

Board of Management

MINUTES of the MEETING of the CHAIRS COMMITTEE held via Microsoft Teams on Thursday 03 June 2021

PRESENT:	Sarah Burton, Donald MacKenzie, Innis Montgomery, Tina Stones, Gillian Galloway
APOLOGIES:	None
CHAIR:	Sarah Burton
ATTENDING:	Principal Secretary to the Board of Management

The Chair welcomed everyone to the meeting.

There were no declarations of interest noted.

1. MINUTES

The minute of the Meeting of the Committee held on 04 March 2021 was **ACCEPTED** as a correct record and was **APPROVED**.

2. GOVERNANCE UPDATE

The Board Secretary spoke to her report providing an update on all governance issues.

The Committee discussed the potential requirement for additional membership on the Audit Committee noting that it was felt that we should recruit an additional member with expertise in accountancy. The Committee noted that this can be achieved by co-opting a member who has the relevant experience.

Action: Committee members are to highlight this role within their networks.

The Committee discussed the possibility of having a pre-meeting with the student representatives prior to the LT&R Committee Meetings.

Action: The Board Secretary will set up these meetings for the Academic Year 2021-22.

3. PRINCIPAL'S UPDATE

Partnership Agreement

The Committee was advised that the updated version of the agreement had been reviewed by the Partnership Council who agreed changes; however the document released in April 2021 did not include these suggested amendments.

As a result we have not signed the new agreement. Legal advice has been sought from Brodie's LLP.

A lengthy discussion took place with regards the views of the other Principal's and Colleges within the Partnership, the position of the agreement in its current form and the services which EO provides to us.

Decision: The Committee acknowledged that there was a need for an agreement but felt that we should pursue a short term contract that covers the core items whilst we continue negotiations with EO to ensure that the final signed agreement provides an equitable and legal relationship for both parties. It was **AGREED** that an updated position will be taken to the June Board of Management meeting for further discussion.

Merger Update

The Principal shared with the Committee a copy of the confidential report that related to potential mergers. The Committee held a confidential discussion around this matter which highlighted our concerns in relation to the strategic thinking around some of the proposed efficiencies.

4. PARTNERSHIP COUNCIL UPDATE

The Principal provided the Committee with an update on the Partnership Council highlighting that the curriculum review remains ongoing however the Committee noted that this review is confined to HE only. A lengthy discussion around the review and costing took place.

5. CHAIRS UPDATES

HR Committee

The HR Chair advised that the Committee was working well and had welcomed the addition of EMT members into the meetings.

F&GP Committee

The F&GP Chair advised that the March F&GP Committee meeting had been cancelled due to financial information being unavailable following the cyber incident. The review of the Committee structures will be used to avoid duplication of information and will allow for further focus on decision making.

LT&R Committee

The LT&R Chair highlighted the importance of the Committee meeting students and understanding what they are doing. The review of the Committee will allow for creative time to be built into meetings to facilitate this.

Audit Committee

Item 01

The Audit Chair echoed that the addition of the EMT into meetings has been welcomed. The Committee had discussed the cyber incident and advised that lessons learnt will be discussed at Board level when available. The Audit Chair advised that she has received a toolkit with regards cyber security. A discussion around Audit training took place with it being confirmed that any training needs of Board Members should be picked up within the Board Member Evaluations.

Actions:

- The Board Secretary will circulate the cyber security toolkit to all Board Members.
- The Board Secretary will source appropriate audit training.

6. AOCB

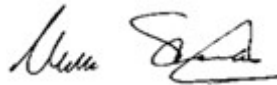
The Principal advised that the Covid-19 response group is now chaired by the Administration Operations Manager. The Committee was advised that there continues to be a robust process in place with regards Covid-19 with increasing numbers on campus. An additional site on Harbour Road will soon be in use.

The Committee gave their thanks to the Principal, the EMT and staff members for all of their work to enable students back onto campus.

7. DATE OF NEXT MEETING

Thursday 9th September 2021 - 8.30 a.m.

Signed by Interim Chair:



Date:

09.09.2021