

## Board of Management

<b>Date of Meeting</b>	<b>Wednesday 31 August 2016</b>
<b>Paper No.</b>	<b>BoM1-K</b>
<b>Agenda Item</b>	<b>15</b>
<b>Subject of Paper</b>	<b>Board of Management Draft Calendar 2016-17 (Revised)</b>
<b>FOISA Status</b>	<b>Disclosable</b>
<b>Primary Contact</b>	<b>Paul Clark; College Secretary/Planning</b>
<b>Date of production</b>	<b>24 August 2016</b>
<b>Action</b>	<b>To Note</b>

### Recommendations

1. The Board notes the draft Calendar of meetings, including dates and times, for 2016-17. N.b. The date of the Learning and Teaching Committee meeting in September 2016 has been deferred to 27 September, and other dates of interest have now been included.

## **1. Purpose of report**

This is the latest schedule of Board of Management and Board Committee meetings for 2016-17, for noting.

## **2. Context**

This draft has been prepared with reference to previous CoGC Board Calendars, the required cycle of meetings, and the requirement for a number of approvals and submissions relating to the College planning, reporting, and approvals.

Account has been taken of the need for an earlier first full Board meeting in the session, to ensure sufficient oversight of new campus migration issues, official opening arrangements, and the involvement of new Board members early in the session.

In summary the Calendar consists of:

1. Six meetings of the full Board of Management, including one all-day planning event (October 13th 2016), and one Evening/full-day residential event (February 22/23rd 2016).
2. Three meetings of the Performance, Remuneration, and Nominations Committee (PRNC) between Board meetings (to facilitate delegated Board decisions/approvals). N.b. membership of PRNC is made up of Committee Conveners.
3. A regular cycle of Board Committee meetings preceding full Board meetings, with a minimum two-week interval between the end of the Committee cycle and the full Board meeting, as per established practice.
4. Meeting days and times (usually 5pm) have been carried forward from 2015-16. However these should be reviewed given the change in Board and Committee membership, to take account of Board members' circumstances and commitments.
5. The full Board meetings precede those of GCRB, to enable reportage as necessary. (2017 GCRB meeting dates not yet finalised)
6. Other dates of interest to Board members, that members are invited to attend.

## **3. Impact and implications**

The pattern of meetings ensures a cycle of reportage from College Board Committees to the full Board, while meeting the Board's other obligations.

### **Appendix 1: CoGC Board of Management Draft Calendar 2016-17**

## CITY OF GLASGOW COLLEGE BOARD OF MANAGEMENT Schedule of meetings, August 2016-June 2017 V2.3

- PRNC - Performance, Remuneration & Nominations Committee  
 FPRC - Finance & Physical Resources Committee  
 LTC - Learning & Teaching Committee  
 SSEC - Students, Staffing & Equalities Committee

Week beginning	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	Notes
August 8 2016					Outcome agreement guidance for subsequent academic year published by SFC
August 15					
August 22					
August 29			Board 1700		
September 5					
September 12			Audit 1730		
September 19			FPRC 1700		
September 26	<b>College Closed</b>	LTC 1700			
October 3	Development 1700				
October 10				Board All Day*	Board Planning
October 17	<b>October Holiday</b>				
October 24	PRNC 1700		Educational Symposium (PM) GCRB	Educational Symposium Gala Evening 1800	Regional Board
October 31			SSEC 1700		
November 7		LTC 1700			
November 14			Audit 1700 <sup>1</sup>		
November 21	<b>Graduation Ceremony</b>		FPRC 1700		Finalisation of annual accounts 15/16; Annual Report 15/16
November 28					
December 5			Board 1700		
December 12			GCRB		Regional Board
<b>2017</b>					
January 2	<b>College Closed</b>				Indicative funding for subsequent academic year published by SFC
January 9					
January 16					
January 23	PRNC 1700				
January 30			FPRC 1700		
February 6	Development 1700				
February 13					SMT Planning
February 20			Board 1700	Board All Day*	Board Planning
February 27		LTC 1700			
March 6			Audit 1700		
March 13			SSEC 1700		
March 20			FPRC 1700		
March 27					
April 3	Spring Holiday wk				Outcome agreements 17/18 published by SFC
April 10	Spring Holiday wk				
April 17	<b>College Closed</b>		Board 1700		
April 24	Development 1700				
May 1	<b>College Closed</b>	LTC 1700			
May 8	PRNC 1700				
May 15			SSEC 1700		
May 22			Audit 1700		
May 29	<b>College Closed</b>		FPRC 1700		
June 5					
June 12					Financial Plan 17-18
June 19			Board 1700		

Board all day planning meetings on Thursday 13<sup>th</sup> October, and Thursday 23<sup>rd</sup> February, to include full Board meetings.