

# PROFESSIONAL SERVICES LEADERSHIP BOARD

Friday 10 February 2017, 9.15am  
Conference Lounge, Leonard Horner Hall



## AGENDA

Item	Ref
<b>1. FORMAL MATTERS</b>	
1.1 Apologies	
1.2 Minutes of the meeting of 11 January 2017	
1.3 Matters Arising Report from the meeting of 11 January 2017	
1.4 Business reported by the Chair	
<b>2. TRANSFORMATIONAL INITIATIVES</b>	
2.1 Research and Innovation Support and Research Finances	AG
2.2 Marketing and Recruitment	MS / MB
2.3 SARP	PT
<b>3. MANAGEMENT/ PROJECT</b>	
3.1 Healthy University Strategy	CMcA
3.2 Induction Plus	MA
3.3 Tier 4 Mock Audits Report	TB
3.4 Face-to-Face Briefing Feedback	AMDP
3.5 Update on Standardising Job Descriptions Project	MA
3.6 HRD Policy Review - Proposals	MA
<b>4. GOVERNANCE</b>	
4.1 Quarterly Complaints Report	PT
4.2 Staff Scholarship and Remission of Fees Policy	MA
<b>5. OPERATIONAL UPDATE</b>	
5.1 Reports from the Professional Services	
– Borders Campus	VW
– Campus Services	MD
– Dubai Campus	SW
– Edinburgh Schools/Institutes	PB
– Governance & Legal Services	SC
– HRD	MA
– Information Services	MR
– Malaysia Campus	JY
– Marketing & Communications	MS
– Registry Services	PT
– Research & Enterprise Services	AG
– Student Recruitment	MB
5.2 Group Financial Dashboard	AMDP
<b>6. ANY OTHER BUSINESS</b>	
6.1 PSLB Forward Agenda	AMDP
6.2 Policies Under Development Report	AMDP

**Date of Next Meeting – Tuesday 9 March 2017**

