

SECRETARY'S BOARD

Tuesday 2 September 2014, 9.15am
Court Room, Lord Balerno Building

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
 - 1.2 Minutes of the meeting of 6 August 2014
 - 1.3 Matters Arising Report from the meeting of 6 August 2014
 - 1.4 Policies under development Report
 - 1.5 Projects Master List
 - 1.6 Business reported by the Chair
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2. OPERATIONAL UPDATE

- 2.1 Home Office Update
 - 2.2 Student Systems Quarterly Report
 - 2.3 Reports from the Professional Services
 - Borders Campus
 - Campus Services
 - Dubai Campus
 - Edinburgh Schools/Institutes
 - Finance
 - Governance & Legal Services
 - HR & Development
 - Information Services
 - Malaysia Campus
 - Marketing & Communications
 - Registry Services
 - Research & Enterprise Services
 - Student Recruitment
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3. MANAGEMENT/ PROJECT

- 3.1 Group Financial Dashboard
 - 3.2 Monitoring the Student Experience
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4. POLICIES/PROCEDURES

- 4.1 Student Survey Framework & Process
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5. GOVERNANCE

- 5.1 Quarterly Complaints Report
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6. REPORTS FROM THE GROUPS OF THE SECRETARY'S BOARD

- 6.1 Report from the Strategic Information Services Committee
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7. ANY OTHER BUSINESS

Date of Next Meeting – Tuesday 7 October 2014