

- In the Chair: Professor Richard A Williams, Principal and Vice-Chancellor
- Present Also: Professor Julian Jones, Vice-Principal
Professor Robert Craik, Vice-Principal (Malaysia)*
Professor Ammar Kaka, Vice-Principal (Dubai)*
Professor Gill Hogg, Deputy Principal (External Relations)
Professor John Sawkins, Deputy Principal (Learning and Teaching)
Professor Robert MacIntosh, Head (Management and Languages)
Professor Stephen McLaughlin, Head (Engineering and Physical Sciences)
Dr Peter Morris, Interim Head (Life Sciences)
Professor Beatrice Pelloni, Head (Mathematics and Computer Sciences)
Professor Gareth Pender, Head (Energy, Geoscience, Infrastructure, and Society)
Professor Fiona Waldron, Head (Textiles and Design)
Ms Ann Marie Dalton, Secretary of the University
Mr Andrew Menzies, Director of Finance
- In Attendance: Mr Richard McGookin, Director of Planning
Professor Jeff Haywood, University of Edinburgh
Mr Mike Roch, Director of Information Services
Mr Brett Dodgson, Clerk
- Apologies: Professor Duncan Hand, Interim Deputy Principal (Research and Knowledge Exchange)
Mr Alick Kitchin, Acting Head (Edinburgh Business School)
-

* Indicates member participating remotely

MINUTE REF

M16/224 WELCOME AND ANNOUNCEMENTS

The Chair welcomed to the meeting the members of the UE and those colleagues who were in attendance.

M16/225 MINUTES OF THE LAST MEETING [Papers: UE/16/145]

The UE received the minutes of the meetings held 6 June 2016 and approved them as a correct record. There were no matters arising from the minutes that were not already on the agenda as circulated.

M16/226 ACTIONS LOG [Paper: UE/16/146]

The UE received the actions log as at 6 June 2016. The Chair invited members to inform the Clerk of progress towards the completion of actions.

M16/227 FORWARD AGENDA [Paper: UE/16/147]

The UE received the forward agenda to 26 September 2016. The Chair invited members to note forthcoming reports and their expected landing dates.

M16/228 REPORT FROM THE CHAIR

In a verbal report the Principal and Chair congratulated Professor Clifford Hague, Emeritus Professor in the School of Energy, Geoscience, Infrastructure, and Society on his appointment as Officer of the Order of the British Empire in the Queen's Birthday Honours List 2016.

It was noted that offers of appointment had been accepted in respect of the positions of Deputy Principal (Enterprise and Business), Deputy Vice-Principal (Dubai), and Deputy Vice-Principal (Malaysia). The selection process was continuing in respect of the positions of Deputy Principal (Research and Innovation) and Head of the Edinburgh Business School.

The Chair noted that he had attended, with the Principals of other Scottish higher education institutions, a meeting hosted by Universities Scotland on how the sector could work with the Scottish Government over the coming parliamentary session. The new Minister for Further Education, Higher Education, and Science, Ms Shirley-Anne Somerville MSP, had been invited to visit the University. It was noted that the University needed to be strategic in its approach to building effective relationships with political and other stakeholders and that an initial report on this would be presented at the next meeting of the UE.

The Chair thanked members for their feedback on the operation of the UE and noted that, in response to this feedback, meetings of the UE would from the start of the 2016-17 academic year move from Mondays to Tuesdays. It was noted that meetings would continue to start at 08:30 (UK time) and that the Clerk would circulate a revised schedule of meetings.

M16/229 TEACHING EXCELLENCE FRAMEWORK

The UE considered a verbal report on the UK government's technical consultation on the development of a Teaching Excellence Framework.

It was noted that:

1. it was expected that higher education institutions which had been assessed as having met existing quality assurance requirements would automatically be rated as having met expectations for the first year of the operation of the Framework (2016-17);
2. the technical consultation set out the detailed proposals for the second year of the operation of the Framework (2017-18); assessments would take place in the second half of 2016-17 and judgements would inform the 2017-18 admissions cycle;
3. the UK government's white paper had set out an intention to move to the third year of the operation of the Framework (2018-19) subject to lessons learned from its second year of operation; proposals for the third year of the operation of the Framework had included the incorporation of new metrics and the piloting of discipline level assessments; and
4. Scottish higher education institutions would need to decide whether to participate in the second and third years of the Framework; an important consideration in this respect was the degree to which existing variations in approach between the UK nations, such as with respect to quality assurance processes, could be accommodated within the Framework.

It was agreed that the Principal and the Deputy Principal (Learning and Teaching) should continue to develop the University's response to the technical consultation.

PRIVATE AND CONFIDENTIAL

M16/230 UNIVERSITY EXECUTIVE: KEY PROJECTS [Paper: UE/16/148]

The UE considered a schedule of the actions and projects arising from the UE strategy day held 10 May 2016.

The UE agreed a number of refinements to the schedule and to the prioritisation of individual projects. It was agreed that a revised draft of the schedule should be prepared and presented for consideration at the next meeting of the UE. It was further agreed that, where appropriate, projects should be formally defined as such in accordance with the University's agreed project management methodology. It was noted that the schedule would be consolidated with the UE actions log and with actions arising through the University Leadership Forum. Projects which were categorised as "business as usual" would proceed on that basis with no further reports to the UE unless specifically needed. Members were invited to inform the Chair should they wish to express an interest in leading or participating in any of the agreed projects.

M16/231 DUBAI TRANSITION PROJECT: APPOINTMENT OF PROJECT MANAGER [Paper: UE/16/155]

The UE considered a proposal to appoint a project manager in respect of the Dubai Transition Project.

It was noted that the appointment was proposed in recognition of the scale of the project, its importance to the University, and the need to ensure the effective coordination of multiple concurrent work streams. The UE was invited to approve the proposed appointment as it would give rise to expenditure which had not been budgeted for.

It was agreed that the Assistant Principal (International Development) should be invited to provide further details as to the scope of the role and on the costs associated with the appointment.

M16/232 EMPLOYEE ENGAGEMENT SURVEY UPDATE: JUNE 2016 [Paper: UE/16/149]

The UE agreed that consideration of this report should be deferred to a later meeting.

M16/233 FACE-TO-FACE FEEDBACK AND JUNE 2016 CORE BRIEF [Paper: UE/16/150]

The UE received a report on feedback received in response to the May 2016 Face-to-Face core brief. It was agreed that the topics for the June 2016 core brief should be agreed by correspondence following the meeting.

M16/234 INSTITUTION-LED QUALITY REVIEW [Paper: UE/16/151]

The UE received the University's report to the Scottish Funding Council on institution-led quality review activities in the 2015-16 academic year.

The UE endorsed the report. It was agreed that the Court should be invited to consider the report and endorse its submission to the Scottish Funding Council.

M16/235 TECHNOLOGY ENHANCED LEARNING AND TEACHING [Papers: UE/16/152 and UE/16/153]

The UE considered a report on a thematic review of technology enhanced learning and teaching and a report on opportunities to make greater use of technology enhanced learning and teaching to support the development and delivery of global Masters degree programmes.

[Reserved Section – Ref. FOI(S)A, s.30 and s.33]

The UE endorsed the findings of the thematic review. It was agreed that the Learning and Teaching Board should develop and present for the endorsement of the UE an action plan in respect of the findings of the review. The UE noted the potential opportunities arising from making greater use of technology enhanced learning and teaching and it was agreed that the action plan to be developed by the Learning and Teaching Board would provide the framework within which programmes could be developed which were characterised by their innovative approach to the use of technology enhanced learning and teaching.

M16/236 COMPLAINTS: HALF-YEAR REPORT [Paper: UE/16/154]

The UE received a report on complaints received by the University over the period September 2015 to February 2016.

M16/237 DATE OF NEXT MEETING

The UE noted that its next meeting would be a strategy meeting and would be held 20 June 2016.

Signed by Chair

Date