

SECRETARY'S BOARD

Tuesday 7 April 2015, 9.15am

Conference Lounge, Leonard Horner Hall

AGENDA

| Item | Ref |
|--|--|
| 1. FORMAL MATTERS | |
| 1.1 | Apologies |
| 1.2 | Minutes of the meeting of 3 March 2015 |
| 1.3 | Matters Arising Report from the meeting of 3 March 2015 |
| 1.4 | Policies under development Report - Development Request: Policy for the Use of Prayer Rooms and Other Faith Related Activities Secretary's Board Projects Register |
| 1.5 | Business reported by the Chair |
| 1.6 | |
| 2. OPERATIONAL UPDATE | |
| 2.1 | Home Office Tier 4 Update SC |
| 2.2 | REF 2014 – Financial Update AMM |
| 2.3 | Reports from the Professional Services |
| | - Borders Campus VW |
| | - Campus Services MD |
| | - Dubai Campus SW |
| | - Edinburgh Schools PB |
| | - Governance & Legal Services SC |
| | - Human Resource Development MA |
| | - Information Services MR |
| | - Malaysia Campus JY |
| | - Marketing & Communications MS |
| | - Registry Services PT |
| | - Research & Enterprise Services LF |
| | - Student Recruitment MB |
| 3. GOVERNANCE | |
| 3.1 | Freedom of Information: Review of 2014 SC |
| 3.2 | SAS Management Group Terms of Reference PT |
| 4. MANAGEMENT/ PROJECT | |
| 4.1 | Group Financial Dashboard AMM |
| 4.2 | Quarterly Complaints Report PT |
| 4.3 | EGIS Change Programme: Progress Update PB |
| 4.4 | Equality and Diversity: Mainstreaming Report and Equal Pay Audit SV |
| 5. ANY OTHER BUSINESS | |
| Date of Next Meeting – <u>To be confirmed</u> | |