

UNIVERSITY OF BIRMINGHAM

COUNCIL

27th June 2018 at 9.00 a.m.

MINUTES

Members present: Mr Ed Smith CBE (Pro-Chancellor, in the Chair); Mr Derrick Anderson; Ms Rose Bennett (Postgraduate Officer); Mr Alan Davey CBE; Mr David Davies OBE; Mr Martin Devenish MBE; Professor Sir David Eastwood (Vice-Chancellor and Principal); Mr Malcolm Harbour CBE; Mr Richard Haywood (Deputy Pro-Chancellor); Dame Lin Homer; Professor Tim Jones (Provost and Vice-Principal); Ms Ellie Keiller (President of the Guild of Students); Mr Mick Laverty; Professor Hisham Mehanna; Mrs Caragh Merrick (Treasurer); Ms Joanne Park (Guild International Officer Elect); Mr Reece Roberts (President of the Guild of Students Elect); Professor Corey Ross; Professor Karen Rowlingson; Dr Ranjit Sondhi CBE; Mr David Stead; Professor Nicola Wilkin.

Also present: Professor David Adams (Pro-Vice-Chancellor and Head of College); Professor Kathleen Armour (Pro-Vice-Chancellor (Education)); Professor Richard Black (Pro-Vice-Chancellor and Head of College); Ms Erica Conway (Finance Director Elect); Ms Cathy Gilbert (Director of External Relations) – for Minutes 18/48 and 18/51(1); Mr Chris Granger (Director of Finance); Ms Olivia Kew-Fickus (Director of Strategic Planning – for Minute 18/49; Professor Robin Mason (Pro-Vice-Chancellor (International); Mr Stephen McAuliffe (Academic Registrar) – for Minute 18/51(4); Mrs Colette McDonough (Assistant Secretary); Professor Myra Nimmo (Pro-Vice-Chancellor and Head of College); Mr Trevor Payne (Director of Estates) – for Minute 18/51(2); Mr Lee Sanders (Registrar and Secretary); Professor Tim Softley (Pro-Vice-Chancellor (Research and Knowledge Transfer); Professor Glyn Watson (Dubai Provost) – for Minute 18/48; Mr Nigel Waugh, Director of Human Resources – for Minute 18/52; Professor Michael Whitby (Pro-Vice-Chancellor and Head of College).

Apologies: Dame Christine Braddock; Sir Terry Morgan; Dame Una O'Brien; Professor Andy Schofield (Pro-Vice-Chancellor and Head of College).

Papers: The minute book contains copies of all written papers or reports to which reference is made below unless indicated otherwise.

18/43 Minutes of previous meeting

Resolved: that the minutes of the meeting of Council held on 24th April 2018 be approved (CO.18.06.01).

18/44 Matters Arising

(1) Minute 18/22, USS Update

Reported that:

(a) the Joint Expert Panel had been established with Ms Joanne Segars OBE as Chair;

- (b) it had met once and was committed to completing its review by September 2018;
- (c) a further update would be provided at the next meeting of Council.

[Note: The Vice-Chancellor and Principal declared an interest in this agenda item by virtue of his position as Chair of USS].

18/45 Pro-Chancellor's Items

Reported that:

- (a) the one-to-one meetings for members of Council with the Pro-Chancellor/Treasurer/Deputy Pro-Chancellor were currently being held. A summary of the findings would be submitted to the October meeting of Council;
- (b) the recommendations for appointment of three new members of Council for 2018/19 and one new member of Council for 2019/20 would be considered at Minute 18/55 below.

18/46 Vice-Chancellor's Items

Noted: a report from the Vice-Chancellor (CO.18.06.02)

Reported that:

- (a) the Office for Students (OfS) Assurance Review would be taking place on 6th July 2018. This five-yearly review was required by the Memorandum of Assurance and Accountability. It had originally been arranged by HEFCE under their arrangements, but given the timing was now being undertaken by the OfS. It consisted of a single day visit to ensure that the University had suitable accountability processes to assure the validity of its annual accountability return to the OfS;
- (b) the interviews for the next Pro-Vice-Chancellor and Head of the College of Life and Environmental Sciences would be held on 3rd July 2018. The recommendation for appointment would be submitted to Council for approval by correspondence. In the event that there was a significant period before the successful candidate was able to take up the post, it was suggested that authority should be delegated to the Pro-Chancellor to approve interim arrangements on behalf of Council;
- (c) Ms Erica Conway would now take over from Chris Granger as Finance Director with effect from 1st July 2018;
- (d) Nigel Waugh, Director of Human Resources, would be leaving the University in September. Odgers would be assisting the University with the search for his permanent successor. Matthew Knight, former Director of Human Resources at the University of Leeds, had been appointed as interim Director of Human Resources starting on 1st September and running until December 2018 in the first instance. Council thanked the Director of Human Resources for his work during his time at the University and conveyed their best wishes to him for the future.

Resolved: that authority be delegated to the Pro-Chancellor to approve, on behalf of Council, the interim arrangements for the Pro-Vice-Chancellor and Head of the College of Life and Environmental Sciences, on the recommendation of the Vice-Chancellor and Principal.

COMMERCIAL IN CONFIDENCE

(1) Update on Long Term Financial Position and Capital Plan Financing

Noted: a briefing paper on the long term financial outlook for the University and the latest financial position of the capital plan (CO.18.06.03). A session on this would be held at the Council Strategy Day on 3rd October 2018 to allow more time for discussion.

(2) Budget for 2018/19 and Forward Look

Considered: the Budget for 2018/19 and Forward Look (CO.18.06.04).

Reported that:

(a) to (c) **[NOT FOR PUBLICATION]**

(d) the University would be monitoring progress against budget throughout 2018/19 on a monthly basis so that any unexpected developments could be addressed promptly;

(e) to (f) **[NOT FOR PUBLICATION]**

Resolved: that the Budget for 2018/19 and Forward Look be approved as set out in Paper CO.18.06.04.

(3) OfS Financial Forecasts

Considered: the OfS Financial Forecasts (CO.18.06.05).

Reported that:

(a) as part of the Annual Accountability cycle of reporting to the OfS, the University was required to submit certain financial information for the current and future years;

(b) the requirements for the July reporting cycle to the OfS had been released at the end of May, along with templates. These appeared identical to the HEFCE requirements followed previously with an extended deadline of September, except for the requirement to forecast for the following four years to 2022/23 (in the past only two years had been required);

(c) it was possible that further refinement of the supporting narrative would be required prior to submission of the Financial Forecasts in September 2018. It was suggested that authority to approve any final amendments be delegated to the Treasurer and Vice-Chancellor and Principal on behalf of Council.

Resolved: that the OfS Financial Forecasts and supporting narrative be approved as set out in Paper CO.18.06.05, subject to authority to approve any final amendments to the narrative being delegated to the Treasurer and Vice-Chancellor and Principal on behalf of Council, prior to submission of the Financial Forecasts to the OfS by September 2018.

COMMERCIAL IN CONFIDENCE

Considered: the University of Birmingham Dubai Phase 1 and 2 Update (CO.18.06.06).

Reported that:

(a) work over the last two years had seen the opportunities in Dubai grow, the

- University's initial criteria and assumptions remain valid and its confidence and knowledge of operating in this market had grown significantly along with potential opportunities beyond delivering degree programmes;
- (b) Phase 1 of the campus was progressing well. The team in Dubai was being established and the building was fully operational ahead of teaching commencing in September 2018;
 - (c) to (d) **[NOT FOR PUBLICATION]**
 - (e) the rationale for UoB considering a large scale overseas campus had been agreed with Council (CO.17.04.04) and remained valid:
 - (i) extending the University's reach and reputation: developing our global reach by being the first global top 100 university to develop a full campus in Dubai;
 - (ii) income and growth diversification;
 - (iii) diversifying and mitigating risk;
 - (iv) supporting our strategic global ambition;
 - (v) pursuing our global ambition to the benefit of students and staff;
 - (f) to (g) **[NOT FOR PUBLICATION]**
 - (h) the following meetings to review the final paper and business case for Phase 2 had been confirmed:
 - (i) the Council Sub-Group would meet over the summer to consider the paper and business case and agree recommendations for October Council;
 - (ii) the UEB Away Day on 20th/21st September 2018 would consider the paper and business case;
 - (iii) SPRC would meet during the week commencing 24th September 2018 to consider the paper and business case;
 - (iv) Council on 4th October 2018 would consider the paper and business case, noting that there would also be a specific session on the University of Birmingham Dubai Phase 2 during the Strategy Day;
 - (i) the discussion focussed on:
[NOT FOR PUBLICATION]
 - (j) the University of Birmingham Dubai team were congratulated on their work and progress to date.

Resolved that:

- (i) progress with work on Phase 2 of the Dubai campus be noted;
- (ii) to (iv) **[NOT FOR PUBLICATION]**
- (v) the Sub-Group be requested to undertake further scrutiny of the revised business case and the matters above and to bring back a report on these issues with the final business case and the Sub-Group's recommendation for consideration by SPRC in September and Council in October 2018;
- (vi) following his retirement from Council, Mr Martin Devenish be appointed as a co-opted member of the Sub-Group in an advisory capacity with effect from 1st August 2018;
- (vii) **[NOT FOR PUBLICATION]**

18/49 Update of Strategic Framework Key Performance Targets

COMMERCIAL IN CONFIDENCE

Considered: the Strategic Framework Key Performance Targets Update (CO.18.06.07).

Reported that:

- (a) the institutional KPTs were updated twice each year, for Council meetings in January/February and June/July, to monitor performance against the Strategic Framework 2015-2020;

- (b) **[NOT FOR PUBLICATION]**
- (c) the discussion focused on:
 - (i) to (ii) **[NOT FOR PUBLICATION]**
 - (iii) whether the report could be enhanced by an indicator for each KPT showing whether the position had improved, declined or remained unchanged since the previous update to Council;
 - (iv) to (v) **[NOT FOR PUBLICATION]**

Resolved that:

- (i) the Key Performance Targets Update as set out at Paper CO.18.06.07 be approved;
- (ii) **[NOT FOR PUBLICATION].**

18/50 Senate

Considered: a report from the meeting of Senate held on 13th June 2018 (CO.18.06.08).

(1) Nominations Committee

Resolved: that the title of the Nominations Committee be changed to Honorary Degrees Committee with effect from 1st August 2018.

(2) Degree Apprenticeships

Reported: that Council requested an update on the University's engagement with Degree Apprenticeships. This would be placed on Board Intelligence, noting that the University was the largest provider of Degree Apprenticeships in the Russell Group.

(3) Structure of Academic Teaching Year

Considered: the new structure for the academic teaching year from 2020-21 and proposed academic semester dates for the period 2020-21 to 2022-23 (CO.18.06.09).

Reported that:

- (a) following review by external consultants and engagement with staff and students, it was recommended by Senate to Council that the University modernised the structure of its academic teaching year;
- (b) the major changes were:
 - (i) the introduction of a formal assessment period at the end of Semester One such that semesters could be self-contained;
 - (ii) increased time for assessment support;
 - (iii) the introduction of an off-timetable 'enrichment week' for students;
 - (iv) a recognition of the work undertaken already by staff in the 'summer period';
- (c) Semester One of the proposed structure was eleven teaching weeks followed by a revision/assessment support week. After the Christmas student vacation there would be two weeks of assessment and a week of student enrichment activities. Semester Two would be eleven teaching weeks (within which would be the Easter student vacation) followed by two weeks of revision/assessment support and three weeks of assessment;
- (d) the main benefits of the new structure were:
 - (i) a more balanced teaching year for staff and students;
 - (ii) new opportunities for students to gain additional skills;
 - (iii) enhanced assessment support for both coursework and examinations;
 - (iv) equitable treatment of students whether their summative module assessment was by coursework or examination;

- (v) the ability to offer shorter periods of mobility making mobility accessible to a wider range of students;
- (vi) a more flexible curriculum;
- (vii) the potential to offer new, innovative programmes including major-minor and interdisciplinary;
- (e) the recommended change to the academic teaching year was to be viewed alongside a range of projects designed to modernise teaching infrastructure, including digital timetabling, the development of a digital module catalogue, and the upgrade to the student record system. Taken together, the changes would bring the University into closer alignment with other leading universities in the sector;
- (f) implementation of these changes would be overseen by the Pro-Vice-Chancellor (Education) and Academic Registrar;
- (g) the President of the Guild of Students welcomed the changes, recognising the benefits for students;
- (h) the academic members of Council welcomed the changes, recognising the benefits for staff and commending the consultation which had been undertaken in order to identify the best way forward for the University.

Resolved that:

- (i) the new structure for the academic teaching year from 2020-21 and proposed academic semester dates for the period 2020-21 to 2022-23 be approved as set out in Paper CO.18.06.09;
- (ii) a progress report on implementation would be submitted to Council in June 2019.
- (4) Annual Report of Student Complaints, Appeals and Grievances to Council and Complaints to the Office of the Independent Adjudicator

Considered: the Annual Report of Student Complaints, Appeals and Grievances to Council and Complaints to the Office of the Independent Adjudicator (CO.18.06.10).

Reported that:

- (a) to (c) ***[NOT FOR PUBLICATION]***
- (d) complaints submitted to the OIA were at a lower level than expected for an institution of the University's size. No complaints have been found by the OIA to be "justified" or "partially justified". This took the University to five years without a single complaint being held as "justified" by the OIA. ***[NOT FOR PUBLICATION]***
- (e) the University Quality Assurance Committee had asked that consideration be given to including additional diversity data in future reports (provided that numbers of appeals / complaints were not too small to render this inclusion unhelpful);
- (f) the figures suggested that the University should continue to be content with the levels of appeals and complaints, which were low and broadly consistent with those reported in recent years, and with the fact that they did not raise systemic or widespread issues. However, it was important to note the caveat that there was no room for complacency. Each appeal and each complaint, even if unsuccessful, had the potential to be reflected in a future student survey. The continuing low numbers of appeals and complaints was testimony to the robustness of the University's procedures and to the work of staff and students who served on Appeal Committees and Review Panels, as well as to the high quality of support provided by all staff in underpinning these important processes. It was also predominantly of course testimony to the quality of experience students enjoy at Birmingham.

Resolved: that the report on Complaints, Appeals, Grievances to Council and Complaints to the OIA for 2016/17 be approved as set out in Paper CO.18.06.10.

Considered: a report from the meetings of Strategy, Planning and Resources Committee held on 15th May and 12th June 2018 (CO.18.06.11).

- (1) Recruitment and Admissions Update

COMMERCIAL IN CONFIDENCE

Considered: the position regarding the number of unconditional and conditional acceptances for home undergraduate and the number of applications received and the number of offers made for overseas undergraduate, home and overseas postgraduate taught, and home and overseas postgraduate research (CO.18.06.12).

Reported:

- (a) to (j) **[NOT FOR PUBLICATION]**
(k) that members of Council were welcome to attend to observe Clearing on 16th August 2018;
(l) the potential impact of changes to A levels and GCSEs on student performance;
(m) that the outcome of recruitment for 2018 entry would be considered by Council in October 2018.

- (2) The Exchange at the Old Municipal Bank, 3 Centenary Square

COMMERCIAL IN CONFIDENCE

Considered: the vision, concept, proposed refurbishment and timing for The Exchange at the Old Municipal Bank, 3 Centenary Square (CO.18.06.13).

Reported:

- (a) that, on the recommendation of SPRC, Council was invited to consider the vision, concept and proposed refurbishment for the 3 Centenary Square project - to be known as The Exchange - following the acquisition of the building in September 2017, and to approve the refurbishment costs and outline business case. This would enable the planning application, construction tender, fundraising, stakeholder engagement and operational planning to be progressed in line with the project programme and to align site logistics with adjacent construction projects. Following a smaller programme of enabling works, it was proposed that main works would start on site in summer 2019 with the building re-opening to the public in 2021, in advance of the Commonwealth Games 2022;
- (b) **[NOT FOR PUBLICATION]** A paper would be submitted to Council and SPRC in November 2018 to confirm the final capital cost of the refurbishment for Council approval. Further work would also be undertaken to refine and enhance the business case for The Exchange, including income, recurrent costs, external funding and the benefits statement, for submission to Council and SPRC in January 2019;
- (c) that the proposal would bring great benefit from the perspective of both the University's charitable objectives and civic mission. Re-positioning Chamberlain's original vision into the 21st century, the project would create a new home for the University in the heart of the City. It would act as a convening facility and public space for stakeholders to work with the University's staff and students on a range of integrated programme strands that were thematically led, co-created and co-delivered, bringing research closer to people, and enabling our work to inform,

and be informed by, our audiences. Creating critical mass to deliver the Influence pillar of the Strategic Framework and a focal point for culture and public engagement, student entrepreneurship, policy and leadership activity, The Exchange would help the University to set the standard for a modern civic university, showcasing students, staff, and the value of higher education in general;

- (d) to (f) **[NOT FOR PUBLICATION]**
- (g) the benefits of the location of The Exchange at the heart of the City were recognised, noting, for example, the opportunity to raise the University's profile and develop relationships with PwC and HSBC who would be occupying the neighbouring buildings on Centenary Square;
- (h) the flexibility of the design approach was commended.

Resolved that:

- (i) the vision, concept, proposed refurbishment and timing for The Exchange at 3 Centenary Square project be approved as set out in Paper CO.18.06.13, **[NOT FOR PUBLICATION]**. This will enable the planning application and construction tender to proceed in line with the project programme and the requirements of the site logistics and adjacent construction projects;
 - (ii) following finalisation of the design detail and completion of the contractor procurement and enabling works, a paper be submitted to Council and SPRC in November 2018 by the Director of Estates to confirm the final capital cost of the refurbishment for Council approval, following which a contract will be signed and the main construction work will proceed;
 - (iii) further work be undertaken to refine and enhance the business case for The Exchange, including income, recurrent costs, external funding and the benefits statement, for submission to Council and SPRC in January 2019.
- (3) Development of Birmingham Life Sciences Park

COMMERCIAL IN CONFIDENCE

Considered: an update on the development of Birmingham Life Sciences Park (CO.18.06.14).

Reported that:

- (a) to (i) **[NOT FOR PUBLICATION]**
- (j) Council emphasised the importance of early engagement with key partners, including regional and major industrial partners.

Noted:

- (i) progress with development of the Birmingham Life Sciences Park as set out in Paper CO.18.06.14;
 - (ii) that the business case would be submitted to Council for approval in early 2019.
- (4) StARs (Student Administration Refresh and Simplification Programme)

Considered: the Student Administration Refresh and Simplification Programme (CO.18.06.15).

Reported that:

- (a) the University needed to upgrade its student record system from Banner 8 to Banner 9 and comprehensively review its administrative processes associated with the system **[NOT FOR PUBLICATION]**;
- (b) the proposed three year change programme would complete in the 2021/22

- academic year;
- (c) the importance of clearly articulating the benefits of and efficiencies to be delivered by the project was recognised;
- (d) **[NOT FOR PUBLICATION]**
- (e) the discussion covered the selection of supplier. Council was assured that a comprehensive evaluation of all supplier options had been undertaken before selecting Ellucian as the recommended option.

Resolved: that the upgrade of the University's student record system and review of administrative processes associated with the system and the associated business case be approved **[NOT FOR PUBLICATION]**.

(5) ASSUR - Interim Update

Considered: the ASSUR Interim Update (CO.18.06.16).

Reported that:

- (a) Council was invited to consider and comment on institutional sustainability, in the light of the following papers which had been considered at the meeting, including:
 - (i) the Budget for 2017/18 and the Forward Look for the following three years (CO.18.06.04);
 - (ii) the most recent KPTs Update (CO.18.06.07);
 - (iii) the update on Recruitment and Admissions (CO.18.06.12);
 - (iv) and the University's league table performance as noted in VC's Items (CO.18.06.02).
- (b) this was an interim update; a final recommendation on institutional sustainability would be considered by Council in November 2018;
- (c) the OfS had not yet indicated that it would require or request submission of the ASSUR in its current form (HEFCE had previously requested it as part of the 1st December Annual Accountability Returns) and the University would review whether to make ASSUR returns in future once the OfS had confirmed its position.

Resolved: that the Annual Sustainability Assurance Report (ASSUR) Interim Update be approved as set out in Paper CO.18.06.16.

18/52 Annual Health and Safety Assurance Report

Considered: the Annual Health and Safety Assurance Report (CO.18.06.17).

Reported that:

- (a) this report demonstrated the effectiveness of health and safety management arrangements across the University during the period June 2017 to June 2018;
- (b) good progress was being made by the University Health and Safety Executive Group (UHSEG) in reviewing and revising the University Health and Safety Policy and the arrangements that implemented it. The aim was to ensure the right action was being taken at the right time and by the right person;
- (c) to (e) **[NOT FOR PUBLICATION]**
- (f) accident and incident data between June 2017 and June 2018 had been reviewed and was confirmed as stable and in line with sector equivalents;
- (g) progress was reported against the most recent insurance audit (carried out in 2018). The actions from the two reports had been distributed to Estates and other areas, and regular progress meetings were scheduled;
- (h) the main University Health and Safety Policy was being revised by the UHSEG. The policies and guidance that support implementation were also being reviewed

in order to align to the new University policy, but also for the purposes of ensuring they remained fit-for-purpose;

- (i) in terms of fire safety, this was a standing item at each meeting of UHSEG, in addition to receiving a termly assurance report from the Fire Strategy Group, noting that the latter had also held an emergency meeting following the fire at Grenfell Tower. A revised University Fire Safety Policy had been implemented and the University Strategic Emergency Response Team (SERT) had held a workshop led by Derrick Anderson, Member of Council, on managing major incidents, including fire. Annual fire drills were up to date and all of the building Fire Risk Assessments had been completed and risk rated to determine their review period.

Resolved: that the Annual Health and Safety Assurance Report be approved as set out in Paper CO.18.06.17.

18/53 University of Birmingham School: Ofsted Inspection Report

Noted: the first Ofsted Inspection Report for the University of Birmingham School (CO.18.06.18).

Reported that:

- (a) the University of Birmingham School has been awarded a 'good' rating in its first official inspection from Ofsted (April 2018).
- (b) the School, which opened in September 2015 as the only University Secondary Training School in the country, had been commended by Ofsted for its character education programme, its inclusive approach, and close partnership with the University;
- (c) Ofsted had also recognised the value and depth of the partnership between the School and the University.

Resolved: that Council congratulated the School, its Principal and governors on the successful outcome of 'good', noting that the School had not yet had any GCSE results.

18/54 Audit Committee

Noted: the report from the meeting of Audit Committee held on 5th June 2018 (CO.18.06.19).

18/55 Membership Committee

Considered: the report from the meeting of Membership Committee held on 12th March 2018 (CO.18.06.20).

Resolved that:

- (i) Ms Deborah Cadman be appointed as a new member of Council for four years with effect from 1st August 2018;
- (ii) Mr Harjinder Kang be appointed as a new member of Council for four years with effect from 1st August 2018;
- (iii) Mr Richard Swann be appointed as a new member of Council for four years with effect from 1st August 2018;
- (iv) Ms Jacqueline Taylor be appointed as a co-opted member of the Investment Sub-Committee from 1st August 2018 to 31st July 2019 and as a new member of Council for four years with effect from 1st August 2019;
- (v) the vacancies in the membership of Council Committees for 2018/19 be addressed as set out in Paper CO.18.06.20.

18/56 OfS Regulatory Advice 5: Exempt Charities

Noted: the OfS Regulatory Advice 5: Exempt Charities (CO.18.09.21).

18/57 Arrangements for Transaction of Business between Meetings of Council

Considered: the arrangements for transaction of business between meetings of Council (CO.18.06.22).

Resolved that:

- (i) the procedure for transacting matters of urgency during the Summer Period between meetings of Council be confirmed as set out in Paper CO.18.06.22;
- (ii) authority be delegated to the sub-group of Council, previously established for Dubai, consisting of the Pro-Chancellor and Chair of Council, Deputy Pro-Chancellor, Treasurer, Vice-Chancellor and Principal, and Martin Devenish (co-opted member from 1st August 2018), to act on behalf of Council with responsibility for considering and approving any matters of detail requiring Council agreement which arise during the Summer Period in respect of the University of Birmingham in Dubai.

18/58 Capital Projects over £10m

COMMERCIAL IN CONFIDENCE

Received: a report from the Director of Estates (CO.18.06.23).

18/59 Affixing of the University Seal

COMMERCIAL IN CONFIDENCE

Received: a report noting the transactions which had required use of the University Seal since the last meeting of Council (CO.18.06.24).

18/60 Any Other Business

Reported that the Pro-Chancellor thanked:

- (a) Mr Martin Devenish and Dr Ranjit Sondhi who would complete their terms of office on 31st July 2018 after eight years on Council;
- (b) Ms Ellie Keiller who had been President of the Guild for the past two years;
- (c) Ms Rose Bennett, Guild Postgraduate Officer, who would complete her term of office on 15th July 2018, having joined Council in November 2015;
- (d) Mr Chris Granger, Director of Finance, who had joined the University on 1st December 2014 and was retiring in July 2018;
- (e) Professor Myra Nimmo, Pro-Vice-Chancellor and Head of College of Life and Environmental Sciences, who had joined the University on 1st October 2014 and was retiring at the end of the week.

18/61 Programme of Meetings

Noted: the programme of meetings of Council for 2018/19:

Tuesday 2nd October 2018, 6.30pm, Council Dinner

Wednesday 3rd October 2018, 9.00am, Council Strategy Day

Tuesday 27th November 2018, 5.00pm, Council Presentation and Dinner
Wednesday 28th November 2018, 9.00am, Council Meeting
Tuesday 29th January 2019, 5.00pm, Council Presentation and Dinner
Wednesday 30th January 2019, 9.00am, Council Meeting
Thursday 4th April 2019, 9.00am, Council Strategy Day and Dinner
Tuesday 25th June 2019, 5.00pm, Council Presentation and Dinner
Wednesday 26th June 2019, 9.00am, Council Meeting