

EDINBURGH NAPIER UNIVERSITY

UNIVERSITY COURT

**Minutes of the meeting held on Monday 20 June 2016
at 3.45 pm in the Rivers Suite, Craiglockhart Campus**

Present: Dr G Forbes (Chair); Professor A Nolan (Principal & Vice-Chancellor); Ms M Ali; Mr N Ballantyne; Mr A Boyce; Ms J Brown; Mr M Connarty; Ms D Guilfoyle; Mr R Hare; Mr R Kemmer; Professor A Sambell (Vice Principal, Deputy Vice Chancellor); Dr P Stollard; Mrs P Woodburn; Mr N Woodcock.

Apologies: Ms J Boyle; Lord Brodie (Chancellor's Assessor); Dr V Ellis; Mr W Gallagher; Ms S Goddard; Dr S Jiwa; Professor A Scullion.

In attendance: Dr S Cairncross (Assistant Principal); Mr D Cloy (Clerk to Court); Ms K Dewar (Director of Human Resources & Development); Mr I McIntosh (Assistant Principal); Naomi Graham (Director, International Operations – item 10 only); Dr G Webber (University Secretary); Rojan Subramani (Incoming ENSA President).

Observing: Paddy Bennett (Head of HR Business Partnering); Wendy Tubi (Head of HR Capability) .

1. OPENING REMARKS, WELCOME AND APOLOGIES

- 1.1. The Chair welcomed members to the meeting and welcomed Rojan Subramani (New ENSA President), along with Paddy Bennett (Head of HR Business Partnering) and Wendy Tubi (Head of HR Capability) who were observing the meeting as part of their professional development.
- 1.2. The apologies were **noted**.

Part A For discussion and decision

2. MINUTES OF THE MEETING HELD ON 14 MARCH 2016 UC(15/16)46

- 2.1. The minutes of the meeting held on 14 March 2016 were **approved**.

3. MATTERS ARISING

- 3.1. There were no matters arising.

4. PRINCIPAL'S REPORT UC(15/16)47

- 4.1. The Principal introduced her written report and highlighted the upcoming sectoral funding negotiations with the Scottish Government and Scottish Funding Council in the context of the multi-year Scottish Spending Review.

- 4.2. The University's participation in Kingston University's Big Read this summer was also noted.
- 4.3. The University's positive performance in some areas in recent league tables was recognised, as was the strong performance in a number of subject league tables. It was noted that these successes were used to support the University's marketing and student recruitment activity.
- 4.4. Thereafter, Court **noted** the report.

5. REVIEW OF CURRENT FINANCIAL POSITION* UC(14/15)48

- 5.1. Court received and **noted** the paper which provided the summary financial results for the year to date to April 2016.

6. BUDGET 2016/17* UC(15/16)49

- 6.1. Court receive the paper which provided the proposed budget for 2016/17, as recommended by the Finance & Property Committee. The three year financial forecasts for the Scottish Funding Council (SFC) for the period 2016/17 to 2018/19 were also presented for information. It was noted that Finance & Property Committee were content with the assumptions contained and welcomed the presentation and clarity of the paper with regards to sensitivity and risk for key income and cost streams.
- 6.2. Discussion followed during which the importance of ensuring sufficient support to areas responsible for achieving income growth was recognised. In the context of funding future estates developments, it was suggested that the University should explore the possibility of borrowing early to take advantage of current low interest rates.
- 6.3. Thereafter Court:
 - a) **approved** the Budget for 2016/17
 - b) **noted** the three-year financial forecasts to the SFC.

7. REPORT FROM NOMINATIONS COMMITTEE ON COURT AND COMMITTEE MEMBERSHIP UC(15/16)50

- 7.1. Court received the report of the proceedings of the Nominations Committee held on 5 May 2016. It was noted that Vaughan Ellis had been re-elected for a second four year term as the academic staff member and that Professor Alison McCleery had been appointed for a four year term as the member from Academic Board.
- 7.2. In terms of Court's equality and diversity aspirations concerning its membership it was noted that good progress had been made on gender and ethnicity but that consideration should be given to other protected characteristics.
- 7.3. Court:
 - a) **Noted** the report of the meeting of Nominations Committee on 5 May 2016.

b) **Approved** the proposed membership and convenorship of Court Committees for 2016/17 as contained in Annex A.

8. HE GOVERNANCE BILL UC(15/16)51

- 8.1. Court received the paper which presented the Higher Education (Scotland) Act, identified key issues to be addressed and recommended next steps to take forward the necessary actions to enable the implementation of the Bill's provisions.
- 8.2. Thereafter, Court **noted** the paper and **approved** the proposed arrangements for implementation.

9. FINANCIAL MEMORANDUM WITH EDINBURGH NAPIER STUDENTS' ASSOCIATION UC(15/16)52

- 9.1. Court received the paper which presented the Financial Memorandum (FM) that the University Leadership Team (ULT) was introducing to ensure that a clear framework of accountability exists with respect to the funding of ENSA by the University.
- 9.2. In discussion it was noted that there remained differences of opinion with regards to the provisions of the FM between the ULT and the ENSA Trustee Board. It was noted that there would be further discussion around the memorandum ahead of implementation and that it would be reviewed and developed in the context of funding allocations over the next year.
- 9.3. Thereafter Court **noted** the Financial Memorandum

10. TRANSNATIONAL EDUCATION (TNE) AND ONLINE STRATEGY UC(15/16)53

- 10.1. Court received and welcomed the University's Online and Transnational Education (TNE) Strategy which sets out a strategic approach to all the University's off-campus credit-bearing provision to 2020. The Strategy was approved by Academic Board at its meeting on 3 June 2016.
- 10.2. Discussion followed during which the desirability of supporting the growth of in-country capacity in developing countries was highlighted. The importance of strategic relationship management to establish long term partnerships which can be grown and developed was recognised as key to the success of the Strategy. Members were interested to see more detailed information on growth targets and financial projections and it was suggested that this be covered in a future pre-Court presentation.
- 10.3. Thereafter Court **noted the** Online and Transnational Education (TNE) Strategy.

11. ANNUAL REPORT TO THE SCOTTISH FUNDING COUNCIL ON INSTITUTION-LED REVIEW/ELIR YEAR-ON REPORT UC(15/16)54

11.1. Court received the paper which presented a draft of the annual report to the Scottish Funding Council on Institution-Led Review and a draft of the Enhancement Led Institutional Review (ELIR) follow-up report.

11.2. Thereafter Court:

- a) **approved in principle** the format and outline content of the draft reports
- b) **authorised** the Vice-Principal to sign-off the final version of the ELIR report prior to this being submitted to QAA Scotland by 22nd July 2016
- c) **authorised** the Vice-Principal to sign-off the final version of the SFC Annual Report prior to this being submitted to the Council by 30th September 2016
- d) **authorised** the Chair of University Court to sign and date the statement of assurance .

12. RISK MANAGEMENT

a)Key Risks Monitoring Schedule* UC(15/16)55

12.1. Court received the paper which provided the final assessment of confidence in the management of the University's top risks for academic year 2015/16.

12.2. Court **noted** the report.

b)University Top Risks for 2016/17* UC(15/16)56

12.3. Court received the paper which presented the draft Top Risks Register for 2016/17 as recommended by the Audit & Risk Committee.

12.4. In relation to the risk concerning high performance culture it was noted that the emphasis was on supporting staff to enable their development, progression and to retain them. It was also suggested that there may be opportunity risks to consider in future.

12.5. Thereafter Court **approved** the Top Risks Register for academic year 2016/17.

13. NOMINATIONS FOR HONORARY AWARDS* UC(15/16)57

13.1. Court **approved** the proposals for Honorary Awards, as recommended by the Honorary Awards Committee and approved by Academic Board.

Part B For information

14. ACADEMIC BOARD MEETING 3 JUNE 2016 UC(15/16)58

14.1. Court **noted** the minutes from the meeting of the Academic Board of 3 June 2016.

15. HEALTH AND SAFETY ANNUAL REPORT UC(15/16)59

15.1. Court received and **noted** the Annual Report of activity in Health & Safety management, on the recommendation of the Health and Safety Committee, as confirmation that there are arrangements in place to secure and promote health and safety. It was noted that greater emphasis on trends would be included in future reports. Court's ultimate responsibility for Health and Safety was emphasised and thanks were extended to all those involved for the quality of the report and effective management of this area.

16. ANNUAL REPORT ON EQUALITY AND DIVERSITY UC(15/16)60

16.1. Court received the annual report on Equality and Diversity covering both staff and students and which provided an update on progress against the Equality Outcomes that were agreed in 2013. It was noted that two new Equality and Diversity Strategies would be developed, one for staff and one for students, which would be shared with Court at its meeting in October. Court welcomed the improved format and presentation of the report.

16.2. Discussion followed during which the importance of focussing on inclusion was recognised and the willingness of ENSA to engage with the University in relation to the new strategy was noted. The importance of including evidence of learning and setting aspirational targets was also emphasised.

16.3. Thereafter Court **noted** the report.

17. UPDATE FROM EDINBURGH NAPIER STUDENTS' ASSOCIATION UC(15/16)61

17.1. Court received the paper which presented ENSA's interim student engagement update.

17.2. Thereafter Court welcomed the presentation and **noted** the report.

Part C Not intended for discussion

18. REPORTS FROM COURT COMMITTEES

18.a Audit & Risk Committee meeting on 25 May 2016* UC(15/16)62

18.1. The report was **noted**.

18.b Finance & Property Committee meeting on 2 June 2016* UC(15/16)63

18.2 The report was **noted**.

19. CORPORATE PLAN 2015/16 UPDATE UC(15/16)64

19.1. Court **noted** the third quarterly update on progress against the delivery of the 2015/16 Corporate Plan.

20. CORPORATE PLAN 2016/17 UC(15/16)65

20.1. Court **noted** the high level version of the 2016/17 Corporate Plan.

21. SFC OUTCOME AGREEMENT UC(15/16)66

21.1. Court **noted** the final version of the University's Outcome Agreement for 2016/17 as submitted to the Scottish Funding Council.

22. UPDATE ON LEGAL MATTER

22.1. Court **noted** a recent positive development in relation to an ongoing legal matter.

23. VALEDICTIONS

23.1. The Chair paid tribute to demitting members of Court; Willie Gallagher, Rob Kemmer, Sophie Goddard and Daire Guilfoyle. All were thanked for their significant contributions to the work of Court and the University. Thanks were also extended to Simon Belfer (Finance Director) who had recently left the University.

24. DATE OF FUTURE MEETINGS AND EVENTS

24.1. The dates of future Court meetings were **noted**.

*Denotes a paper to which an exemption under the Freedom of Information (Scotland) Act 2002 applies.