

Board of Management

Date of Meeting	Wednesday 24 March 2021
Paper No.	BoM5-B
Agenda Item	4.2
Subject of Paper	Board of Management Draft Calendar 2021-22
FOISA Status	Disclosable
Primary Contact	Paul Clark; College Secretary/Planning
Date of production	16 March 2021
Action	For Discussion/Decision

Recommendations

1. The draft Calendar of Board of Management and Board Committee meetings for 2021-22, is presented for approval, subject to any agreed amendments.

1. Purpose of report

This is a draft schedule of Board of Management and Board Committee meetings for 2021-22, for approval by the Board of Management subject to any agreed changes.

2. Context

This draft has been prepared with reference to previous CoGC Board and GCRB 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.

In summary the Calendar consists of:

1. Six meetings of the full Board of Management, including two all-day planning events (November 10th 2021 and February 23rd 2022).
2. Four meetings of the Performance and Nominations Committee (PNC) between Board meetings (to facilitate delegated Board decisions/ approvals) including one summer meeting on 11 August to oversee preparations for extended campus return. N.b. membership of PNC comprises Committee Conveners.
3. Three meetings of the Remuneration Committee; membership also comprises Committee Conveners.
4. 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.
5. With minor exceptions, meeting days and times have been carried forward from 2020-21. However these are subject to review, to take account of Board members' circumstances and commitments, and the pandemic situation.

3. Impact and implications

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

Appendix 1: CoGC Board of Management Draft Calendar 2021-22 Draft.

- PNC - Performance & 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
2021					
Monday August 9			PNC		
August 16, 23					
August 30			BOARD		
September 6		LTC			
September 13			Audit		
September 20					
September 27	College Closed		FPRC		
October 4					
October 11	PNC Remuneration	October Holiday Week			
October 18					
October 25			SSEC		
November 1			Development		
November 8			BOARD Planning		Planning session & mtg.
November 15		LTC			
November 22	Graduation	Audit			Finalisation of annual accounts 20/21; Annual Report 20/21
November 29			FPRC		
December 6					
December 13			BOARD		20/21Accounts - GCRB
December 20					
December 27	College Closed				
2022					
January 3	College Closed				Indicative funding for subsequent academic year published by SFC: PNC
January 10					
January 17					
January 24	PNC Remuneration				
January 31			SSEC		
February 7			Development		
February 14		LTC			
February 21			BOARD Planning		Planning session & mtg.
February 28			Audit		
March 7			FPRC		
March 14					
March 21			BOARD		
March 28					
April 4	College Closed tbc				
April 11	College Closed tbc				
April 18	Easter Monday				
April 25	PNC Remuneration				
May 2	College Closed		Development		
May 9		LTC			
May 16			SSEC		
May 23			Audit		
May 30			FPRC	College Closed (PH)	Platinum Jubilee 3 June
June 6					
June 13			BOARD		
June 20					