issued by the University, shall elect from their own number to serve as members of the Senatus Academicus provided:
   a. that the total number of such members shall be 200, 100 of whom shall be elected Professors of the University, and 100 of whom shall be elected non-Professorial academic staff members of the University;
   b. that the academic staff members to be elected to membership of the Senatus Academicus in terms of section 3 of this Ordinance shall not include any academic staff members who hold any of the posts or offices referred to in section 2 of this Ordinance.

4. An academic staff member elected under section 3 of this Ordinance shall remain a member of the Senatus Academicus for a period determined by the Senatus Academicus and not exceeding three years from the first day of August of the year of election and shall be eligible for re-election for the same period provided that:
   a. an academic staff member elected under section 3 of this Ordinance shall demit office on ceasing to hold a contract of employment issued by the University;
   b. an academic staff member elected under section 3 of this Ordinance may resign membership at any time.

5. Students at the University shall elect 30 persons from their own number to serve as members of Senatus Academicus, in accordance with section 15 of the Higher Education Governance (Scotland) Act 2016.

6. A student member elected under section 5 of this Ordinance shall remain a member of the Senatus Academicus for a period of one year from a date which shall from time to time be determined by the University Court on the recommendation of the Senatus Academicus, and shall be eligible for re-election for the same period provided that:
   a. a student member elected under section 5 of this Ordinance shall demit office on ceasing to be a student at the University;
   b. a student member elected under section 5 of this Ordinance may resign membership at any time.

7. Elections for academic staff members shall be held annually on dates to be fixed by the Senatus Academicus to fill vacancies for elected members occurring in the normal course and shall be conducted in accordance with the rules determined by the University Court in accordance with section 16 of the Higher Education Governance (Scotland) Act 2016 and on the recommendation of the Senatus Academicus.

8. Elections for student members shall be held annually on dates to be fixed by the Senatus Academicus to fill vacancies for elected members occurring in the normal course. Elections for student members shall be conducted by the Students' Association, under the supervision of the Senatus Academicus, in accordance with rules made by the University Court, in accordance with section 16 of the Higher Education Governance (Scotland) Act 2016.

9. The number of members elected under sections 3 and 5 of this Ordinance shall comprise more than 50 per cent of the membership of the Senatus Academicus in accordance with section 15 of the Higher Education Governance (Scotland) Act 2016.

10. In accordance with section 17 of the Higher Education Governance (Scotland) Act 2016, the validity of the proceedings of the Senatus Academicus shall not be affected by any:
    a. vacancy in membership (or category of membership);
    b. defect in the appointment of a member.

11. On the date on which this Ordinance comes into force, Ordinance No. 204 (Composition of the Senatus Academicus) and Ordinance No. 206 (Composition of the Senatus Academicus – Amendment of Ordinance No. 204) shall be revoked.

12. This Ordinance shall come into force after its approval by Her Majesty in Council on a date to be determined by the University Court acting upon the recommendation of the Senatus Academicus.

IN WITNESS WHEREOF these presents are sealed with the Common Seal of the University Court of the University of Edinburgh and subscribed on behalf of the Court in terms of the Requirements of the Writing (Scotland) Act 1995.

Professor Peter Mathieson
Member of the University Court

Sarah Smith
University Secretary

Approved by Order in Council, dated XXXX

THE UNIVERSITY *of* EDINBURGH

UNIVERSITY COURT

17 June 2019

Implementing the Prevent Duty: June 2019 Update

Description of paper
1.   This short annual report updates Court on the implementation of the Prevent duty at the University from July 2018 to June 2019.

Action requested/Recommendation
2.   Court is invited to note that the University has implemented the Prevent duty, in line with the guidance published jointly by the Home Office and the Scottish Government.

Background and context
3.   The Counter-Terrorism and Security Act (2015) imposes a duty on universities and other public bodies to have due regard to need to prevent people being drawn into terrorism. This duty is commonly referred to as "the Prevent duty".

4.   Under the guidance published for Scottish universities, "Monitoring and Enforcement" is understood to be the responsibility of each institution's governing body. Court is asked to note that the University has implemented the Prevent duty in line with the guidance published jointly by the Home Office and the Scottish Government:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/445921/Prevent_Duty_Guidance_For_Higher_Education__Scotland_-Interactive.pdf

Paragraph 5 has been removed as exempt from release due to FOI.

Resource implications
6.   No resource implications other than staff time involved in implementing the policy and process changes.

Risk Management
7.   The University is required to comply with the relevant legislation whilst ensuring that other statutory duties such as freedom of expression, academic freedom and equality duties are also upheld.

Equality & Diversity
8.   An Equality Impact Assessment has been carried out in implementation of the Prevent duty, and equality and diversity is taken into consideration on a case-by-case basis by the University Compliance Group.

Next steps/implications
9.   In line with discussions at Court in September 2015, the University has continued to approach implementation of the Prevent duty in a proportionate manner.

Consultation

10. The report will also be submitted to the University Executive for review.

Further information

11. *Author & Presenter*
    Gavin Douglas
    Deputy Secretary, Student Experience
    June 2019

Freedom of Information

12. Closed paper.

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Education Act 1994

Description of paper
1.   This paper summarises the Certificate of Assurance supplied by the Edinburgh University Students' Association to demonstrate University compliance with the requirements of the Education Act 1994 (the Act).

Action requested/Recommendation
2.   Court is invited to note the changes to the Certificate of Assurance and be assured of current compliance.

Background and context
3.   Section 22 of the Education Act (1994) requires that the Governing Body of every establishment shall take such steps as are reasonably practicable to secure that any students' union operates in a fair and democratic manner and is accountable for its finances. Governing Bodies are also required to ensure that there is adequate publicity for the requirements of the Act, through the issuing of a Code of Practice which sets out how arrangements are made to both secure its observance, and through the provision of information to intending and matriculated students about the right to opt out of student membership.

Discussion
4.   Court is provided with assurance each year that the University is compliant with the provisions of the Education Act in relation to the activities of the Students' Association. In 2018/19 there have only been minor administrative updates following a significant review, in 2016/17, of the Code of Practice that articulates the compliance.

5.   The Students' Association complaints process has been reviewed and simplified in the last year. Court is assured this remains compliant with the Act, with the provision maintained for a right of appeal to the University Secretary (or their nominee) and the subsequent right of appeal to an independent person appointed by University Court.

6.   No significant matters have arisen which require to be specifically raised, and Court can be assured of current compliance with the Act.

Resource implications
7.   There are no specific or additional resource implications associated with this paper.

Risk Management
8.   There are no specific risk implications associated with the paper although some reputational risk may be relevant to certain items.

Equality & Diversity

9. Due consideration to equality and diversity has been given to ensure compliance with the Act.

Next steps/implications

10. The completion of the Certificate of Assurance at the end of each academic year will be supported by a review of actions/processes in place to fulfil the key requirements of the Act. This will be updated by the Students' Association and presented at the last meeting of Court in each academic year.

Consultation

11. This paper has been reviewed by Students Association colleagues and the Deputy Secretary, Student Experience.

Further information

12. Further information is available from Stephen Hubbard, Chief Executive Officer, Students Association. The Education Act 1994 is available online at http://www.legislation.gov.uk/ukpga/1994/30/part/II

13. *Author*   *Presenter*
    Stephen Hubbard   Gavin Douglas
    CEO, Edinburgh University Students'   Deputy Secretary, Student Experience
    Association

    Gavin Douglas
    Deputy Secretary, Student Experience

Freedom of Information

14. Open paper.

THE UNIVERSITY of EDINBURGH

UNIVERSITY COURT

17 June 2019

Annual Recognition of Alumni Clubs

Description of paper
1.   This paper recommends the renewed formal recognition of University of Edinburgh alumni clubs as outlined in the initial Court paper approved in February 2018.

Action requested/Recommendation
2.   Court is invited to renew recognition of the eight University of Edinburgh alumni clubs currently recognised.

Background and context
3.   Court approved a paper on the Governance of Alumni Clubs in February 2018, which set out proposals to introduce a more systematic approach to the development and support of the range of alumni groups acting on behalf of the University in locations around the world and to manage the reputational risk involved.

4.   A phased implementation is being undertaken and eight well-established alumni clubs have been approved for formal recognition to date, an initial seven alumni clubs in June 2018 followed by one other in October 2018.

5.   We have a further 40 informal alumni groups and 16 regional alumni contacts in locations across the world. Over the past 12 months the Alumni Relations team have supported over 100 alumni events around the world with local alumni clubs and groups constituting an important proportion of this activity.

Discussion
6.   Our alumni club network continues to grow and develop with further work being undertaken in collaboration with key alumni volunteers to ensure that the support and guidance provided is appropriate and enables the growth of an active global alumni community. Development & Alumni are building on and developing new opportunities to engage alumni clubs, particularly our formally recognised clubs, in strategic activities with examples including the Insights Programme and a new initiative to engage current students on exchange with local alumni in the region they are visiting.

7.   The following eight clubs are recommended for renewed formal recognition as we are satisfied that they continue to meet the criteria identified as essential to a thriving and effective club.
   • Edinburgh University Club of Toronto (EDUCT)
   • Edinburgh University Boston Club
   • Edinburgh University Club of New York
   • Edinburgh University Alumni Club of Washington DC
   • Edinburgh University Club of London
   • Edinburgh University Brussels Society
   • University of Edinburgh London Alumni Network
   • University of Edinburgh Alumni Association of Hong Kong

Resource implications

8. There are no specific resource implications associated with the paper.

Risk Management

9. There are no significant risk implications arising from this paper.

Equality & Diversity

10. No Equality and Diversity issues are identified.

Next steps/implications

11. Development & Alumni will continue their work to develop the network of active alumni clubs and groups, particularly those in priority locations, with a view to submitting further alumni clubs for formal recognition in due course.

12. A further stream of programme development has been implemented to support the growth of less established alumni clubs and increase engagement in priority strategic areas such as student experience, recruitment and employability programming.
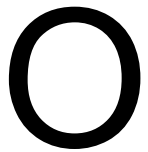
Consultation

13. This paper has been prepared by the Alumni Relations team and approved by the Vice-Principal Philanthropy & Advancement.

Further information

14. *Author*
    Grant Spence
    Director of Alumni Relations

Freedom of Information

15. Open paper.

THE UNIVERSITY *of* EDINBURGH

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UNIVERSITY COURT

17 June 2019

Donations and Legacies; Global Alumni Events

Description of paper

1. A report on legacies and donations received by the University of Edinburgh Development Trust from 6 April 2019 to 31 May 2019.

2. For the first time, this paper also now includes information on upcoming global alumni events in response to Court's request for sight of these to enable Court member attendance if in the vicinity at the time.

Action requested/Recommendation

3. Court is invited to note the legacies and donations received and the details of upcoming global alumni events.

Paragraphs 4-7 have been removed as exempt from release due to FOI.

8. Global Alumni Events[1]

The following events will take place from June 2019 – December 2019:

Reykjavík, Iceland Alumni networking reception	24 June 2019
Copenhagen, Denmark Alumni networking reception	26 June 2019
Sydney, Australia Alumni reception, hosted by Professor David Argyle	12 July 2019
Boston, USA Alumni reception, hosted by Professor Peter Mathieson	16 July 2019
North America Pre-departure events in Boston, Toronto, San Francisco, New York, Los Angeles, Washington DC, Chicago & Houston to welcome new students to the University community	5-12 August 2019
Ottawa, Canada Alumni reception (in collaboration with other Scottish universities)	4 October 2019
Toronto, Canada Alumni reception (in collaboration with other Scottish universities)	7 October 2019
Louisville, KY, USA Alumni reception	26 October 2019
New York, USA A University-wide visit to a priority city region	11&12 November 2019

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[1] These events are the University-led, open-to-all, larger alumni events confirmed as taking place during the next six months.

Resource implications

9. There are no specific resource implications associated with this paper. The funds received will be appropriately managed in line with the donors' wishes.

Risk Management

10. There are policies and procedures in place to mitigate risks associated with funding activities including the procedure for the ethical screening of donations.

Equality & Diversity

11. There are no specific equality and diversity issues associated with the paper. Cognisance is however taken of the wishes of donors' to ensure these reflect the University's approach to equality and diversity and that these comply with legal requirements.

Next steps/implications

12. The University is grateful for the support provided to enable it to continue to provide high quality learning and research.

Consultation

13. This paper has been reviewed and approved by Chris Cox, Vice-Principal Philanthropy & Advancement and Executive Director of Development & Alumni.

Further information

14. *Authors*
    Gregor Hall
    Finance Manager

    Mariana West
    Global Alumni Networks Manager
    Development & Alumni

Freedom of Information

15. Closed paper.

THE UNIVERSITY of EDINBURGH

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UNIVERSITY COURT

17 June 2019

Resolutions

Description of paper
1.   This paper invites Court to approve Resolutions to establish chairs, change the names of existing chairs and update regulations in accordance with the agreed internal arrangements and the requirements set out in the Universities (Scotland) Act 1966.

Action requested/Recommendation
2.   Court is invited to approve the Resolutions presented in final format.

Background and context
3.   In accordance with the Universities (Scotland) Act 1966, Court has powers exercisable by Resolution in respect of a number of matters. The Act also stipulates that Senate, the General Council and any other body or person having an interest require to be consulted on draft Resolutions throughout the period of a month with the months of August and September not taken into account when calculating the consultation period.

Discussion
4.   At its February meeting, Court considered Resolution No. 7/2019: Code of Student conduct in draft form and at its April meeting, considered:
- Resolution No. 14/2019: Undergraduate Degree Programme Regulations;
- Resolution No. 15/2019: Postgraduate Degree Programme Regulations; and,
- Resolution No. 16/2019: Higher Degree Programme Regulations

in draft form, including an explanation of the key changes proposed. The draft Resolutions were referred to the General Council and Senate for consultation, with no observations received. The draft Resolutions creating Chairs were also referred to the General Council, Senate and more widely for consultation, resulting in minor rewording of some Chair titles.

5.   In accordance with the agreed processes and with no further observations having been received from Senate, the General Council or any other body or person having an interest, Court is invited to approve the following Resolutions:

Resolution No. 7/2019:	Code of Student Conduct
Resolution No. 8/2019:	Foundation of a Baillie Gifford Chair of Ethics of Data and Artificial Intelligence
Resolution No. 9/2019:	Foundation of a Personal Chair of Numerical Analysis
Resolution No. 10/2019:	Alteration of the title of the Chair of Black Studies
Resolution No. 11/2019:	Foundation of a Personal Chair of Africana Philosophy and Black Male Studies
Resolution No. 12/2019:	Foundation of a Chair of Design Informatics
Resolution No. 13/2019:	Foundation of a Personal Chair of Applied Economics
Resolution No. 14/2019:	Undergraduate Degree Programme Regulations
Resolution No. 15/2019:	Postgraduate Degree Programme Regulations
Resolution No. 16/2019:	Higher Degree Programme Regulations
Resolution No. 17/2019:	Foundation of a Personal Chair of Global and African History

Resolution No. 19/2019: Foundation of a Personal Chair of Greek History
Resolution No. 20/2019: Foundation of a Personal Chair of Personal Chair of Speech, Language and Cognition
Resolution No. 21/2019: Foundation of a Personal Chair of Natural Science and Theology
Resolution No. 22/2019: Foundation of a Personal Chair of Environmental Law
Resolution No. 23/2019: Foundation of a Personal Chair of Emotions and Society
Resolution No. 24/2019: Foundation of a Personal Chair of Anthropology of Migration
Resolution No. 25/2019: Foundation of a Personal Chair of Public Health in Social Science
Resolution No. 26/2019: Foundation of a Personal Chair of Pacific and Postcolonial Literature
Resolution No. 27/2019: Foundation of a Personal Chair of School Exclusion and Restorative Practice
Resolution No. 28/2019: Foundation of a Personal Chair of University Education
Resolution No. 29/2019: Foundation of a Personal Chair of Experimental Neuropsychology
Resolution No. 30/2019: Foundation of a Personal Chair Italian and Comparative Studies
Resolution No. 31/2019: Foundation of a Personal Chair of Place-Based Education
Resolution No. 32/2019: Foundation of a Personal Chair of Language Development
Resolution No. 33/2019: Foundation of a Personal Chair of Political History
Resolution No. 34/2019: Foundation of a Personal Chair of Uncertainty Modelling
Resolution No. 35/2019: Foundation of a Personal Chair of Cognitive Linguistics
Resolution No. 36/2019: Foundation of a Personal Chair of Renaissance Visual and Material Cultures
Resolution No. 37/2019: Foundation of a Personal Chair of Critical Design and Architectural Culture
Resolution No. 38/2019: Foundation of a Personal Chair of Molecular Diagnostics and Infection
Resolution No. 39/2019: Foundation of a Personal Chair of Equine Cardiology
Resolution No. 40/2019: Foundation of a Personal Chair of Host Defence and Inflammation Biology
Resolution No. 41/2019: Foundation of a Personal Chair of Avian Biology
Resolution No. 42/2019: Foundation of a Personal Chair of Cancer Epidemiology and Global Health
Resolution No. 43/2019: Foundation of a Personal Chair of Epigenetics and Metabolism
Resolution No. 44/2019: Foundation of a Personal Chair of Diabetic Medicine
Resolution No. 45/2019: Foundation of a Personal Chair of Global Surgery and Data Science
Resolution No. 46/2019: Foundation of a Personal Chair of Medical Education
Resolution No. 47/2019: Foundation of a Personal Chair of Glaciology and Geophysics
Resolution No. 48/2019: Foundation of a Personal Chair of Microbial Genetics and Biotechnology
Resolution No. 49/2019: Foundation of a Personal Chair of Complex Systems
Resolution No. 50/2019: Foundation of a Personal Chair of Medical and Biological Spectroscopy
Resolution No. 51/2019: Foundation of a Personal Chair of Supramolecular Chemistry
Resolution No. 52/2019: Foundation of a Personal Chair of Applied Biology
Resolution No. 53/2019: Foundation of a Personal Chair of Bacterial Systems Biology

Resolution No. 54/2019: Foundation of a Personal Chair of Environmental Geochemistry
Resolution No. 55/2019: Foundation of a Personal Chair of Mathematical Biology
Resolution No. 56/2019: Foundation of a Personal Chair of Computer Graphics
Resolution No. 57/2019: Foundation of a Personal Chair of Networked Systems
Resolution No. 58/2019: Foundation of a Personal Chair of Biology Education
Resolution No. 59/2019: Foundation of a Personal Chair of Environment and Society
Resolution No. 60/2019: Foundation of a Personal Chair of Computational Chemistry
Resolution No. 61/2019: Foundation of a Personal Chair of Dispersive Equations
Resolution No. 62/2019: Foundation of a Personal Chair of Gravitational Dynamics
Resolution No. 63/2019: Foundation of a Personal Chair of Artificial Intelligence
Resolution No. 64/2019: Foundation of a Personal Chair of Chemistry Education
Resolution No. 65/2019: Foundation of a Personal Chair of Health Geographies
Resolution No. 66/2019: Foundation of a Personal Chair of Machine Learning and Computer Vision

6. The full text of the Resolutions is at:
https://www.wiki.ed.ac.uk/display/UCC/University+Court

Resource implications
7. There are no specific resource implications associated with this paper. Part of the approval process involved confirmation of the funding in place to support new Chairs.

Risk Management
8. There are reputational considerations in establishing and renaming Chairs and updating regulations, which are considered as part of the University's approval processes.

Equality & Diversity
9. There are no specific equality and diversity issues associated with this paper. However equality and diversity best practice and agreed procedures are adopted in appointing individuals to Chairs.

Next steps/implications
10. Senate and the General Council will be notified that these Resolutions have been approved. The list of approved Resolutions is annually reviewed and published on the University's website.

Consultation
11. Senate and the General Council have been asked for observations and a notice has been displayed on the Old College noticeboard and published on the website to enable observation from any other body or person having an interest to express observations.

Further information
12. _Author_
Kirstie Graham, Deputy Head of Court Services

Freedom of Information
13. Open paper.