

UNIVERSITY OF DUNDEE**UNIVERSITY COURT**

A meeting of the University Court was held on 18 February 2013.

Present: Mr EF Sanderson (in the Chair), Principal Professor CP Downes, Professor RJ Abboud, Professor SM Black, Emeritus Professor A Burchell, Ms SC Campbell, Mr J Elliot, Professor TA Harley, Mr IA Kennedy, Ms S Krawczyk, Dr J Lowe, Dr H Marriage, Professor GJ Mires, Ms CA Potter, Dr AD Reeves, Mr KA Richmond, and Mr IDM Wright.

In Attendance: University Secretary; Vice-Principal & Head of the College of Arts & Social Sciences (Minute 47), Director of External Relations; Director of Finance; Director of Human Resources; Director of Policy, Governance & Legal Affairs; Lady Fiona Fraser (Minute 46); and Clerk to Court.

Apologies: Mr M Arnott, Mr R Burns, Lord Provost Mr R Duncan, Ms J McGovern, Mr KAC Swinley, Dr AM Roger.

The Chair welcomed Professor Trevor Harley to his first Court meeting following his election to Court by the Senatus Academicus. The Court also expressed its thanks to Mr Mike Arnott, who, having served on Court as Rector's Assessor for 6 years, would demit office once a suitable successor had been identified.

45. MINUTES

The Court decided: to approve the minutes of the meeting on 10 December 2012.

46. MATTERS ARISING**(1) Update on SFC Investment Proposals 2013/14 (Minute 23(1))**

The University Secretary updated the Court on the outcome of the Scottish Funding Council (SFC) Investment Proposals. The Court noted that in addition to the previously reported award of 245 undergraduate places, the SFC had since awarded 49 taught postgraduate places to the University. This latter figure was lower than had been expected, but overall the result was seen as a good outcome for the University and officers were now focused on the significant challenge of filling these 'in-year' places.

The Court decided: to note the update.

(2) Senior Appointments (Minute 23(2))**(a) Appointment of VP-Learning & Teaching**

The Principal informed the Court that Professor Karl Leydecker of the University of Kent had been appointed as the Vice-Principal for Learning

& Teaching. Professor Leydecker was expected to take up the position in July 2013, and members of the Court noted that Professor David Coates would remain Deputy Principal of Learning & Teaching until that time. Court members expressed their thanks for the contribution made by Professor Coates to the area of Learning & Teaching in his role as Deputy Principal.

The Court decided: to ratify the decision of the interview panel, under powers delegated to it by the Court, to appoint Professor Leydecker as Vice-Principal for Learning & Teaching in accordance with the University Charter (§6.2).

(b) Appointment of Dean of Engineering, Physics & Mathematics

The Principal informed the Court that an internal candidate, Professor Timothy Newman, had been appointed Dean of Engineering, Physics & Mathematics (EPM). Professor Newman had proved to be a strong candidate, with an ambitious vision for the future of the School.

The Court decided: to note the appointment.

(c) Appointment of Dean of the School of Business

The Court noted that interviews for this position had now been concluded, and that a further update would be provided once the outcome of an offer to an external candidate had been confirmed. The Chairman informed the Court that he had recently visited the School of Business and saw that there was an opportunity for the new appointment to lead significant transformation in this area.

The Court decided:

- (i) to await further updates on the appointment; and
- (ii) to ask that the newly appointed Deans be invited to present their visions for their respective Schools to the Court in six to nine months' time.

47. **JACQUI WOOD CANCER CENTRE**

The Chair of the Ninewells Cancer Campaign (NCC), Lady Fiona Fraser provided the Court with an update on the progress of the Jacqui Wood Cancer Centre campaign, along with an overview of NCC activities since its establishment in 1999. In doing so, she highlighted that over the last 14 years the NCC had managed five campaigns, raising a total of £19m. These campaigns were locally focused, and had led to the funding of positions and equipment at a rate sooner than would have been possible using research grants and university funding alone. Following the death of Jacqui Wood two years previously, the NCC had launched the Jacqui Wood Cancer Centre campaign which aimed to bring cancer-based researchers across the University onto one site for the first time. The appeal target had been set at £2m, and at the time of the

meeting £1.77m had been raised. Lady Fraser confirmed that the official opening of the Centre would be on 3 May 2013.

The Court decided: to thank Lady Fraser for her presentation, noting the exceptional work of the NCC, and to congratulate her and her colleagues on their success with the current appeal.

48. **VISION – COLLEGE OF ARTS & SOCIAL SCIENCES**

The Vice-Principal & Head of the College of Arts and Social Sciences (CASS) presented to Court his vision for the future of the College. In doing so he highlighted the strong affinity between the University Vision and the College mission statement that had been developed when the College was created in 2006. The Court noted that the College consisted of seven Schools (and 11 disciplines), with around 350 full-time equivalent (FTE) staff members, 10,000 undergraduate students (49% of the total University undergraduate population), and 1800 postgraduate students -accounting for a significant proportion of the University's taught postgraduate student numbers.

The Vice-Principal told the Court that the College had a strong focus on education and training in the professions, with a number of internationally recognised niche programmes in these areas. Over the past five years the College had looked to increase unregulated income, to increase research income, and to broaden its recruitment demographic. Progress had also been made in reducing the reliance of the College on Scottish Funding Council (SFC) income. The Vice-Principal went on to highlight the contribution of the College to the University surplus, where after the allocation of infrastructure costs an increase of £916k (42%) had been noted since 2008/09.

The Vice-Principal introduced the College's response to the 'University Strategy to 2017'. This response had been organised into five areas: to educate, to enhance lives & society, to nurture and unleash talent, to inform, and to create tomorrow's leaders. In doing so, he highlighted the College's focus on contributing to the recruitment of students from the most deprived 40% of the population (known as 'MD40'); on the partnership with the Dundee Rep Theatre; the part-time and evening degree programmes; and on its niche taught postgraduate programmes. He told the Court that taught postgraduate recruitment across the College was projected to rise, and that the development of overseas partnerships would be crucial in achieving this. In response to questions, the Vice-Principal assured the Court that the College had strategically built upon existing capacity to ensure that the projected expansion was feasible and sustainable.

The College was also working towards building research capacity and strength across its disciplines, with the Scottish Institute for Policing Research, and the Centre for Environmental Change & Human Resilience being examples of initiatives in this area. The Court noted that the College's total research income had increased over time, despite the challenging research funding environment within the Humanities and Social Sciences. This had, the Vice-Principal said, been achieved as a result of the College's approach to research which aimed to ensure that all research carried out was of the highest calibre and likely to achieve external funding, and that every new academic appointment was accompanied by both an academic and a business case.

He told Court members that there was an anticipation of a 65% research output at 3*/4* for submission in the Research Excellence Framework 2014.

The Vice-Principal also highlighted the public lecture series, and initiatives within the Employability, Enterprise, Entrepreneurship agenda that had been instigated within the College – including the Enterprise Gym and the Dundee Graduate Skills Award. Court members also noted that the National Student Survey (NSS) results for the Schools within the College were above or close to NSS highest scores, demonstrating student satisfaction with the programmes on offer.

Noting the recent upgrades to teaching accommodation in the College of Medicine, Dentistry & Nursing (as viewed by members of the Court attending a tour of Ninewells facilities before the meeting of Court), the Vice-Principal highlighted the need to ensure that the same high standards were achieved across the University for all disciplines.

The Court decided: to thank the Vice-Principal for his presentation.

49. **RECTORAL ELECTION**

The Court noted that as the only nominee, Dr Brian Cox CBE had been duly elected as Rector of the University for a second term of three years to February 2016. The President of the Dundee University Students' Association (DUSA) updated the Court on the process of identifying an Assessor to replace Mr Mike Arnott, who, having served on Court for six years, would demit office once a successor had been identified. The President was hoping to meet with a suitable candidate in the near future, and would update Court in due course.

The Court decided:

- (i) to congratulate the Rector on his re-election; and
- (ii) to await further updates on the appointment of a Rector's Assessor on Court to succeed Mr Arnott.

50. **CHAIRMAN'S REPORT**

The Chairman reported that since the last meeting of Court he had visited a number of academic schools, including the School of Business, and the Duncan of Jordanstone College of Art & Design. These visits had proved to be interesting and stimulating, and as a result of these visits the Chairman suggested that officers might consider future presentations to Court on: marketing (focused on marketing strategy, and highlighting to what extent marketing activities were delegated to Schools), the University's current E-Learning activities (including a comparison with other institutions), and ways in which Schools were approaching the issue of internationalisation. Court members also proposed that graduate employability and the upcoming staff survey be considered as additional topics of interest for future presentations.

Turning to governance matters, the Chairman highlighted the activities of the working group to develop a Scottish Code of Good Higher Education Governance, of which he was a member. He confirmed that the secretariat to the group had

completed their planned consultations and that a draft Code was due to be released towards the end of March 2013. It had emerged that the Scottish Government was hoping to be able to reflect work on the Code in their post-16 legislation, and this might present a challenge in enabling the group to allow additional consultation on the draft within the timeframe set by the legislation.

With respect to discussions on the Post-16 Education (Scotland) Bill raised at the last meeting of Court, the Chairman confirmed that three Chairs of Scottish university Courts were to meet with the Holyrood select Committee shortly and that ensuring the safeguarding of University autonomy was high on their agenda.

The Court decided: to thank the Chairman for his report.

51. PRINCIPAL'S REPORT

The Court received a report from the Principal (**Appendix 1**). The Principal highlighted to the Court that HM The Queen had, on the advice of the UK Government, bestowed on the University a Regius Chair in Life Sciences. Twelve new Regius Chairs had been conferred on Universities across the UK, and the award was seen as a great honour and a testament to the reputation and quality of the work carried out at the University in Life Sciences. The Court noted that following discussion, it would be recommended that the Chair be awarded to Professor Mike Ferguson, Dean of Life Science Research in recognition of his academic output and also his pursuit of excellence in his discipline.

The Principal also highlighted the announcement on 13 February by the First Minister of €19m of research funding for the 'Innovative Medicines Initiative' (IMI) – a public private partnership between the EU and the European Federation of Pharmaceutical Industries & Associations (EFPIA). The Court noted that a further £3.5m would be provided to the University by the Scottish Funding Council (SFC). The Principal told Court that the award not only marked Scotland's strength in life sciences research, but also the status of the University of Dundee as a world-leader in drug discovery research.

Turning to University Governance, the Principal updated Court on the response of Scottish institutions and Universities Scotland (US) to the Post-16 Education (Scotland) Bill. This issue would be covered later in the agenda, but the Principal told the Court that the University of Dundee had, like many other Universities, chosen to endorse the position of US rather than to make an individual response to the consultation. It was the view of US that the disputed provisions within the Bill that related to good practice in governance and management were unnecessary, as they were contained in other legislation or were already SFC conditions of grant. In particular, there was concern that the proposed provisions would threaten the autonomy of universities, and so Court was pleased to learn that US had proposed a series of amendments to the Bill aimed at establishing the importance of autonomy within the sector.

The Court decided: (i) to congratulate the College of Life Sciences on the award of a Regius Chair; and

- (ii) to await further updates on the Post-16 Education (Scotland) Bill.

52. FINANCE & POLICY COMMITTEE

The Court received a report from the meeting of the Committee on 21 January 2013 (**Appendix 2**). The Director of Finance highlighted the plans for the upcoming budget setting process, along with update papers on the V&A at Dundee and Offshore Renewables projects.

In relation to the V&A at Dundee project, the Court noted that a more detailed paper would be prepared by the Senior Management Team for presentation to the Court in June. Members highlighted the need for the paper to contain a robust business plan for interactions between the V&A at Dundee and its partners, including an assessment of the interactions with and benefits to the University. While noting the undoubted value of the V&A project to the University, members requested that the paper provide clear and detailed outlines of projections, risks and governance arrangements relating to the project. Members commented that the University's charitable status might place limitations on the kind of contributions that the University could make to the project.

The Court decided: to approve the report and await a further paper in June relating to the V&A at Dundee.

53. GOVERNANCE & LEGISLATION

(1) Update on the Post-16 Education (Scotland) Bill

The Court noted the earlier discussions on the Post-16 Education (Scotland) Bill (minutes 49 & 50) and asked that officers provide an update on the development of the Bill at the next meeting of Court.

The Court decided: to await an update at the next meeting of Court on 22 April 2013.

(2) Development of a Scottish Code of Good Higher Education Governance

The Court noted the earlier discussions on the development of a Code of (minutes 49 & 50).

The Court decided: to ask that an update be provided to the next meeting of Court on 22 April 2013.

(3) Governance & Nominations Committee

Court noted that the Governance & Nominations Committee had met on the morning of Court to discuss applications for lay membership. The Committee had recommended the appointment of Mr Denis Taylor as a lay Court member, and also recommended that Ms Sandra Morrison-Low be appointed as a lay Audit Committee member in the first instance. At the time of the

meeting, interviews remained on-going for lay Court membership, and the Committee had decided to delay further recommendations until that process was complete.

The Court heard that the Committee had also recommended that Professor Trevor Harley and Ms Sheila Krawczyk join the membership of the Ethical Review Committee (ERC) following the resignation of Professor Julie Taylor from Court and hence also from the ERC.

The Court noted that following discussion with the Chancellor, the Committee had recommended that Mr Richard Burns be appointed as Chancellor's Assessor at the end of the term of office of Dr Janet Lowe (31 July 2013). Mr Burn's term of office would end on 31 July 2014, and so the position would be reconsidered at a meeting of the Committee in 2013/2014.

The Court also received a report from the meeting of the Committee on 10 December 2012, as verbally reported to Court on 10 December 2012 (**Appendix 3**).

- The Court decided:**
- (i) to approve the appointment of Mr Denis Taylor as a co-opted lay member of Court for four years in the first instance from 1 August 2013 in terms of Statute 9(1)(l);
 - (ii) to approve the appointment of Ms Morrison-Low as a lay Audit Committee member for a period of four years in the first instance, in accordance with the terms of reference for the Audit Committee from 1 August 2013;
 - (iii) to approve the membership of Professor Trevor Harley and Ms Sheila Krawczyk on the Ethical Review Committee;
 - (iv) to note the appointment of Mr Richard Burns as Chancellor's Assessor for the period 1 August 2013 to 31 July 2014 in terms of Statute 9(1)(d), that being his maximum term of office; and
 - (v) to approve the report of the meeting of the Governance & Nominations Committee on 10 December 2012.

54. **REMUNERATION COMMITTEE - SENIOR OFFICERS REPORT**

All officers with the exception of the Clerk to Court left the room before circulation and discussion of the Remuneration Committee Senior Officers report.

The Court decided: to note the report.

55. **COURT RETREAT**

The Court received a paper outlining options for the annual Court Retreat in September 2013. Members were supportive of the Retreat being organised as a residential event with both members and officers attending the event in its entirety. Members suggested that the presentation topics raised under Minute 50 be considered as topics for the interactive discussions at the Retreat.

The Court decided: to approve the proposal that the retreat be held as a residential retreat.

56. **HUMAN RESOURCES COMMITTEE**

The Court received a report from the meeting of the Human Resources Committee on 29 January 2013 (**Appendix 4**). Court members noted that the figures for complaints relating to dignity at work and study continued to be low and that the Human Resources Committee had been satisfied that the system in place was working well. Members also noted the annual report from the Health & Safety Sub-Committee, and requested clarification of the figures contained within the accident statistics.

The Court decided: (i) to request clarification as to whether reported figures relating to total staff and student injuries and HSE reportable injuries and occurrences were independent of each other or cumulative across the table; and
(ii) otherwise, to approve the report.

[Secretary's note. Following the meeting, the Head of Health & Safety Services confirmed that the figures quoted in his annual report related to independent and non-overlapping categories].

57. **ETHICAL REVIEW COMMITTEE**

The Court received the annual report from the Committee. Members noted that the new Convener (Emeritus Professor Burchell) was leading a review of effectiveness and was expecting to present recommendations arising from this review to Court on 10 June 2013.

The Court decided: to approve the report.

58. **COMMUNICATIONS FROM THE SENATUS ACADEMICUS**

The Court received a report from the meeting of the Senate on 6 February 2013 (**Appendix 5**).

- The Court decided:**
- (i) to approve changes to Ordinance 39, specifically the addition of the Master of Forensic Odontology (MFOdont) and Master of Mathematics (MMath) to paragraph 1, and the addition of the Master of Forensic Odontology (MFOdont) to the Taught Postgraduate Masters Degree General Regulations (General: Paragraph 1), subject to ratification at a subsequent meeting of the Court;
 - (ii) to approve the recommendation concerning the conferment of the title of Honorary Fellow on Mr Scott Brady; and
 - (iii) otherwise, to note the report.

59. **NOTICE OF ELECTION: CHAIRPERSON OF COURT**

The Court received notification that nominations had opened for the post of Chairperson of Court. The first term of the current Chairperson, Mr Eric Sanderson, would come to an end on 31 July 2013. The Court noted that Mr Sanderson was eligible to stand for re-election. Nominations would close at 4pm on Monday 11 March 2013, following which a ballot would be held in the event that more than one nomination was received.

60. **CONDOLENCES**

The Court noted that Mrs Norma Stewart (the Non-Academic Staff representative on Court from August 2001 to December 2004), had died in early January 2013. Court members asked that their condolences be passed on to her family.

61. **STAFF**

Professorial and Other Grade 10 Appointments

The Court noted the appointment of the following:

Ioan Fazey	Chair in Social Dimensions of Environmental Change	1 March 2013
Jim Livesey	Chair in Global History	1 May 2013

62. **LIVING WAGE**

The Chairman informed the Court that the Rector's Assessor had requested that the Court consider the adoption of a measure known as a 'living wage' for University staff. The issue had been the subject of a recent student campaign, and in response to questions the President of the Dundee University Students' Association (DUSA) told

Court members that DUSA recognised that the issue was more complex than it seemed, but that the Rector would like officers to investigate the practicalities of implementing the measure.

The Director of Human Resources outlined the University pay structure in relation to the 'living wage' of £7.45 per hour. In doing so she also highlighted other relevant aspects of remuneration such as pensions, holiday pay and sick pay, that were not included in the figures for staff pay but which could be considered relevant to the living wage. Court members noted that if the living wage were implemented, there would be an impact on the equality of pay for other roles within the grading structure.

The Director also highlighted that as the University was part of a national pay bargaining framework, it would not be appropriate for some pay negotiations to be within the framework and others not. In addition, the Court heard that when the issue had been raised with the local unions they had indicated that staff below the living wage might stand to lose state benefits greater in value than the pay increase resulting from implementation of the living wage, and that the staff members themselves were not seeking this change.

The Court decided: to ask the Human Resources Committee to discuss at their next meeting.

APPENDIX 1

PRINCIPAL'S REPORT (Minute 51)

Rectorial Election

As you will see from the agenda, Brian Cox has been re-elected as the University's Rector, following a nominations process in which just his single nomination was received. Despite his other commitments, Brian has proved himself to be a passionate and engaged Rector, industrious on behalf of the students. Court members will, I am certain, want to add their congratulations to mine on his re-election. His second term will run to February 2016.

Discussions are ongoing between the Students' Association and Brian on a successor to Mike Arnott as his Assessor. Mike has now served six years as Assessor and in accordance with Statute 10(2)(f) may now only remain in that role until Brian has identified a new Assessor. The meeting on 18 February is therefore likely to be Mike's last meeting of Court, and members will wish, I am sure, to join me in thanking Mike for all his hard work over the past six years in supporting both Brian and before that Craig Murray.

Innovative Medicines Initiative (IMI)

On 7 February 2013, I was present at the formal announcement by the First Minister of €19m of research funding for Scotland from the IMI, a public private partnership between the EU and the European Federation of Pharmaceutical Industries & Associations (EFPIA). A further £3.5m will be provided to the University by the Scottish Funding Council. This funding will see the establishment of the Scottish arm of something called the European Lead Factory, an international consortium of 30 partners working to develop a new generation of drugs from a library of around half a million chemical compounds provided by seven participating pharmaceutical companies. Under the funding, the University of Dundee will place a team of scientists at BioCity Scotland, at Newhouse in Lanarkshire, where they will conduct screening and medicinal chemistry work as part of the project, with the ultimate goal of identifying major new drug candidates for research, and hopefully eventually for clinical trial. Other partners in the project include the University of Oxford and the Scottish Universities Life Science Alliance (SULSA).

This is a wonderful coup for the University of Dundee, and is due in no small part to the substantial efforts of Professor Andrew Hopkins (University of Dundee and Director of SULSA) in securing the University's place in the project. Not only does this mark Scotland's place as a powerhouse of life sciences research, but it also cements the status of the University of Dundee as a world-leader in drug discovery research in Scotland.

University Governance

Court Members will remember that a paper was tabled at the meeting on 10 December 2012 which summarised the Post-16 Education (Scotland) Bill. This Bill it was reported would introduce provisions in six areas: university governance, widening access, tuition fees, college regionalisation, reviewing fundable further and higher education, and data sharing with Skills Development Scotland. The area of most concern is the proposal that Scottish Ministers may require institutions, via the Funding Council, to comply with 'any principles of governance or management which appear to the Scottish Ministers to constitute good practice'. The Bill is now at Stage 1 of the scrutiny process and is being considered by the Education and Culture Committee, which is taking evidence from relevant stakeholders. The University of Dundee, like many other universities, chose not to make a formal response to the consultation process of the Bill, but rather decided to endorse the position of Universities Scotland (US). The US view is attached among the papers for this meeting, along with the position of the Committee of Scottish University Chairs; and we will have an opportunity to debate these in depth later in the meeting.

In short, the US view is that the disputed provisions in the Bill are unnecessary, since much of what they contain is contained in other legislation or is already a condition of grant. The provisions relating to good practice in governance and management, however, would create quite extensive, open-ended and unspecific powers over universities, and would moreover threaten a university's autonomy. US proposes a series of amendments to the Bill as a means of appropriately defining the respective roles of Ministers, the Funding Council and individual institutions, and alongside this US develops the concept of 'responsible autonomy', which it defines as the responsibility of universities and other HEIs 'for delivering public benefit in return for public investment'. It is further argued that they are 'best able to succeed in this [...] when they are operating within a framework of clear institutional autonomy'. Of course, I and others will use every opportunity to influence the progress of the Bill.

Aside from this, a group of Chairs of Scottish Universities are, with the blessing of the Cabinet Secretary for Education and Lifelong Learning, consulting with universities and other stakeholders on a Scottish Code of Good HE Governance. Some of you met with Peter West, former Secretary of the University of Strathclyde, in late January to discuss the development of the Code. He and Kevin Clarke, former Secretary of the University of Stirling, are supporting the work of the group. The group is hoping to publish its findings in early spring, and it is hoped that these findings will assure the Cabinet Secretary about the HE sector's commitment to best practice in governance and be adopted as guidance for the sector.

Along with Eric, who is a member of the group, I will, of course, keep Court updated on any further news in this area.

SFC Funding Bids: Additional Places

At the Court meeting in December, members also received notification of the outcomes of three of the four bids to the Funding Council in the areas of widening access, College articulation, and skills for growth (UG). At that time, the Funding Council was not in a position to confirm the outcomes of bids for the 'highly skilled workforce' strand (ie PG places), and these have now been confirmed at 49, and the agenda gives details of the disciplines to be funded under that strand. The University had bid for considerably more than this, and it is perhaps a little disappointing that we did not receive more. We are exploring with the SFC the reasons for its decision.

Certainly the additional UG places give us a great opportunity to put our transforming lives agenda into practice, particularly with a focus on articulation with Colleges and on increasing participation from underrepresented groups and those from the most deprived 40% of households. The University's responsibility, provided we can recruit applicants to these places, is to ensure that the students fulfil their potential, and this means making sure we provide the support and guidance necessary for them to succeed.

Vice-Principal (Learning & Teaching)

As you will have seen from the agenda, I am delighted to announce the appointment of Professor Karl Leydecker as our new Vice-Principal (Learning and Teaching). Karl is a Professor of German and Comparative Learning and is currently Dean of the Faculty of Humanities at the University of Kent, where he also has institution-wide responsibility for Flexible Learning. He was previously Vice-Dean (Learning and Teaching) of the Faculty of Arts and Head of the School of Languages, Cultures & Religions at the University of Stirling. The appointment cements our commitment to excellence in teaching and Karl will lead an ambitious agenda to develop and improve our reputation still further. He will take up his appointment with us in July.

I am immensely grateful to Professor David Coates for his dedication and industry over the past fifteen months or so in taking forward the learning and teaching agenda as Deputy Principal. I am particularly grateful for his work on the development of the University learning & teaching strategy and in the preparation of recent bids to the Scottish Funding Council. I'm sure Court members will join me in thanking David for his contributions in this area, and I know he will continue to do more as Dean of Life Sciences Learning & Teaching. David has very kindly agreed to take a number of issues forward until Karl is able to take up his post, and until that time he will remain Deputy Principal (Learning & Teaching).

Regius Chair in Life Sciences

Some of you may have seen in the press that HM The Queen, on the advice of the Westminster Government, has bestowed on the University a Regius Chair in Life Sciences. Twelve new Regius Chairs in all have been conferred on universities across the UK, but Dundee is the only Scottish university to receive one. Prior to these twelve, such chairs were the preserve of the ancient universities: St Andrews, Edinburgh, Glasgow, Aberdeen, Oxford and Cambridge. This is a great honour for Dundee, and is a testament to the reputation and the quality of the work that we do in the life sciences.

In consultation with the Vice-Principal and Head of the College of Life Sciences, the University has decided to award the Chair to Professor Michael Ferguson, Dean of Life Sciences Research in recognition both of his academic output and also his tireless pursuit of excellence in his chosen discipline and in the leadership of research in the College of Life Sciences. I am sure Court will join me in celebrating this achievement.

Professor Pete Downes
Principal & Vice-Chancellor

Senior Management Team Meetings (SMT)

<http://www.dundee.ac.uk/academic/court/com/smt/>

Since the last report to the Court, the Senior Management Team has met as follows: 19 December 2012, and 16 and 30 January 2013; it will also meet on 13 February 2013. It has considered a number of issues, including the following:

- Post-16 Education (Scotland) Bill
- Scottish Code of Good HE Governance
- Scottish/EU Intake Caps for 2013/14 including the Additional Places from SFC Investment Bids
- Operational Plans
- Management Accounts: Periods 4 and 5
- Budget 2013/14
- MOOCs: Massive Open Online Courses
- Academic Induction Programme: Teach@Dundee
- MSc in Orthodontics: Collaboration with ASCDE in Cairo
- Strategic Framework: Review of Performance
- Criteria for Promotion to Senior Lecturer (Teaching & Scholarship)
- Proposal relating to Policy on Institutional and Private Consultancy
- Support for Institutional and Strategic bids to external funders
- Process for developing Innovation Centres in targeted sectors of the Scottish economy in academic year 2012/13
- Offshore Renewables
- V&A at Dundee
- Saturday Evening Lecture Series
- Human Resources Issues:
 - Honorary Fellows Nominations
 - Workload Models
 - Renewal of honorary professors
 - Athena SWAN
 - Staff Survey

Major Grants and Awards

- **£1m from the Medical Research Council to Professor Jason Swedlow** (Gene Regulation and Expression) for Dynamics of Fundamental Cellular Processes by Live Cell and Tissue Imaging
- **£1m from the Medical Research Council to Dr Leonie Unterholzner** (Cell Signalling and Immunology) for Elucidating the Molecular Mechanism of Intracellular DNA Recognition by the Innate Immune Sensor IFI16 (Career Development Fellowship)
- **£0.9m from the Wellcome Trust to Dr Jens Januschke** (Cell and Developmental Biology) for Recycling Polarity - Mechanisms Controlling StemCell Polarity in Consecutive Divisions in the Developing Drosophila Central Nervous System (Sir Henry Dale Fellowship)
- **£0.8m from the Wellcome Trust to Professor Ian Gilbert** (Biological Chemistry and Drug Discovery) for A Translational Engine for Biomedical Discoveries (Strategic Grant)
- **£0.6m from Science and Technology Facilities Council to Professor Gunnar Hornig** (Mathematics) for Complex magnetic fields: An enigma of solar plasmas (Joint Durham University)
- **£0.4m from the Biotechnology and Biological Sciences Research Council to Professor John Brown** (Plant Sciences) for Mechanisms and Function of Alternative Splicing in the Plant Circadian Clock (Joint with University of Glasgow)

People and Prizes

- A team of aspiring biotechnology entrepreneurs from the University of Dundee have scooped two prizes at the Biotechnology Young Entrepreneurs Scheme (YES) 2012 in London.
- Fiona Reid, a University of Dundee graduate was awarded the prestigious Norah Rees Award by the charity Action for Sick Children for her work in children and young people's palliative care in rural Scotland.
- Judy Scott, a DJCAD student was named the winner of the Society of Dyers and Colourists' (SDC) annual International Design Competition.

APPENDIX 2**FINANCE & POLICY COMMITTEE
(Minute 52)**

A meeting of the Committee was held on 21 January 2013.

Present: Mr R Burns (Convener), Principal Professor CP Downes, Professor RJ Abboud, Mr J Elliot, Mr IA Kennedy (President, Students' Association), Dr AD Reeves, Mr EF Sanderson, Mr IDM Wright.

In Attendance: University Secretary; Director of Finance; Director of Campus Services; Director of Strategic Planning; Director of Policy, Governance & Legal Affairs; and Clerk to Court.

Apologies: Dr J Lowe, Dr H Marriage

MINUTES

Resolved: to approve the minutes of the meeting on 19 November 2012.

MATTERS ARISINGStudent Progression Rates

The Committee noted that an analysis of the progression rates of Home, EU, Rest of UK (RUK) and overseas undergraduate students had been delayed due to unforeseen circumstances associated with staffing absence.

Resolved: to request that the report be prepared for consideration at the next meeting of the Committee on 25 March 2013.

MANAGEMENT ACCOUNTS – PERIOD 5

The Committee received the accounts for the Period to 31 December 2012. The year-end forecast was for an operating surplus of £0.97m, representing a favourable variance of £0.56m compared with the budget. The cash position of the University remained strong, with short term investments and cash totalling £34.1m, an increase of £1.6m since the start of the year. Capital expenditure remained in line with the budget.

In response to questions, the Director of Finance expressed confidence in the ability of the Colleges to bring any forecast overspend in line with the budget, and members noted that the predicted College deficits would be partially offset by central budgeting for the 1% pay increase.

The Director of Finance went on to confirm that the first review of the research finance forecasting pilot being carried out within the College of Life Sciences would be carried out at the end of Period 6.

Resolved: to note the accounts, and await a report on research income forecasting in due course.

BUDGET PLANNING

A paper outlining preparations for the 2013/14 budget was presented. Budget instructions would be sent out shortly, and a draft budget would be prepared for discussion at the meeting of the Finance & Policy Committee on 13 May 2013 and subsequently at Court on 10 June 2013.

The Director of Finance highlighted the alignment of the budget to the three year operational plans which were currently being developed. Operational plans would be reviewed by the Senior Management Team and all requests for investment would be considered alongside documentation explaining how the investment would support the University Strategy, how expected income would be delivered, what costs would be incurred and an analysis of risks associated with the project. In response to questions, the Director of Finance confirmed the process of linking the operational plans to budget setting would be supported by finance staff within the Colleges.

The Committee noted that there were a number of areas where significant cost increases were predicted for the coming year, for instance incremental progression and pension auto-enrolment. The Director

confirmed that he would review the impact of the pension auto-enrolment process in early August 2013 once initial opt-out figures were known, but that it was difficult to predict what this figure was likely to be in advance.

Resolved: to note the report.

SCOTTISH FUNDING COUNCIL (SFC) FUNDING UPDATE

The Director of Finance presented an overview of the indicative main grant funding letter as received from the SFC on 19 December 2012. Grant funding was expected to increase by £1,068k over the current year, but behind this figure there was an assumed 2% efficiency saving amounting to £785k. In addition, a further £1,307k had been removed from the teaching budget as the second year of RUK tuition fees took effect. The Committee noted that the equivalent figure withheld for RUK students last year was £1,737k compared to the actual fees from RUK students of £1,388k (net of £383k bursaries).

The Director highlighted the inclusion within the teaching grant of the additional places allocated to STEM subjects (25 places), widening access (150 places), articulation (50 places) and undergraduate skills for growth (45 places). The funding letter did not include any allocation for additional taught postgraduate places, as funding retained for this purpose had yet to be announced. The Committee noted the financial and reputational importance of securing the additional places contained within the University of Dundee bid, but was also keen to see efforts continue to focus on RUK recruitment. In discussion, the Committee questioned the feasibility of achieving RUK student recruitment numbers at the level seen before the introduction of RUK fees, despite the University's increased marketing spend, given the current market and especially the under-recruitment experienced by many English institutions for 2012/13.

Resolved: to note the report.

SANTANDER BANKING FACILITY

The Director of Finance invited the Committee to approve the opening of a banking relationship with Santander UK to maximise the return on Euro balances. The Committee noted that the University had been holding €8-12m cash balances to provide a 'hedge' against equal amounts of income received in advance on European grants. Current arrangements were not offering a sufficiently beneficial interest rate, but Santander was offering an on-call rate of 0.12%, and the bank's credit rating was comparable to other banks in the University's approved list. Noting the Spanish domestic economic situation, the Director pointed out that Santander UK was ring-fenced from its Spanish parent.

The Committee suggested that the Director of Finance also investigate money market funds as an alternative

Resolved: to approve the opening and use of an account with Santander while money market options were investigated.

V&A AT DUNDEE - UPDATE

The Committee received a paper from the Director of Strategic Planning outlining progress to date on the V&A at Dundee project. The Committee noted that good progress had been made in securing capital funding, and that there had been a positive response to a recent three-day exhibition at the University of Abertay relating to the project.

The Committee also noted that discussions were on-going between Dundee Design Ltd (DDL) and its stakeholders (including the University) in relation to revenue funding for the V&A at Dundee. The Director confirmed that a paper would be presented to Court later in the year outlining possible options and the implications for the University. Members advised that any proposal that the University might wish to contribute to revenue funding would require extensive consideration of the costs, risks and business benefits of doing so, particularly in view of the University's charitable status and the need to generate sustainable surpluses to support its own core activities.

Resolved:

- (i) to seek more information on the revenue projections associated with the project in order to understand fully any implications or requests for support from the University; and
- (ii) otherwise, to note the report and await future updates.

OFFSHORE RENEWABLES - UPDATE

The Committee received a paper from the Director of Strategic Planning which outlined plans for an Offshore Energy Institute. The University of Dundee, University of Aberdeen and MacAskill Associates (an offshore renewables consultancy) had been collaborating on the development of the institute over the past year, and it was expected that a robust business plan would be presented to Court in June 2013, with a view to the Institute being operational by the end of the summer (2013). The Institute would be based within the University of Dundee, and would focus on four main areas of activity: regulation, law & economics; environment and consenting; asset Management; and design, fabrication and installation.

Resolved: to note the report, acknowledging the clear academic and leadership commitment outlined.

MSC in ORTHODONTICS (EGYPT)

The Committee received a paper which outlined an innovative international collaboration which would see the University of Dundee deliver its MSc in Orthodontics programme in Cairo, Egypt. The project represented a different model for international collaboration from those recently approved (Dasman Diabetes Institute (Kuwait) and Costeas Geitonas School (Athens)), with the programme being delivered using a 'flying-faculty' model. A thorough business plan and risk assessment had been carried out, and the Committee noted that demand for education and training in this field was high.

In response to questions on the future of the project, the University Secretary confirmed that there might be potential for student numbers to be increased, for expansion into multi-location delivery, and for additional research activity. The Committee noted that safety and insurance issues had been considered in some detail, but advised that developments in this area required to be closely monitored and regularly reviewed given the current social and political environment in Egypt. However, members commended the Dental School on the proposal, which had the potential to build both income and research intensity.

The Committee suggested that an annual update on international projects such as the Dasman Diabetes Institute (Kuwait) and Costeas Geitonas School (Athens) be provided for the consideration of Court.

Resolved: to note the report.

ESTATES & BUILDINGS REPORT

The Director of Campus Services presented his routine report to the Committee. In doing so, he highlighted three possible initiatives that were being explored with the potential significantly to improve space management across the University: the introduction of a space charge; the rationalisation of assets/increase of commercial activity; and pooling of teaching space, encouragement of cross-collaboration and sharing of facilities. The Committee noted that many of the initiatives would require a culture change for implementation to be effective.

Turning to the capital plan, the Director of Campus Services provided the Committee with an update on the progress of on-going works. In doing so he highlighted discussions taking place with Duncan of Jordanstone College of Art and Design (DJCAD) to determine a programme of works which would be undertaken from summer 2013. The Committee also noted that invitations to tender for unfinished work on the Matthew Entrance (resulting from the contractor being placed in receivership) had been issued, with works expected to start in mid-February.

With regard to the Centre for Translational & Interdisciplinary Research, the Director confirmed that the original programme of works was on target for completion in November 2013. The design team was in the process of developing a tender package for additional work to fit-out the two shell floors following the recent UK Research Partnership Investment Fund (UKPIF) award.

The Director also provided an update on the completion of the Centre for Anatomy and Human Identification (CAHID). Minor snagging issues continued to be dealt with by Campus Services, and the provision of operation and maintenance manuals was still to be resolved following the contractor being placed in administration.

With regard to programme of work at Ninewells, it was expected that work on the Ninewells Library & Teaching Accommodation (phase 2) would be completed by 25 February 2013, while tender documents for Phase 3 (Lecture Theatre refurbishment) were expected to be completed by the beginning of February 2013, with work commencing during the summer recess.

Resolved: to note the report.

ENDOWMENTS SUB-COMMITTEE

The Committee received a report of the Sub-Committee's meeting on 14 November 2012. The Convener highlighted that the combined portfolio return was higher than the benchmark index, and represented a good rate of return given the low interest rates.

Resolved: to note the report.

APPENDIX 3

GOVERNANCE & NOMINATIONS COMMITTEE
(Minute 53(3))

A meeting of the Committee was held on 10 December 2012.

Present: Mr EF Sanderson (Convener), Principal Professor CP Downes, Professor RJ Abboud, Emeritus Professor A Burchell, Mr R Burns, Dr J Lowe, Ms J McGovern, Mr IDM Wright

In Attendance: University Secretary; Director of Policy, Governance & Legal Affairs; Policy Officer (Corporate Governance)

1. MINUTES

Resolved: to approve the minutes of the meeting on 1 October 2012.

2. MATTERS ARISING

(1) Lord Provost (Minute 2(3))

The Committee noted that Lord Provost Bob Duncan had indicated his intention to attend Court in person. The Principal also informed the Committee that during a recent discussion the Lord Provost had expressed enthusiasm for engagement with the University and recognised the significant and wide-ranging role it played in the life of the city and the economy of the region.

Resolved: to note that the Lord Provost would attend Court in person.

(2) Terms of Reference for Remuneration Committee (Minute 9)

The Committee agreed that the remit for the Remuneration Committee (as displayed on the Court website) should be updated to include details of the revised Terms of Reference for the Committee as agreed at Court on 11 June 2012. Members suggested a number of similar websites at other institutions for review as examples of best practice.

Resolved: to revise the remit of the Remuneration Committee as displayed on the Court website.

3. ELECTION OF SENATE MEMBER OF COURT

The Committee noted that an election for a Senate Assessor on Court to replace Professor Julie Taylor (who had resigned in October 2012) had taken place on 26 November 2012 and that Professor Trevor Harley (School of Psychology) had been elected to serve on Court for the remainder of Professor Taylor's period of office (to 31 July 2013) in accordance with the provisions of Ordinance 18. It was noted that four candidates had stood in the election.

Resolved: to congratulate Professor Harley on his election and request that an induction be arranged before his first attendance at Court on 18 February 2013.

4. APPLICATIONS FOR LAY COURT MEMBERSHIP

(1) Process for Considering Applications

The Committee considered papers which outlined the process for considering applications, and also proposed selection criteria and interview questions. Both papers had been based on previous practice and the Committee approved their use for this round of appointments. In discussing the selection criteria for new lay members of Court the Committee highlighted the skill sets and backgrounds desirable for new members, which included marketing experience and international experience.

Resolved: (i) to recommend that the process for considering applications be implemented as outlined in the paper; and

- (ii) to approve the proposed selection criteria and interview questions.

(2) Applications

The Convener informed the Committee that 25 applications had been received for the three lay vacancies which would arise on Court between 31 July 2013 and 31 July 2014. He also reminded the Committee that Mr John Barnett's term of office as a lay member of the Audit Committee would end next year, and so suitable candidates for this role would need to be identified.

The Committee noted that the role of Chancellor's Assessor would fall vacant as a result of the completion of a maximum period of office by Dr Lowe. It was felt that, given the nature of the role and the idea that it should be regarded as akin to that of a 'senior independent Director' it should be held by an experienced existing lay member. The Director of Policy, Governance & Legal Affairs recommended that the Chancellor be approached to discuss his views in advance of the Committee considering who might be appointed at its next meeting. At that meeting, the Committee would also consider the position of those lay Court members who were nearing the end of their term of office, but who were eligible for reappointment.

In respect of the vacancies arising (replacements for Dr Janet Lowe, Dr Howard Marriage and Mr Richard Burns), the Committee considered 25 applications that had been received in response to an advertisement placed in the Scotsman, Courier and Herald on 2 November 2012. There was robust and detailed consideration of the applications against the criteria for selection, resulting in the identification of six strong candidates the Committee felt should be interviewed. Interviews for these six candidates would be organised for January 2012, with an interview panel comprising elected, lay and student members of Court. The Committee also noted a further four candidates whom it would consider further should the initial round of interviews not be successful.

- Resolved:**
- (i) to ask that interviews be arranged for the six shortlisted candidates;
 - (ii) to confirm the composition of the interview panel as follows: Professor Rami Abboud, Emeritus Professor Ann Burchell (Chair), Ms Julie McGovern and Mr Iain Wright
 - (iii) to request that officers initiate discussion with the Chancellor regarding the identification of a suitable Chancellor's Assessor on Court; and
 - (iv) to request that the selection of a lay Audit Committee member, and the reappointment of lay members of Court nearing the end of their first term of office be considered at the next meeting of the Committee.

5. **ELECTION OF GRADUATES' COUNCIL ASSESSOR ON COURT**

The Committee considered a paper which outlined the election process and time-line for the election of the Graduates' Council Assessor on Court. Based on the possible negative impact on voting numbers of implementing a system which would require voters to register and then return at a later point in time to vote, and also governance concerns relating to requiring individuals to join an organisation in order to vote, the Committee recommended that the University employ the services of the Electoral Reform Services (ERS) for the purpose of the election.

Having reviewed the supporting statements of the 12 candidates, the Committee also recommended contacting all candidates to confirm the wording of their personal statements before they were published. The Committee also agreed that the statement header should include the individual's full title, qualification, year of graduation from the University of Dundee, and current location.

Given that 12 candidates were standing in the election, and voting numbers had previously been low (526 in the 2011 election), the Committee expressed serious concern at the overall appropriateness of this mechanism for electing Graduates' Council Assessors in the context of the robust selection process for appointing lay members, and the use of the first-past-the-post method for the election, and recommended that these issues be reviewed in advance of future elections.

- Resolved:**
- (i) to recommend that the ERS be employed for the purpose of the election;
 - (ii) to reconsider the appropriateness of a process that had no assessment of a candidate's ability to fulfil the attributes required of a lay member; and

- (iii) to recommend that the election methodology be reconsidered for future Graduates' Council Assessor elections.

6. **POST-16 EDUCATION (SCOTLAND) BILL**

The Committee considered a tabled paper which summarised the Post-16 Education (Scotland) Bill as introduced by the Scottish Government on 27 November 2012. The paper summarised the following six areas of the Bill: University governance, widening access, tuition fees cap, college regionalisation, review of fundable further and higher education, and data sharing. The Committee noted that the Scottish Parliament's Education and Culture Committee had begun a consultation process on the Bill, with responses to be submitted by 18 January 2013. At the time of the meeting there had been no internal discussion at senior level within the University on the content of the Bill, and whether the University would submit an individual response or adopt the stance of Universities Scotland once its response was known.

The Committee asked that its strong concerns be recorded with regard to the wording of the section on University Governance where the Bill would allow Scottish Ministers, when providing funding to the Scottish Funding Council (SFC), to impose a requirement that institutions adhere to what they as Ministers might from time to time regard as good practice in governance and management, and to determine good practice for the sector irrespective of the outcome of the Code of Practice consultations.

Resolved: to ask that the concerns of the Committee be noted in any response by the University to the consultation whether directly or via Universities Scotland.

7. **ADDITIONAL MEETING OF THE GOVERNANCE & NOMINATIONS COMMITTEE**

The Committee requested that an additional meeting be scheduled for the morning of 18 February 2013 to focus on the review of candidates interviewed for lay membership of Court and discussion of the appointment of the Chancellor's Assessor.

APPENDIX 4

HUMAN RESOURCES COMMITTEE (Minute 56)

A meeting of the Committee was held on 29 January 2013.

Present: Dr Janet Lowe (Convenor), Ms S Campbell, Ms C Potter, Mrs S Krawczyk, Professor G Mires, Dr A Roger, Professor C Whatley.

In Attendance: University Secretary, Director of Human Resources & Organisational Development, Director of Finance, Deputy Director of Human Resources & Organisational Development, Mr Ian Scragg (for item 8), Ms Susan Hunter (Minutes).

Apologies: Professor S Black, Dr H Marriage.

1. MINUTES

The minutes of the meeting of 20 November 2012 were approved.

2. MATTERS ARISING

(1) Staff Survey (Minute 2(2))

The Director of Human Resources & Organisational Development confirmed that formal presentations had taken place before Christmas and that Capita had been selected as the preferred supplier for the Staff Survey. It was highlighted that Capita had significant experience of the HEI sector, were able to benchmark results against other institutions and were competitively priced. A small working group was to be established, comprising representatives from HR Committee, SMT, College Secretaries, HR and the campus unions, and it was anticipated that the first meeting of the working group would take place the week commencing 18 February. The standard survey template would be reviewed and there would be consideration of what additional questions should be included, although it was recognised that remaining close to the standard survey would facilitate benchmarking of the outcomes with those of other institutions. It was confirmed that liaison would take place with relevant groups and individuals as necessary throughout the planning stage.

It was highlighted that effective communication of the Staff Survey was critical and that Capita would advise on a communication strategy that would be tailored to the University's requirements. The aim was to launch the survey in April, allow it to remain open for a significant period of time, with results to be available early summer. It was agreed that it was important that the University responded to and acted upon the results of the survey.

It was recognised that using a third party like Capita would provide reassurance to staff on all aspects of confidentiality and that this would encourage participation. The Committee also discussed other methods to encourage participation including schemes whereby donations were made to a charitable cause for every completed survey. It was agreed that the working group should consider this and other ways to incentivise completion of the survey.

Resolved: (i) that the working group should consider a target response rate and an incentive strategy to meeting the target.

(ii) to note that the HR Committee offered its support to the project and requested to be updated on progress with implementation.

(2) Statute 16 Policies

The Director of Human Resources & Organisational Development confirmed that the full suite of Statute 16 policies had now been discussed with each of the campus unions. Both Unite and Unison had submitted these to their retrospective full time officials for approval. It was noted that the policies were to be discussed at the last DUCU branch meeting, but that as that meeting was inquorate they were now to be discussed at the next meeting in February.

Resolved: the Committee acknowledged the significant amount of work undertaken by both union and university representatives to progress the policies to this final stage.

3. UNIVERSITY VISION AND STRATEGY

The University Secretary reported that an early morning roadshow on the University's Vision and Strategy was being planned for staff who worked non-standard hours. It was noted that School, College and Directorate operational plans were in the process of being submitted and that the University Strategy to 2017 was being finalised for formal launch. The Committee was advised that the strategy document and operational plans were well aligned to the University's Vision and underpinning values.

4. FINANCIAL UPDATE

(1) Update

The Director of Finance presented an abridged version of information considered at the Finance and Policy Committee. It was reported that, in Period 4, the full year forecast was £566k ahead of budget at £968k and that the cash position remained strong. It was highlighted that achieving the target of a sustainable 6% surplus for investment in future would be challenging and would be likely to take a number of years.

(2) Pensions Auto Enrolment

The Committee was advised that the launch date for pensions auto enrolment was 1 May 2013 and that the project was still on track for that date. A meeting was taking place shortly with Symatrix (our consultants) to define specific reports required for the project. It was reported that it was difficult to predict the actual cost of auto enrolment as there was no indicator as to how many staff would subsequently elect to opt out of the scheme. It was noted that if all staff opted to stay in the additional cost to the University would be around £3 million.

Resolved: to note the financial position and progress with the auto enrolment project.

5. HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT

(1) OSaR 2011/12

The Director of Human Resources & Organisational Development confirmed that the HR Officers had been issued with the first set of reports detailing uptake in the first quarter of the OSaR year. As it was at the start the OSaR cycle, completion rates were low but it was of benefit to have an early reminder to staff. It was noted that the Principal had spoken to each of the Vice-Principals and the University Secretary regarding ensuring high levels of OSaR completion in Colleges and SASS.

Resolved: to note that the OSaR process continues to be a high priority for the University and that completion rates would continue to be monitored by the Committee.

(2) Recruitment 2010/11 and 2011/2012

Ms Susan Hunter presented a report on recruitment statistics, focussing specifically on protected characteristics drawn from the e-recruitment system (iGrasp). A recruitment statistics strategy document was also presented detailing how iGrasp statistics would be aligned with the HR Strategy and presented to the HR Committee in the future.

Resolved: to agree that the information was presented in a useful format for future meetings and it was recognised that it was important to have information of this type available to support projects such as Athena Swan. Members noted that in future it would be useful to have an analytical commentary alongside the data which highlighted any issues arising.

(3) Report from Organisational Development and Professional Development

A report from the Organisational and Professional Development (OPD) unit was noted. The Deputy Director of Human Resources and Organisational Development advised that two Staff Welcome Events, held in October and January, at which the Principal and the University Secretary

had presented, had both been well received. It was noted that Deans and Directors were also invited to the Welcome Events and there was an opportunity for informal discussions and networking. It was confirmed that these events, in conjunction with the online Staff handbook, were working well in introducing new staff to the University, to the Vision and to senior staff.

It was confirmed that attendance on courses on the OPD programme remained high and that feedback from these courses had been very positive. It was confirmed that OPD were working with SDMS, the providers of the online booking system, to scope and obtain specific reports on the training function.

Resolved: to note that the Committee to be provided with reports and statistics when these become available.

6. *edr* /MEDIATION

The Director of Human Resources & Organisational Development reported that increasing numbers of staff and students were participating in *edr* and mediation and it was reassuring to note that individuals were confident about reaching a resolution by bringing their dispute to the service. It was also noted that the *edr* team were continuing with collaborative work and sharing good practice with external organisations.

It was recognised that there was a significant investment in time for *edr* and mediation work and while, due to confidentiality issues, there was some difficulty in attributing hard evidence in terms of impact, it was noted that there were significantly fewer complaints under the Dignity at Work and Study policy for 2012.

Resolved: to congratulate the *edr* team on a positive mid-term report and to recommend that the benefits of the service should be capitalised on further by taking every opportunity to publicise the service to staff, student and union representatives.

7. ATHENA SWAN

The Director of Human Resources & Organisational Development confirmed that an application for the Athena Swan Bronze Award had been submitted in November, with a response expected in April. It was stressed that it was important that the University did not lose momentum with the initiative and in connection with this a case had been made for a part-time post to support areas that would be working towards the individual unit awards. It was noted that Athena Swan was to extend beyond STEM subjects in the future and as such it was recognised that the workload involved would increase significantly.

Resolved: the Committee supported creation of a post specifically to support the work of Athena Swan and acknowledged that the work associated with Athena Swan would increase significantly over the coming months.

8. EQUALITY AND DIVERSITY

The Committee noted that in 2012, 8 cases were investigated under the Dignity at Work and Study policy; six of these cases had been resolved satisfactorily informally, and 2 had progressed to formal complaints with the outcome of both still pending. There was some discussion about the number of complaints compared to previous years and the Committee was encouraged to observe that the numbers were decreasing. It was also noted that complaints were not concentrated in any one area of the University.

A letter from the Research Councils UK had been circulated for information outlining their expectations for Equality and Diversity. It was recognised that the recommendations from the Research Councils would form part of the work load moving forward.

Resolved:

- (i) to note the statistics in relation to the number of complaints under the Dignity at Work and Study Policy and the fact that the majority of these had been resolved informally.
- (ii) to support the development of the OPD programme to ensure relevant opportunities are provided to staff in support of the Athena Swan initiative and to encourage staff to make full use of these opportunities.

9. HEALTH & SAFETY

The Committee considered the minutes of the meeting of the Health & Safety Sub-Committee on 16 January 2013.

The Head of Safety Services presented his annual report to the Committee. Key points were summarised from the report specifically that staff accidents remained low (and had plateaued at 30 accidents per 1000 staff, 2 of which were serious incidents), there were no reportable diseases and no confirmed animal allergies. A recent internal audit, undertaken by KPMG, highlighted 1 critical and 2 high issues. The critical issue of staff training was being addressed with courses running on the OPD programme in addition to bespoke courses offered at School and Directorate level. Feedback from participants on these courses was very positive, but there was still a concern regarding the numbers of staff attending. The Head of Safety Services noted an earlier decision made by SMT, that health and safety performance should not be part of OSAR and requested this to be re-considered.

The Head of Safety Services stated that health and safety plans for 2013 would be informed following an external review by John Davies, MBE. The audit would be over 4 days commencing 11 February. Part of the review would be consideration of the H&S management system and whether this was fit for purpose in 2013.

Ways in which to increase engagement with health and safety was discussed including improving attendance on H&S training courses and workshops. The Committee did view this matter very seriously and it was agreed that the approach to ensuring staff received appropriate health and safety training should be revised.

- Resolved:**
- (i) to recommend that health and safety is included as part of the OSaR review with training needs identified through this process.
 - (ii) to request the University Secretary, as Chair of the Health and Safety Sub-Committee, ensure that the issue of health and safety training is high on the agenda and brought into sharp focus through regular discussions at SMT and Deans and Directors Group.
 - (iii) to explore the possibilities of introducing of an online module on H&S to compliment the bespoke courses offered at School and Directorate level.
 - (iv) to approve the Safety Policy on Good Laboratory Practice.

10. LOCAL JOINT COMMITTEES

- (1) The Committee received approved minutes of the University/UNISON/UNITE Joint Committee meetings held on 26 September 2012.
- (2) The Committee received approved minutes of the University/DUCU Joint Committee meetings held on 21 September 2012.

Resolved: to note the minutes.

APPENDIX 5

COMMUNICATIONS FROM THE SENATUS ACADEMICUS (Minute 57)

1. PRINCIPAL'S REPORT

The Senatus received a report from the Principal on issues arising from the most recent meetings of the Senior Management Team.

The Principal highlighted the recent, highly successful, Discovery Day lectures and commended the very high quality of the presentations as a fitting celebration of the work of the University. The Principal noted that attendance throughout the day was excellent and the increased participation of support staff was especially encouraging.

On the Post-16 Education Bill currently before the Scottish Parliament, the Principal noted that the HE sector, through Universities Scotland, continued to seek amendments to the wording of some provisions of the Bill that, if allowed to stand, had the potential to undermine the autonomy of universities. The Principal undertook to keep Senate informed on developments.

The Principal also focussed on the outcomes of successful bids to the Scottish Funding Council (SFC) Investment Fund for additional funded places under wider access and articulation initiatives. The Principal explained that these bids, although made in the context of corresponding reductions in SFC teaching grant, were nevertheless wholly in accordance with the University's "transforming lives" vision. The Principal reflected that considerable effort would be needed to recruit and retain additional students funded through these bids. The Principal also noted that the University had been awarded further SFC investment funding for 49 additional taught postgraduate places, for Scottish students, in line with Scottish Government strategic priorities.

On the recent Rectorial Election, the Principal invited members to join him in congratulating Dr Brian Cox on his re-election as Rector for a further three years and to welcome the Rector's continued support for the University and its students in particular.

The Principal also drew members' attention to the University's recent involvement with a Channel 4 television programme on the discovery of Richard III's remains and congratulated Professor Wilkinson and Ms Aitken on their impressive contributions that brought great credit to them and the University.

The Principal reported, with pleasure, that Professor Karl Leydecker would be joining the University, as Vice-Principal for Learning & Teaching, in June 2013 from the University of Kent. The Principal asked Senate to join him in thanking Professor Coates for (i) his contributions as Deputy Principal during the previous year and (ii) for agreeing to remain as Deputy Principal until June 2013 in order to oversee the preparations for the QAA Enhancement Led Institutional Review (ELIR) scheduled for autumn 2013.

To conclude, the Principal reported the great pride and excitement from across the University on the news of an award of a Regius Chair to the College of Life Sciences, one of only twelve awarded in honour of The Queen's Diamond Jubilee and one of the first ever to be awarded outside of the ancient universities. The Principal asked Senate to join him in congratulating Professor Mike Ferguson who had been named as the inaugural Regius Professor in Life Sciences.

The Senatus decided: to note the Principal's report.

2. ACADEMIC YEAR WORKING GROUP

The Senatus received a report from the Director of Policy, Governance & Legal Affairs on the review of the academic year.

The Director reported that consultations with all stakeholders including External Examiners and the Campus Unions were continuing and that the final draft of the proposals would be produced at the end of March.

The Director invited members of Senate to send him comments and feedback on the proposals as part of this final stage of consultations.

The Senatus decided: to note the report.

3. ORDINANCE 39

The Senatus decided: (i) to endorse to Court the addition of the following degrees to Ordinance 39, Paragraph 1(1):

<u>Master of Forensic Odontology</u>	(MFOdont)
<u>Master of Mathematics</u>	(MMath)

(ii) to approve the addition of the Master of Forensic Odontology (MFOdont) to the Taught Postgraduate Masters Degrees General Regulations (General: Paragraph 1).

4. RECTORIAL ELECTION

The Senatus decided: (i) to homologate the decision of the Principal to appoint Professors Decent and Finkelstein as Presiding Officers for the election of the Rector under Statute 4(5)c and Senate Regulation;

(ii) to note that when nominations for the post of University Rector closed at 5pm on Friday 11 January 2013 only one valid nomination had been received and that as the only nominee Dr Brian Cox was duly re-elected as Rector of the University for a second term of three years to February 2016.

5. GRADUATION TIMETABLE

The Senatus decided: to note the following draft timetable for the summer 2013 Academic Ceremonies received from the Deputy Director of Registry.

<u>Date and Time</u>	<u>Colleges</u>	<u>Schools</u>
10am Wednesday 19 June	CASS	Business Environment Graduate School
2.30pm Wednesday 19 June	CASS CASE	ESWCE Law (incl Forensic Medicine) Computing
10am Thursday 20 June	CASE CASS	DJCAD Psychology
2.30pm Thursday 20 June	CASE CLS	EPM Life Sciences
10am Friday 21 June	CASS CMDN	Humanities ARMMS, Cont Ed Nursing & Midwifery
2.30pm Friday	CMDN	Dentistry Medicine

6. DUSA EXECUTIVE ELECTIONS

The Senatus decided: to note the following timetable for the DUSA Executive Elections

Online nominations close:	Friday 8th February 2013
Candidates' Briefing:	6pm Mon 25th February 2013
Hustings:	5pm Thurs 28th February 2013
Campaigning Dates:	Mon 25th Feb – 8th March 2013

Election Dates: 6th – 8th March 2013

7. **CHAIRS – SENIOR MANAGEMENT TEAM**

The Senatus decided: to approve the translation of Professor Mark Chaplain from a Personal Chair of Mathematical Biology to the Ivory Chair of Applied Mathematics.

8. **HONORARY APPOINTMENTS – SENIOR MANAGEMENT TEAM**

(1) Honorary Chairs

The Senatus decided: to approve the following Honorary Professorial nominations (all three years).

New Appointments

Professor Marco Maria Gazzano
Dr Mike Richardson
Professor George Corner
Professor Ruikang Wang
Professor Grigorii Sokolovskii
Dr Jason Leitch

Renewals:

Mr David Hall
Professor David Sigsworth

(2) Honorary Fellows

The Senatus decided: to approve the appointment of Mr Scott Brady as an Honorary Fellow of the University.