Board of Management

Performance Remuneration & Nominations Committee

Date of Meeting	**Monday 30 April 2018**
Paper No.	**PRNC3-B**
Agenda Item	**4**
Subject of Paper	**Board of Management Draft Calendar 2018-19**
FOISA Status	**Disclosable**
Primary Contact	**Paul Clark; College Secretary/Planning**
Date of production	**9 April 2018**
Action	**For Discussion/Decision**

Recommendations

1. The Committee recommends to the Board, for approval, the Calendar of Board of Management and Board Committee meetings for 2018-19, subject to any agreed amendments.

1.   Purpose of report

This is a draft schedule of Board of Management and Board Committee meetings for 2018-19, 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 two all-day planning events (October 10th 2018 and February 13th 2019).

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 2017-18. 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, where possible, 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 2018-19 Draft v.1

CITY OF GLASGOW COLLEGE BOARD OF MANAGEMENT
Schedule of Meetings: August 2018 - June 2019
All meetings 1700hrs unless indicated

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

Week beginning	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	Notes
2018					
Mon August 20	GCRB Planning		BOARD		Outcome agreement guidance published
August 27					
September 3					
September 10			Audit		
September 17		LTC			
September 24	College Closed		FPRC		
October 1	PRNC		Art Foundation		Art Fn commences @ 1200 hours
October 8			BOARD All Day		Includes Board mtg.
October 15	October Holiday Week				
October 22			SSEC		
October 29	GCRB		Development		
November 5		LTC			
November 12			Audit		
November 19			FPRC		Finalisation of annual accounts 17/18; Annual Report 17/18
November 26	Graduation Ceremony				
December 3			BOARD		
December 10					17/18 Accounts - GCRB
December 17	GCRB				
2019					
December 31	College Closed				Indicative funding for subsequent academic year published by SFC;
January 7					
January 14	PRNC		SSEC		PRNC: Board recruitment
January 21			Development		
January 28			GCRB		
February 4		LTC			
February 11			BOARD All Day		Includes Board mtg.
February 18			Audit		
February 25			Art Fn FPRC		Art Fn commences @ 1200 hours
March 4					
March 11			BOARD		
March 18					
March 25	GCRB				
April 1	Spring Holiday				
April 8	Spring Holiday				
April 15			Development		
April 22		LTC			
April 29	PRNC				
May 6	College Closed		SSEC		
May 13			Audit		
May 20			Art Fn FPRC		Art Fn commences @ 1200 hours
May 27	College Closed				
June 3			BOARD		
June 10					
June 17	GCRB				