

Board of Management

Date of Meeting	Wednesday 23 August 2017
Paper No.	BoM1-B
Agenda Item	4
Subject of Paper	Board of Management Draft Calendar 2017-18 v2
FOISA Status	Disclosable
Primary Contact	Paul Clark; College Secretary/Planning
Date of production	15 August 2017
Action	For Approval

Recommendations

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

1. Purpose of report

1.1 This is a revised 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

2.1 This draft reflects an adjustment to the dates of the first Learning and Teaching Committee in September 2017, which prompted an adjustment of the September meeting of the Finance and Physical Resources Committee. These adjustments have been made in consultation with the respective Committee Conveners and members.

2.2 This draft is version 2 of the draft as approved in June 2017, which was 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.

2.3 The Calendar has been endorsed by the Senior Management Team.

2.4 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

3.1 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.2

CITY OF GLASGOW COLLEGE BOARD OF MANAGEMENT
Schedule of meetings, August 2017-June 2018 V.2
 All meetings 1700 hrs unless otherwise indicated

- 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
2017					
Mon August 21			BOARD		Outcome agreement guidance published
August 28					
September 4	GCRB				
September 11			Audit		
September 18		LTC			
September 25	College Closed		FPRC		
October 2	PRNC	Symposium	Art Foundation		Art Fn commences @ 1200 hours
October 9			BOARD All Day		Includes Board mtg.
October 16	October Holiday Week				
October 23			SSEC		
October 30	GCRB		Development		
November 6		LTC			
November 13			Audit		
November 20	Graduation Ceremony		FPRC		Finalisation of annual accounts 16/17; Annual Report 16/17
November 27					
December 4			BOARD		
December 11					16/17 Accounts - GCRB
December 18	GCRB				
2018					
January 1	College Closed				
January 8					Indicative funding for subsequent academic year published by SFC
January 15	PRNC				
January 22			Development		
January 29			SSEC		
February 5		LTC			
February 12			BOARD PLANNING¹		Includes Board mtg.
February 19			Audit		
February 26			Art Fn.	FPRC	Art Fn commences @ 1200 hours
March 5					
March 12			BOARD		
March 19					
March 26	GCRB				
April 2	Spring Holiday				
April 9	Spring Holiday				
April 16			Development		
April 23		LTC			
April 30	PRNC				
May 7	College Closed		SSEC		
May 14			Audit		
May 21			Art Fn.	FPRC	Art Fn commences @ 1200 hours
May 28	College Closed				
June 4			BOARD		
June 11					
June 18	GCRB				

¹ Board Residential. Venue and timings to be confirmed.