

Board of Management

Wed 15 September 2021, 16:30 - 18:30

Teams

Attendees

Board members

Andrew Anderson, Beth Mouat (Absent from: 8), Graeme Howell, Jane Lewis (Principal - Shetland UHI), Karen Hall, Grant Cumming, Simon Collins, John Goodlad, Maria Bell

Absent: George Wallington

Apologies

Florence Jansen, Glenn Gilfillan, David Sandison (Chair), Lauren Doughton, Rory Gillies, Cally Mair

Also in Attendance

Matt Sierocinski King

Meeting minutes

1. Welcome, Apologies, and Announcements

Graeme Howell

GH chaired the meeting, and welcomed everyone.

Betty Fullerton's resignation was acknowledged and the board recorded their thanks for her valuable service.

2. Minutes of the previous meeting

Graeme Howell

The minutes, were proposed by JG, and seconded by GC, and passed, with the amendment below.

KH asked the Secretary to confirm whether she was present at the previous meeting, and to add her to the minutes, as appropriate.

Action: Secretary to confirm KH's attendance at the previous meeting.

 Minutes_Board of Management_180821.pdf

3. Matters Arising

Graeme Howell

No matters were arising.

4. Reports from Committee Chairs

Graeme Howell

4.1. Finance and General Purposes Committee

Graeme Howell

GH gave an update on the committee, focusing on budget and financial planning.

GH updated on the progress on the financial handbook.

5. Update from Partnership Council

JL updated on two Partnership Council meetings, the first focused on rebranding, with the paper on this approved at the second, and then going to Court for approval.

A report on curriculum review was presented to Partnership Council.

An report on recruitment was also discussed.

A report on residences was brought to Partnership Council, with WHC looking at extending accommodation to another building.

An update was given on finances at Partnership Council.

OC and SUHI also met to discuss shared resources.

The board expressed on the timing of the rebranding exercise and the view that Shetland UHI must have an identity in relation to, and distinct from, UHI.

The board noted a report recently received of Partnership Council which was circulated.

6. Verbal Update on Board Development Plans

Matt Sierocinski King

The Secretary informed the board that a full programme of training sessions were released by CDN on Monday,

The Secretary is currently assessing what sessions are relevant and to whom. In the coming days the Secretary will invite members to sign up for CDN and fill out a Microsoft Form outlining which workshop sessions they wish to attend, along with information about online modules.

The Chair requested that Secretary categorise each training opportunity into the following categories, to help board members prioritise their time:

- Must do
- Could do
- For fun

The board agreed to appoint GH as the Senior Independent Board member.

Action; The Secretary shall invite board members to training sessions shortly, in line with the Chair's categories.

7. Principal's Report

Jane Lewis

JL gave her report focussing on Covid guidelines, student numbers, short courses, research, merger, general activities and achievements.

Shetland UHI enrolment numbers, as of 6th September 2021, were noted in JL's report as follows:

Further Education Full-Time: 38 (30th September 2020: 48)

Further Education Part-Time: 240 (30th September 2020: 400+)

Higher Education Full-Time: 93 (Comparative figures unavailable)

Higher Education Full-Time: 83 (Comparative figures unavailable)

These numbers are a snapshot of an ongoing enrolment process and will change in the coming period.

JL's report also contained details of the current position regarding apprentices through Shetland UHI's SDS contract:

Contract volume for current AY: 171

Contract fulfilled: 71 (+14 in registration; 34 identified)

Contract to be fulfilled: 82

JL noted her thanks on staff support in implementing Covid measures.

JL noted the UKRI successful bid by Rachel Shucksmith, (£197,398) for a research project 'Integrating diverse values into the sustainable management of marine resources in the UK'.

JL noted the success of the Shetland Green Team their highly commendation in the Society of the Year award.

JL noted the success on Dee Henderson-Haefner on their award

JL noted the success on Rachel Birse on their second prize with her Scottish landscape and Highland textiles inspired work.

JL noted the success of John Ratter who received a high commendation from HISA awards in the category of Best Class Representative.

The board discussed the staff recruitment challenges, and the contradictions of the Covid guidance, and the board discussed the use of face mask and face shields.

 BoM 2021-10 Principal s report.pdf

8. Staff Elections Update

Matt Sierocinski King

BM left the meeting.

The Secretary gave an update on the election process.

The Teaching Staff Director Election had proceeded to a formal vote, as three candidates had nominated themselves: Joan Beattie, Simon Clarke, Beth Mouat. At this point in the meeting, the turnout was recorded as 55% with 55 votes cast, though the secretary requested the assistance of JL to review the names of those who had yet to vote, in case any had recently left Shetland UHI. The secretary explained that 22 of the 55 had voted within the first hour of voting, with voting being conducted by Single Transferable Vote.

The Secretary also gave an update on the Support Staff Director Election that one candidate had come forth for the role: Angela Sutherland.

Angela Sutherland's candidacy and the winner of the Teaching Staff Director election will both be progressed to Search and Nominations Committee.

Action: The Secretary shall present the candidacies of the respective elections to the next meeting of Search and Nominations Committee.


9. Updated Committee Dates

Matt Sierocinski King

The Secretary presented an updated set of dates for Committee meetings, with changes to Audit Committee and Learning, Teaching, and Research Committee, for the Board to note.

The Board agreed to the cancellation of the September Human Resources and Remuneration Committee meeting.

Action: The Secretary will arrange with the Chairs, a meeting of Search and Nominations Committee in early October.

 BOM-2021-09 Board and Committee Dates Update.pdf

10. Any Other Business

Graeme Howell

No items were raised.

11. Date of Next Meeting

Graeme Howell

Wednesday 20th October at 16:30-18:30

