

# **John Wheatley College**

## **Executive Committee**

### **Minutes of the Executive Committee meeting held on Friday 29 October at 2.30pm in T26, Easterhouse Campus.**

#### **1. Sederunt**

The meeting commenced at 2.30pm and was attended by:

Jim Cope (Chair)  
Jimmy Graham (Vice Chair)  
Ian Graham (Principal)  
Andrew Woolley  
Martin Axford

#### **Also in attendance:**

Alex Kirk (Depute Principal)  
Doreen Sneddon (Human Resources Manager)  
L Crouchman (minute taker)

#### **2. Apologies**

Desmond O'Brien  
Helen Ostrycharz  
Roger Stewart (Clerk to the Board)

#### **3. Declarations of Interest**

There were no declarations of interest.

#### **4. Minutes of the meetings held on:**

The minutes of the previous meetings were taken as read. They were accepted as an accurate record of the meetings held on 16 September 2004 and 7 October 2004

#### **5. Matters arising from the minutes of the previous meetings**

##### **a) 16 September 2004; and**

##### **Item 7b) i) - Full Business Case – Additional Information**

A Kirk informed members that the Full Business Case had been accepted by the Scottish Further Education Funding Council (SFEFC) and that the College had had confirmation that it will receive £5.8m funding for the new build project.

A Kirk also added that the Scottish Information Commissioner had written to I Graham to say that they would investigate the request for access to information from the SFEFC's Property and Capital Investment

Committee. However, the College had now received the information from the SFEFC without this intervention.

#### **Item 8 - Recruitment of Board Members**

A Kirk advised members that the recruitment of the Board members would be discussed after this meeting.

#### **Item 10 - Proposed Organisational Culture Effectiveness Survey**

I Graham informed members that the Pacific Institute Culture Survey is progressing, that it should be carried out before the end of the year and that the reports should be completed by February 2005.

#### **b) 7 October 2004**

I Graham informed members that there was nothing else to report about the Mullen Tribunal.

### **6. Correspondence**

#### **a) ASC – SFEFC Open Meeting**

I Graham informed members that this was an important document as it indicates that there may be a move towards pay modernisation for Further Education.

#### **b) i) Next steps in developing the city centre estate**

I Graham informed members that if the SFEFC cannot agree on the way forward then it may mean that work in this area would not go ahead. He added that he would be attending a further meeting on the 1 November 2004.

#### **ii) Investment in Glasgow infrastructure**

I Graham advised members that the College is trying to drive the SFEFC to make an investment to the ICT infrastructure in Glasgow.

#### **c) JWC – College complaint to Esther Robertson**

I Graham informed members that J Cope and himself would be meeting the Mr R McClure and Ms E Robertson of the SFEFC on the 7 December 2004.

### **7. Audit of Student Activity Undertaken in session 2003/04**

The Principal tabled the final version of the student activity report to replace the draft sent out with members' papers. He confirmed the College had achieved its student activity target but not the fee waiver target. He added that a full report would be presented to a future Board of Management meeting and that these returns would now be forwarded to the SFEFC.

## **8. Additional Capital Allocation – session 2004/05**

I Graham informed members that this had been received after the Board meeting on 7 October 2004. The Principal drew members' attention to pg 2, paragraph 7 condition of grant and stated that none of these conditions apply to the College as the extra capital will be spent on upgrading the ICT capacity. He continued that this was indicated in the operational plan.

I Graham informed members that the College will receive approximately £60,000 from SFEFC. It was proposed that this additional funding would be used to supplement the routine maintenance work budget and to upgrade the ICT infrastructure in the Easterhouse campus. I Graham stated that he would produce a paper documenting the progress that had been made with regard to this item for a future meeting of the Executive Committee.

## **9. Scottish Ministers' Annual Report on Further Education 2003**

I Graham informed members he has suggested that in future they write a report on the quality of learning and teaching.

Members agreed to note the contents of the Principal's paper and the Executive's 2003 Report on FE (attached as an annex).

## **10. Association of Scottish Colleges – Annual Report 2003/04**

Members noted the contents of this report and its annex.

## **11. Closure**

The meeting closed at 3.10pm with the Chair thanking all members for their contribution.

## **12. Date of next meeting**

The date of the next meeting is to be confirmed.