

## Board of Management

<b>Date of Meeting</b>	<b>Wednesday 21 June 2017</b>
<b>Paper No.</b>	<b>BoM6-B</b>
<b>Agenda Item</b>	<b>4</b>
<b>Subject of Paper</b>	<b>Board of Management Draft Calendar 2017-18</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>5 June 2017</b>
<b>Action</b>	<b>For Discussion/Decision</b>

### Recommendations

1. The Board of Management approves the Calendar of Board of Management and Board Committee meetings for 2017-18, subject to any agreed changes.

## **1. Purpose of report**

This is a draft schedule of Board of Management and Board Committee meetings for 2017-18, for approval by the Board of Management subject to any agreed changes.

## **2. Context**

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

The Calendar has been endorsed by the Senior Management Team.

In summary the Calendar consists of:

1. Six meetings of the full Board of Management, including one all-day planning event (October 11th 2017), and one Evening/full-day residential event (February 14/15th 2018).
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, where possible, 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 2016-17. However these are subject to review, to take account of Board members' circumstances and commitments.
5. At the request of GCRB, the full Board meetings precede those of GCRB by two weeks, to enable reportage as necessary.

## **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 2017-18 Draft v.1**

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
<b>2017</b>					
Mon. August 21			<b>BOARD</b>		Outcome agreement guidance published
August 28					
September 4	<b>GCRB</b>				
September 11			<b>Audit</b>		
September 18			<b>FPRC</b>		
September 25	College Closed	<b>LTC</b>			
October 2	<b>PRNC</b>				
October 9			<b>BOARD</b> all day		Includes Board mtg.
October 16	October Holiday Week				
October 23			<b>SSEC</b>		
October 30	<b>GCRB</b>		<b>Development</b>		
November 6		<b>LTC</b>			
November 13			<b>Audit</b>		
November 20			<b>FPRC</b>		Finalisation of annual accounts 16/17; Annual Report 16/17
November 27					
December 4			<b>BOARD</b>		
December 11					16/17 Accounts - GCRB
December 18	<b>GCRB</b>				
<b>2018</b>					
January 1	College Closed				
January 8					Indicative funding for subsequent academic year published by SFC
January 15	<b>PRNC</b>				
January 22			<b>Development</b>		
January 29			<b>SSEC</b>		
February 5		<b>LTC</b>			
February 12			<b>BOARD</b> Planning <sup>1</sup>		Includes Board mtg.
February 19			<b>Audit</b>		
February 26			<b>FPRC</b>		
March 5					
March 12			<b>BOARD</b>		
March 19					
March 26	<b>GCRB</b>				
April 2	Spring Holiday				
April 9	Spring Holiday				
April 16			<b>Development</b>		
April 23		<b>LTC</b>			
April 30	<b>PRNC</b>				
May 7	College Closed		<b>SSEC</b>		
May 14			<b>Audit</b>		
May 21			<b>FPRC</b>		
May 28	College Closed				
June 4			<b>BOARD</b>		
June 11					
June 18	<b>GCRB</b>				

<sup>1</sup> Board Residential. Venue and timings to be confirmed.  
n.b Meeting dates of the Board Art Foundation to be confirmed