

Board of Management Meeting

MINUTE OF 4th MEETING HELD ON 23 JANUARY 2012 AT 1700 HRS (CoGCB4)

Present	
Tasmina Ahmed-Sheikh (TA)	Henry McLeish (HM) (Chair)
Douglas Baillie (DB)	Colin McMurray (CM)
Alisdair Barron (AB)	Debbie McNamara (DM)
Peter Finch (PF)	Robert Morrison (RM)
Emma Iwanow (EI)	Nigel Palmer (NP)
Charlie Kaur (CK)	David Stark (DS)
Paul Little, Principal (PL)	Eric Tottman-Trayner (ETT)
John MacLeod (JM)	Lesley Woolfries (LW)
In attendance	
Richard Speight, Vice Principal (RS)	Claire Gallacher – Minute Secretary
Steven Watson, Vice Principal (SW)	
Apology for absence	
David Eaton (DE)	Julia Henderson, Board Secretary (JH)
Jim Gallacher (JG)	

CoGCB4-01 Apologies for Absence

DECIDED: To record apologies for absence from DE, JG and JH.

CoGCB4-02 Declarations of Interest

DECIDED: To record that no person present had declared an interest which might conflict with the business to be discussed at the meeting.

CoGCB4-03 Minute of 3rd Meeting held on 14 December 2011

RECEIVED: Draft Minute of the 3rd Meeting of the Board of Management held on 14 December 2011 (Paper BoM3-A).

DECIDED: That the Minute be approved as an accurate record and signed.

The New Board Committees paper (Agenda Item 9) was taken as the next agenda item.

CoGCB4-09 New Board Committees

RECIEVED: Verbal report from HM on the New Board Committees and current membership.

DISCUSSION: HM noted that the Board had agreed to keep the existing Committees and to add the Development Committee, that the Nomination & Review Committees be joined and that the Performance Committee be established as a Committee in its own right.

HM noted that there was currently a Sub-Committee Chair vacancy because Nigel Palmer had left.

DECIDED: That the current membership be sent out to members, with the addition of the new Committees. Members to advise which Committees they would like to sit on and proposal of new membership, including Chairs to be taken to Residential on 22/23 February.

CoGCB4-04 Chair's Business

RECEIVED: Verbal report from HM on current Glasgow Colleges issues.

DISCUSSION: HM noted that he had been meeting with the Glasgow Federation Chairs and also with the Chair of Stow. He also noted the he and PL would be meeting the Glasgow Colleges Strategic Partnership (GCSP) Chairs and Principal the following evening.

DECIDED: That the Chair would put together documentation from the above mentioned meetings and use it as part of the papers for the Residential Event.

RECEIVED: Verbal report from HM on current Board vacancy.

DISCUSSION: HM advised that he had spoken with the Vice Chair, AB about filling the Board vacancy, The options were to advertise or recruit from within.

DECIDED: That TAS be appointed as the new Board member. This was proposed by DB and seconded by DS.

CoGCB4-05a Student, Staffing & Equalities Committee

RECEIVED: Draft Minute from the meeting of the Student, Staffing & Equalities Committee held on 18 January 2012 (Paper BoM4-B).

DISCUSSION: AB noted that a number of the Student Executive had attended the meeting. He advised that the Equalities Policy would be brought to the Board for approval.

DECIDED: That the Minute be noted by the Board.

CoGCB4-05b Academic Board

RECEIVED: Draft minute from the meeting of the Academic Board held on 5 December 2011 (Paper BoM4-C).

DISCUSSION: PL noted that there were a number of issues which members of the Academic Board wanted to put on the agenda which were not appropriate. He noted that a remit had been sent to them with the papers of the meeting held earlier in the day.

DECIDED: To send the Board a copy of the remit of the Academic Board and that the Minute be noted by the Board.

CoGCB4-06 2012-13 Indicative SFC Grant Allocations

RECEIVED: 2012-13 Indicative SFC Grant Allocations paper and a brief presentation from SW (Paper BoM4-D).

DISCUSSION: SW advised on the impact to the College of funding cuts.

DECIDED: That the positive things we are doing with external organisations be incorporated into a single document.

CoGCB4-07 Griggs Review

RECEIVED: Verbal Update from PL.

DISCUSSION: PL advised that he had spoken to the Government who advised that the Report would be distributed when they had received it. He noted that there would be no consultation on the Griggs Review.

DECIDED: To note the update.

CoGCB4-08 Commercial/International Strategies

RECEIVED: Commercial/International Strategies (Paper BoM4-E).

DISCUSSION: RS noted that the Commercial Team had been working with the Schools to encourage them to bring in their own income

HM noted that this paper should be taken to the newly formed Development Committee, to include an extended insight into UKBA.

DECIDED: RS to provide expenditure required in achieving the forecast in the paper.

To note the report on the basis that the Development Committee would go into the report in more detail.

CoGCB4-10 Principal's Update Report

RECEIVED: Verbal update from PL.

DISCUSSION: PL updated the Board on a number of student issues. He noted that the External Review would take place w/c 8 May and that Board members could potentially be interviewed. He advised that there was potential for a further restructure of the Management in the near future and provided further details.

PL noted that there had been a Bidders' Day and that key companies throughout the UK had put in bids. He advised that the current 9 consortia would be cut down to 3. This

would be put to the Estates Committee for approval on 15 March. Thereafter it required the Board to sign off the final decision.

PL noted that the Cabinet Secretary had launched the Merger & Partnership Centre the previous week. He thanked Board members who had attended the event.

PL reminded members of the Burns Supper in our Scholars Restaurant on 26 January. He further reminded them of the Board Residential Planning Event on 22/23 February.

DECIDED: The Board would be required to sign of the 3 bidders and this would require an additional Board meeting on 15 or 16 March.

Executive Office to research venues and costings for Board Residential. It was agreed that the format would be dinner with an invited speaker on the evening of 22 February with the planning meeting on 23 February until 1800 hours.

To note the progress being made.

CoGCB4-11 Any Other Business

DISCUSSION: TAS requested a list of events that the College sponsored, both last year and those which would potentially be sponsored this year.

Signed _____

Board Chair

Date _____

ANNEX TO THE MINUTES

ACTION POINTS ARISING FROM THE MEETING

Item	Description	Owner	Target Date
CoGC4-09	New Board Committees: That the current membership be sent out to members, with the addition of the new Committees. Members to advise which Committees they would like to sit on and proposal of new membership, including Chairs to be taken to Residential on 22/23 February.	JH/ALL	22/23 02 12
CoGCB4-04	Chair's Business: Put together documentation from the Glasgow Federation Chairs and GCSP meetings and use it as part of the papers for the Residential Event.	HM/JH	22/23 02 12
CoGCB4-05b	Academic Board: Send copy of the remit of the Academic Board.	JH	ASAP
CoGCB4-06	2012-12 Indicative SFC Grant Allocations: Positive things with external organisations be incorporated into a single documents.	SW	ASAP
CoGCB4-08	Commercial/International Strategies: Provide expenditure required in acheiveing the forecast in paper.	RWS	ASAP
CoGCB4-10	Principal's Update Report: Research venues/costings for Board Residential.	Exec Office	ASAP
CoGCB4-11	Any Other Business: Provide list of College sponsored events.	PL	ASAP

PREVIOUS ACTION POINTS

Item	Description	Owner	Target Date
CoGCB3-07	Response to Government Consultation on Putting Learners at the Centre: Amend the response in line with discussions and send to AB, JG, PL and HM for comment and final agreement in order to comply with the response deadline of 23 December. The final document should then be sent to the Board for information.	AC	Prior to 23 12 11 Complete
CoGCB3-08	Response to Government Consultation on Regionalisation: Executive to finalise document and issue members with copy of final paper.	PL	ASAP Complete
CoGCB3-09	Report on Student Accommodation: Take forward the necessary work to scope a Halls of Residence provision for inclusion in the IPD as a mandatory Variant bid.	JC	ASAP

CoGCB3-09	Report on Student Accommodation: Explore alternative accommodation nearby as both a contingency and as a source of decant accommodation during construction.	JC	ASAP
CoGCB2-06	Board Meeting Schedule 2012: Secretary to make arrangements for additional meetings in August and January.	JH	23.1.12 Ongoing
CoGCB2-07	Committee Structure and Remit: Secretary to draft new terms of reference for new committees for Board consideration in the new year.	JH	23.01.12 Overtaken by CoGC4-09
CoGCB2-08	Committee Membership and Chairs: Secretary to draft report re committee Chair vacancies for Board approval in the new year.	JH	23.01.12 or 22.02.12 Overtaken by CoGC4-09
CoGCB2-10	Annual Accounts: VP to prepare report for Finance Committee setting out the College's financial position.	SW	22.02.12
CoGCB8-07	Principal's Report – New Campus Funding Update: Further consider issue of additional contribution towards preparatory costs.	HM, NP, PF	Ongoing
CoGCB8-08	Board Membership: Membership vacancy will be considered at the next meeting of the Board.	JH	23.01.12 Complete
CoGCB8-12	International Activity and the Effect of the UKBA Rule Changes: Provide a more comprehensive report and International Strategy.	RWS	23.01.12 Complete