

## THE UNIVERSITY EXECUTIVE

(Business Meeting)

Monday 21 March 2016, 08:30 – 10:30

The Heriot Room, George Heriot Wing



### AGENDA

| Item  | Paper Ref    | Status   | Presenter |
|---|--------------|----------|-----------|
| <b>1. FORMAL MATTERS</b>  |              |          |           |
| 1.1 Apologies<br><i>To Note</i>   | -            | -        | JJ        |
| 1.2 Minutes of the Meetings 7 March 2016 and 14 March 2016<br><i>To Approve</i>   | UE/16/066    | Enclosed | JJ        |
|   | UE/16/067    | Enclosed | JJ        |
| 1.3 Matters Arising from the Minutes, Actions Log, and Forward Agenda<br><i>To Note</i>   | UE/16/068    | Enclosed | JJ        |
| 1.4 Report from the Chair<br><i>To Note</i>   | Oral Report  | -        | JJ        |
| <b>2. ITEMS TO CONSIDER</b>   |              |          |           |
| 2.1 Planning Round: Update<br><i>To Consider</i>  | Oral Report  | -        | JJ        |
| 2.2 Learning and Teaching Academy: Update<br><i>To Consider</i>   | Presentation | -        | JWS       |
| 2.3 Internal Audit Report: Tax Governance<br><i>To Consider and Approve</i>   | UE/16/069    | Enclosed | AMD       |
| 2.4 Internal Audit Report: iHR Phase Two<br><i>To Consider and Approve</i>  | UE/16/070    | Enclosed | AMD       |
| 2.5 Internal Audit Report: Risk and Project Management<br><i>To Consider and Approve</i>  | UE/16/071    | Enclosed | AMD       |
| <b>3. ITEMS TO RECEIVE</b>  |              |          |           |
| 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 Complaints: Quarterly Report*<br><i>To Receive</i>  | UE/16/072    | Enclosed | AMD       |
| 3.2 Human Resources Development: Half-Year Report*<br><i>To Receive</i>   | UE/16/073    | Enclosed | AMD       |

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| 3.3 | Global Reward Policy*<br><i>To Receive and Approve</i>  | UE/16/074 | Enclosed | AMD      |
| 3.4 | Fees Working Group: Terms of Reference*<br><i>To Receive and Approve</i>                                      | UE/16/075 | Enclosed | JJ       |
| 3.5 | Learning and Teaching Board: Minutes of Meeting 2 March 2016*<br><i>To Receive</i>                            | UE/16/076 | Enclosed | JWS      |
| 3.6 | Risk and Project Management Strategy Group: Minutes of Meeting<br>3 March 2016*<br><i>To Receive</i>          | UE/16/077 | Enclosed | AMD      |
| 3.7 | Student Applications and Conversion: Update Report and<br>Preparations for Clearing 2016<br><i>To Receive</i> | UE/16/078 | Enclosed | RMcG/AMD |

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**4. Date of Next Meeting – 4 April 2016**