

THE GLASGOW SCHOOL OF ART
BOARD OF GOVERNORS

Minutes: 18th June 2015

Present:	Ms Muriel Gray	Chair
	Ms Kerry Aylin	Support Staff Representative
	Ms Alison Lefroy Brooks	Lay Governor and Vice-Chair
	Mr Douglas Brown	Lay Governor
	Professor Tom Inns	Director
	Mr Will Judge	President, Students' Association
	Mr Douglas Kinnaird	Lay Governor
	Ms Eleanor McAllister	Lay Governor
	Mrs Linda McTavish	Lay Governor
	Professor Ken Neil	Academic Council Representative
	Mr Nicholas Oddy	Academic Staff Representative
	Ms Christa Reekie	Lay Governor
	Mr Ken Ross	Lay Governor
	Sir Muir Russell	Lay Governor and Vice-Chair
	Ms Lesley Thomson	Lay Governor
Attending:	Ms Ana Cristobal	Page and Park (for item 8)
	Mr David Park	Page and Park (for item 8)
	Mr Eliot Leviten	Director of Finance and Resources
	Mr Lewis Prosser	President-Elect, Students' Association
	Dr Craig Williamson	Registrar
	Mr John Martin	Assistant Company Secretary

1. Welcome and Apologies for Absence

The Board welcomed Mr Lewis Prosser, President-Elect of the Students' Association, and received apologies from Dr Janet Brown, Dr Simon Groom and Professor Alison Yarrington.

2. Declarations of Interest

None.

3. Minutes and Notes

The Minutes of the meeting held on 9th March 2015 were approved.

4. Report from the Chair

.1 Remuneration Committee

The Remuneration Committee had met in March 2015 to consider the salaries of some senior staff whose roles had changed as a result of administrative restructuring.

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.2 Nominations Committee

The Nominations Committee had just met to consider possible reappointments of Governors whose terms of office would expire shortly, and recommendations to the Board would follow in due course. The committee was also considering the possibility of appointing new Governors to replace recent and imminent departures from the Board.

.3 Daniel Ibbotson

Daniel Ibbotson, who had been in voluntary suspension on health grounds, had indicated that he would not be able to return to the Board. The Chair had replied to Daniel on behalf of the Board to thank him for his considerable contribution during his period of service as a Governor.

.4 Nicholas Oddy

Nicholas Oddy had now served the maximum period of service as a Staff Governor and would therefore now be leaving the Board. Members expressed warm thanks to Nicholas for his contribution to the work of the Board.

.5 Will Judge

The Chair led the Board in a tribute to Will Judge, the outgoing President of the Students' Association. Will had led the Association during a hectic and difficult period, including the aftermath of the Mackintosh Building fire, and had made a major contribution to the progress of the Association and to the work of the Board and its committees. The Board warmly thanked Will and wished him well in his future studies and career.

5. Report from the Director

The Director introduced his report (Paper A6) and thanked Governors for their many contributions during a challenging year for the School. He also drew attention to the following points:

.1 QS World University Rankings

The QS World University Rankings had introduced a new ranking category by discipline, which ranked GSA in the top ten worldwide for its subject areas.

.2 Undergraduate Degree Show 2015

The Degree Show was underway and was attracting strong reviews. The equivalent show in Singapore would open shortly.

.3 Higher Education Governance (Scotland) Bill

This Bill had now been introduced and the Scottish Parliament's Education and Culture Committee had invited written submissions. Universities Scotland was co-ordinating a sectoral response, which would be likely to focus again on the questions of elected chairs of governing bodies and trade union representation on those bodies.

.4 Audit Scotland Review of Higher Education

It was understood that Audit Scotland would shortly be examining the financing of Scottish Higher Education.

.5 Visit by Scottish Funding Council

The School had hosted a visit by officers of the Scottish Funding Council in May 2015.

Part of this minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

.6 Contact with Scottish Government

Senior staff from the School had recently met with the First Minister in New York and Beijing, the first of these meetings being a reception hosted by the First Minister to raise funds for the School's Mackintosh Recovery Fund. Meetings had also been held with other Scottish Government ministers.

.7 Visit by Prince Charles

Prince Charles, the School's Patron, would make a private visit to the School in late June 2015.

.8 Financial Position

This minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

.9 Organisational Developments

This minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

.10 Academic Developments

Various academic developments were under consideration, including a new articulation arrangement with Clyde College and a possible initiative in the area of film.

.11 Estates Developments

Among the estates developments under discussion were the Mackintosh Building Restoration project and the imminent completion of the new student residence at Blythswood House (see also item 12 below).

6. Strategic Plan 2015-18 and Risk Management

This minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

7. 2015/16 and Financial Forecasts to 2017/18

Part of this minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

The Board approved for submission to the Scottish Funding Council the School's budget for 2015/16 and financial forecasts up to 2017/18.

8. Estates Masterplan

The Board welcomed David Page and Ana Cristobal from Page and Park Architects, who gave a presentation on their work to date on the School's Estates Masterplan. Page and Park had been appointed to assist with the Masterplan in September 2014 and had undertaken an extensive survey of the existing estate and numerous interviews with staff. Usage of the School's existing buildings had been analysed and compared with sectoral space norms, along with such considerations as the extent to which the GSA Garnethill campus should be dispersed or concentrated.

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The Board warmly welcomed this presentation and looked forward to further developments, including the development of the Estates Masterplan in conjunction with the restoration of the Mackintosh Building, including the imminent decision on which departments or academic areas would be located in the restored building.

9. Health and Safety Update

The Registrar had provided an extensive update on Health and Safety developments, including reports on Studio and Compliance Practice, a Status Review Report and a summary of the Occupational Health and Safety Plan for 2015/16. The Board welcomed this evidence of the considerable progress being made in Health and Safety matters. Significant attention had also been paid to the safety aspects of the current undergraduate Degree Show, with staff and students broadly accepting the importance of adhering to enhanced procedures.

10. Student Recruitment Update

The Board noted a progress report on student recruitment for 2015/16 (Paper A10), which was encouraging at both undergraduate and postgraduate levels.

11. Work Planning

The Board noted a progress report on the implementation of a Work Planning Model for the School, which sought to define the workloads of academic staff in order to achieve appropriate balances of research, teaching and administrative loads. A working group (led by Professor Ken Neil) had been preparing this model and consulting with various parties, including academic committees, the trade unions and the HR Committee. There remained aspects of the model which required further discussion, including the use of the term 'work planning' as the name for the model. It had been suggested that discussions to date had focussed too much on research, although it could be argued that teaching/learning activities were also well represented. It was further suggested that the trade unions remained suspicious of this initiative, but concerns would hopefully be addressed as discussions continued.

12. Estates Development

The Board noted the Estates Development report (Paper A11.2), including the following developments:

.1 Mackintosh Building Restoration

Further to the information outlined in the report and in the reports from the Mackintosh Restoration Committee, it was reported that the enabling works identified as an initial phase of the restoration were now being considered as a possible separate contract, which could commence around March 2016.

.2 McLellan Galleries

As mentioned in the earlier presentation by Page and Park, it was quite possible that the McLellan Galleries would be seen as an integral part of the future GSA campus on Garnethill. It was confirmed that Glasgow City Council was content to await the outcome of the School's estates planning process (including consideration of funding aspects) before expecting a commitment from the School to take on a lease of the Galleries.

.3 Blythswood House

This minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

13. Lease Terms for Creative Campus, Altyre Estate, Forres

Part of this minute has been withheld from the website version of the Minutes on the grounds of commercial confidentiality.

Subject to the School checking possible exemption from VAT for some of the activities undertaken in Forres, the Board approved the lease of space on the Altyre Estate, as specified in the paper presented to the Board.

14. Students' Association

.1 Report from the President of the Students' Association

The President of the Students' Association introduced his report (Paper A14.1). As also outlined in previous reports, this had been a very busy year as the Association adapted to its new space and facilities. The year was ending strongly with well-attended activities linked to the Degree Show. In response to a query, it was confirmed that some GSA students were not members of the Association (students were invited to 'opt in' at registration), although non-members could still use the facilities. The proportion of members among the GSA student population was high, although participation in elections tended to be low.

.2 Relationship between GSA and the Students' Association

The Registrar had provided a paper on the relationship between the School and the Association (Paper 14.2). It was clear that some formal aspects of the relationship (including governance and responsibilities in such areas as health and safety) should be clarified. The Board noted this paper, which would be taken forward by the Registrar and the Director of Finance and Resources.

[Action: CW/ESL]

15. BoardPad

As outlined in Paper A15, agendas and papers for the Board and some of its committees had been distributed through the BoardPad system for around 18 months, and some members would therefore have a large backlog of meetings available when logging on to the system, which might be difficult to navigate. It was agreed that the three most recent meetings of the Board and committees should always be available to members, and that older meetings should still be available (in PDF format) through the 'Reading Room' facility on BoardPad. It was also agreed that the possibility of a more straightforward password system being made available to the School's BoardPad users would be explored with BoardPad.

[Action: JM]

16. Action Points

The Board noted its list of Action Points (Paper B1).

17. Reports from Academic Council and Board Committees

The Board noted the Minutes of the following meetings:

- Academic Council, 11th March 2015 (Paper B2.1)
- Academic Council, 6th May 2015 (Paper B2.2)
- Audit Committee, 21st April 2015 (Paper B2.3)
- Business and Estates Committee, 13th May 2015 (Paper B2.4)
- Mackintosh Restoration Committee, 15th April 2015 (Paper B2.5)
- Mackintosh Restoration Committee, 20th May 2015 (Paper B2.6)
- Museum and Archive Committee, 15th May 2015 (Paper B2.7)
- Occupational Health and Safety Committee, 7th May 2015 (Paper B2.8)

18. Reports from the Human Resources Committee**.1 Meeting of 17th March 2015**

The Board noted the Minutes of the meeting of the HR Committee held on 17th March 2015 (Paper B2.9) and, as recommended by the Committee, approved the Flexible Working Policy and Procedure and the Child Protection Policy.

.2 Meeting of 3rd June 2015

The Board noted the Minutes of the meeting of the HR Committee held on 3rd June 2015 (Paper B2.10).

19. Management Accounts

The Board noted the Management Accounts to 30th April 2015 (Paper B3).

20. Incident Management/Business Continuity

The Board noted a progress report on the School's Incident Management and Business Continuity policies (Paper B4).

21. Health and Safety and Fire Risk Assessment Policy

The Board approved the Health and Safety and Fire Risk Assessment Policy (Paper B5)

22. Equality and Diversity

The Board noted the report on the School's progress in meeting its duties under Public Sector Equality legislation, including reports on Mainstreaming Equality and Equality Outcomes (Paper B6).

23. Equal Pay Review

The Board noted the School's latest Equal Pay Review, published in April 2015 and discussed at length by the HR Committee (Paper B7)

24. Election of Staff Governors 2015-18

The Board approved the rules for the imminent election of two Staff Governors, to serve on the Board for the period 1st October 2015 – 30th September 2018 (Paper B8).

25. Dates of Board and Committee Meetings 2015/16

The Board noted the dates of its meetings in 2015/16, together with the dates of meetings of several of the Board's committees (Paper B9)

26. Date of Next Meeting

Friday 9th October 2015 at 1.30 pm

JM