AGENDA

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1. **FORMAL MATTERS**

1.1 Apologies  
*To Note*

1.2 Minutes of the Meetings 1 February 2016 and 8 February 2016  
*To Approve*

1.3 Matters Arising and Actions Log  
*To Note*

1.4 Report from the Chair  
*To Note*

2. **ITEMS TO CONSIDER**

2.1 Implementing the Refined Heriot-Watt Brand  
*To Consider and Approve*

2.2 Taught Postgraduate Programmes Strategic Development  
*To Consider and Approve*

2.3 Applicant Conversion Update  
*To Consider*

2.4 Application Handling Targets  
*To Consider and Approve*

2.5 Planning the University 2016 Athena SWAN Renewal  
*To Consider and Agree*

3. **ITEMS TO RECEIVE**

- Items marked with an asterisk are presented for notice and, if needed, approval without being opened for discussion. Any member who wishes to open a discussion regarding any of these items is asked to notify the Clerk no later than 16:00 on the Friday before the meeting.

3.1 Campus Services Management Board: Minutes of Meeting 18 January 2016*  
*To Note*

3.2 Awards and Proposals Analysis: January 2016*  
*To Note*

4. **Date of Next Meeting – 22 February 2016**

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