

GLASGOW KELVIN COLLEGE**BOARD OF MANAGEMENT****EXECUTIVE COMMITTEE****Minute of the meeting held at 4.30pm on Wednesday 16 December 2020 via Microsoft Teams****1. Sederunt**

Ian Patrick – Chair
Rob Doyle – Vice Chair
Derek Smeall - Principal
John Hogg
Laura Birch
Dr Marion Allison

In Attendance:

Douglas Wilson – Clerk to the Board
Jeanette Evans – Vice Principal Operations
Robin Ashton – Vice Principal Curriculum
Lisa Clark – Assistant Principal (Interim)
Annette McKenna – Governance & Executive Support Manager (recording purposes)

2. Apologies

Apologies were received from Anne McTaggart.

3. Terms of Reference

It was confirmed the meeting was quorate with 6 members in attendance.

4. Declarations of Interest

No declarations of interest were noted by members.

5. Minutes of Previous Meeting held on 16 November 2020

The minute of the previous meeting was accepted as an accurate record of the business conducted at the meeting held on 16 November 2020.

6. Matters Arising from the Previous Meeting held on 16 November 2020*Item 7 - Quarter One, Forecast and Associated Alf Submission, 2020-23*

The Principal informed members that the submission for financial assistance to the Arms Length Foundation had been approved and that funds would be transferred to the College in due course.

Item 8 – Voluntary Severance Scheme

The Principal reminded members that the College Voluntary Severance (VS) Scheme had been approved by the Board of Management at the meeting held on 7 December 2020. He informed members that it had now been approved by GCRB and had been passed to the Scottish Funding Council (SFC) for approval. He added that the College Transformation and

Renewal Plan had also been considered by GCRB and that members had welcomed the detail in the Plan.

The Chair provided members with feedback on VS Schemes within the sector from a Colleges Scotland Chairs' meeting he had attended recently. He stated that some other colleges were offering a poorer compensation package than in previous schemes.

**7. Glasgow Kelvin College Response to GCRB Call for Evidence: Regional Review of Glasgow's College Sector
Report by Principal and Vice Principal Curriculum and Quality Enhancement**

The Chair reminded members that they had been given delegated authority from the Board of Management to approve the College submission to the GCRB Call for Evidence with a deadline of 18 December 2020.

I Patrick commented that the draft submission was an excellent piece of work undertaken by the Executive Team, it set out the College position and presented its arguments positively.

The Vice Principal Curriculum highlighted that the discussions held at the working group meetings had helped form and shape the idea of a collaborative model. He provided feedback from members that he had received by email.

Members discussed the submission at length and agreed that no fundamental amendments were required. It was further stated that this was a fantastic piece of work that installed pride in them to be part of a College which produced such high quality documentation. Members suggested a few minor changes only in relation to emphasis and agreed it should be submitted to GCRB as the College response.

Furthermore, members agreed that a letter, from the Board and signed by the Chair, accompany the submission to GCRB requesting that the report be circulated to Board members of GCRB.

In addition, members agreed that in early January 2021, a copy of the College response be provided to SFC in response to their request for comments on their *Coherence and Sustainability: A review of Scotland's Colleges and Universities Phase One Report*.

The Chair thanked the Executive Team for the work undertaken in producing the submission and for members contribution.

D Smeall thanked the Chair and members of the Executive Committee for their comments and continued support.

8. Stakeholder Engagement Update

The Principal provided members with a detailed update on the engagement and consultation held with numerous stakeholders and elected members with regard to the GCRB Call for Evidence and the College response.

The Chair commented that the meetings he and the Principal had with one MP and three MSPs had been positive and all had been in favour of the view of the College; they had offered their support as and when required.

The Principal informed members that the College had sent out 65 letters to key stakeholders and organisations and had received a good response. He added that, as well as meetings with elected members, senior staff from the College had met with key organisations and stakeholders such as White Ribbon Scotland, SNIPEF, Springburn Community Council and FUSE Scotland.

The Vice Principal Curriculum added that SWAP was submitting a response to the GCRB Call for Evidence and highlighted that theirs would align with the College response as they too have a community focus and recruit their students in community colleges who go on to study at University.

9. Risk Management – Risk Issues to be considered as a consequence of the consideration of the above agenda

Members agreed there were no new risk management issues raised as a consequence of the business conducted at the meeting.

10. Equality Management – Equality Issues to be considered as a consequence of the consideration of the above agenda

Members agreed there were no new equality management issues raised as a consequence of the business conducted at the meeting.

11. Data Protection – Data Protection Issues to be considered as a consequence of the consideration of the above agenda

Members agreed there were no new data protection issues raised as a consequence of the business conducted at the meeting.

12. Closure

The meeting closed at 5.40pm with the Chair thanking members for their contribution and attendance. He thanked all for their commitment over the year and wished them a restful break.

13. Date of Next Meeting

To be confirmed