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- In the Chair: Professor Julian Jones, Vice-Principal
- Present Also: Professor Robert Craik, Vice-Principal (Malaysia)\*  
Professor Gill Hogg, Deputy Principal (Engagement and Staff Development)  
Dr Gillian Murray, Deputy Principal (Enterprise and Business)  
Professor Gareth Pender, Deputy Principal (Research and Innovation)  
Professor John Sawkins, Deputy Principal (Learning and Teaching)  
Professor Malcolm Chrisp, Head (Energy, Geoscience, Infrastructure, and Society)  
Professor Robert MacIntosh, Head (Social Sciences)  
Professor Stephen McLaughlin, Head (Engineering and Physical Sciences)  
Professor Beatrice Pelloni, Head (Mathematical and Computer Science)  
Professor Fiona Waldron, Head (Textiles and Design)  
Professor Mushtak Al-Atabi, Senior Deputy Vice-Principal (Malaysia)\*  
Ms Ann Marie Dalton-Pillay, Secretary of the University  
Mr Andrew Menzies, Director of Finance
- In Attendance: Mr Richard McGookin, Director of Planning  
Mr Mark Adderley, Director of Human Resource Development  
Ms Ann Jones, Head of Heritage and Information Governance  
Mr Brett Dodgson, Clerk
- Apologies: Professor Richard A Williams, Principal and Vice-Chancellor  
Professor Ammar Kaka, Vice-Principal (Dubai)  
Professor Heather McGregor, Executive Dean (Edinburgh Business School)

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\* Indicates member participating remotely

**MINUTE  
REF**

**M17/137 WELCOME AND ANNOUNCEMENTS**

The UE noted that, in the absence of the Principal, the Vice-Principal would chair the meeting.

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

**M17/138 BLUE PAPERS**

The UE received and noted the Blue Papers including the Operational Plan and Actions Log.

**M17/139 MINUTES OF THE LAST MEETING**

The UE received the minutes of the meetings held 2 May 2017 and 9 May 2017. It was agreed that the minutes should be approved by correspondence following the meeting.

**M17/140 REPORT FROM THE CHAIR**

In a verbal report the Chair noted that the UE had been invited to consider two papers by correspondence:

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1. paper UE/17/051 [Guidance on the Appointment of Self-Employed and Off-Payroll Workers]; it was noted that Procurement Services could provide further advice on the engagement of self-employed and off-payroll workers; and
2. paper UE/17/052 [Lothian Pension Fund: Policy Statement]; it was noted that the University was obliged to adopt such a Statement under the Local Government Pension Scheme (Scotland) Regulations 2014 and that the Statement described how specified discretionary powers would be exercised; it was noted that the Statement would be presented for notice to the Combined Joint Negotiating and Consultative Committee and to the Remuneration Committee.

### **M17/141 GENERAL DATA PROTECTION REGULATION [Paper: UE/17/053]**

The UE considered a presentation on the EU General Data Protection Regulation.

It was noted that the General Data Protection Regulation was designed to harmonize data privacy laws across Europe and would replace the Data Protection Directive 95/46/EC. The General Data Protection Regulation would:

1. apply in the UK from 25 May 2018; the UK Government had confirmed that the UK's decision to withdraw from EU would not affect the commencement of the General Data Protection Regulation;
2. apply, like the UK Data Protection Act 1998, to the processing of personal data; however, the definition of personal data under the General Data Protection Regulation was more detailed than under the Act and would include information such as online identifiers; and
3. apply to processing carried out by organisations operating within the EU as well as to organisations outside the EU that offered goods or services to individuals in the EU.

The General Data Protection Regulation would create some new rights for individuals as well as strengthen some of the rights that individuals had under the UK Data Protection Act 1998. For data processors the General Data Protection Regulation would introduce expanded obligations including the obligation to implement appropriate technical and organisational measures to ensure and demonstrate compliance, to maintain relevant documentation on processing activities, to appoint a data protection officer, to implement measures that would meet the principles of data protection by design and data protection by default, and to use data protection impact assessments where appropriate. The General Data Protection Regulation would also introduce a duty on all organisations to report certain types of data breach to the relevant supervisory authority and, in some cases, to the individuals affected.

The UE endorsed the Project Initiation Document in respect of work to support the University's compliance with the General Data Protection Regulation. It was noted that funding of around £10,000 would be allocated from the legal services budget for the purpose of obtaining legal advice in support of this work.

It was agreed that the Project Sponsor and the Head of Heritage and Information Governance should ensure that the project plan took account of other relevant projects such as the display in Schools of academic performance metrics and the development of output quality profiles for the next Research Excellence Framework exercise.

### **M17/142 STUDENT RECRUITMENT: APPLICATIONS AND OFFERS**

The UE considered a presentation on applications and offers with respect to taught programmes at the Scottish, Dubai, and Malaysia campuses.

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

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**M17/143 SCHOOLS AND SERVICES STAFFING PLANS**

The UE received a verbal report on applications made under the current enhanced voluntary redundancy scheme.

It was noted that the scheme had now closed to new applications. Applications would now be considered by the Vacancy Management Group and applicants would be advised of the outcome of their application by letter to their home address by the end of May or early June.

**M17/144 LEARNING AND TEACHING BOARD [Paper: UE/17/054]**

The UE received the minutes of the meeting held 10 May 2017 and noted the report of business conducted by the Board.

**M17/145 CLERK TO THE UNIVERSITY EXECUTIVE**

The UE noted that the Clerk, Mr Brett Dodgson, would at 26 May 2017 be leaving the University to take up a new appointment at the University of St Andrews. The UE thanked Mr Dodgson for his professional support to the UE and wished him well in his new appointment.

**M17/146 DATE OF NEXT MEETING**

The UE noted that its next meeting would be a business meeting and would be held 30 May 2017.

Signed by Chair .....

Date .....