

JOHN WHEATLEY COLLEGE
BOARD OF MANAGEMENT
PERSONNEL & STAFFING COMMITTEE
AGENDA

Agenda of the meeting of the Personnel & Staffing Committee to be held on Monday 28th November at 12.30pm in the Conference Room of Strathclyde European Partnership, 94 Elmbank Street, Glasgow.

- 1 Sederunt**
- 2 Apologies**
- 3 Terms of Reference**
(copy attached)
- 4 Declarations of Interest**
- 5 Minutes of the previous meeting of the Personnel and Staffing Committee held on 5 October 2005**
(copy attached)
- 6 Matters arising from the minutes of the previous meeting**
- 7 Minute of and Matters arising from previous meeting**
 - a) JCC minutes of meeting held on 19 August 2005**
(copy attached)
- 8 Correspondence - SPPA Benefit Statement Letter and Annexes**
(copy attached)
- 9 Modernisation of Conditions of Service – Teaching, Support & Management Staff**
Report by Depute Principal
(copy attached)
- 10 Staff Attendance Report – 1 August 2005 to 31 October 2005**
Report by Human Resources Manager
(copy attached)
- 11 Continuing Professional Development Plan 2005/06**
Report by Associate Principal (Quality)
(copy attached)
- 12 Family and Parental Leave Policy and Personal and Domestic Leave Policy – 2004/2005**
Report by Human Resources Manager
(copy attached)

13 Closure

14 Date of Next Meeting

The next meeting of the Personnel and Staffing Committee is scheduled to be held on Monday, 30 January 2006

Freedom of Information

Members will recall that the College will be making publicly available the agenda, papers and minutes of this meeting. Should members wish to retain their papers they are free to do so otherwise the College will collect the papers for destruction.

Members who have made manuscript annotations to their agenda, minutes or papers and intend to keep them must register the annotations with the individual minuting the meeting using the pro forma issued with the papers.

AK/MM
John Wheatley College
17 November 2005