

GENERAL COUNCIL

Members of the General Council are called to a statutory
half-yearly **MEETING** on **SATURDAY 26 JUNE 2004** at **11.00a.m.**
in **PARLIAMENT HALL**, (at St Mary's College, South Street), **University of St Andrews.**

AGENDA

Opening Prayer

Page

1. **ELECTION OF COUNCIL ASSESSOR TO SERVE ON THE UNIVERSITY COURT**

Intimation that Miss Kathleen M Patrick has been elected (unopposed) by the General Council to serve as one of its two assessors on the University Court, for four years from 1 August 2004.

2. **MINUTE OF THE LAST ORDINARY HALF-YEARLY MEETING OF THE COUNCIL HELD ON 29 NOVEMBER 2003**

3. **BUSINESS COMMITTEE**

(a) To receive the report of the committee's meeting held on 17 April 2004.

(b) Membership

(i) Intimation that the following persons fall to vacate office as members of the Business Committee on 30 June 2004:- Dr D J Evans, Mr D P Hamilton, Mrs A M Taylor.

(ii) To elect three persons to serve as members of the Business Committee for four years from 1 July 2004. (*Nominations forms are available from the Clerk in advance of the meeting; a proposer and a seconder are required together with written acceptance of nomination by the candidate. Nominations may also be made at the meeting.*)

3. **COMMITTEE OF THE ALUMNUS ASSOCIATION**

(a) To receive the report of the committee's meeting held on 28 February 2004.

(b) To confirm the committee's membership for 2004-5.

4. **ADDRESS TO THE COUNCIL BY PRINCIPAL BRIAN LANG**

5. **ANY OTHER COMPETENT BUSINESS**

Benediction

IAN M WRIGHT
Clerk to the General Council

Old Union Building
79 North Street
1 June 2004

**The next statutory meeting of the Council will be held in York, England
(National Centre for Early Music, St Margaret's Church, Walmgate) on Saturday 27 November 2004 at 11am.**

GENERAL COUNCIL

PRESIDENT

Sir Kenneth Dover, *Chancellor*

ASSESSORS ON THE UNIVERSITY COURT

Mr William Berry (*until 31st July 2004*)

Mr E D Murray (*until 31st July 2006*)

BUSINESS COMMITTEE

Convener Dr D J Evans

Vice Convener Mr M P L Strachan

Ex Officio Members

The Principal (Dr B A Lang)

The Chancellor's Assessor (Emeritus Professor D B Thomas)

The Assessors of the Council on the University Court - *see above*

The Convener of the Committee of the Alumnus Association - *see below*

The Convener of the Sub-Committee on Ordinances and Resolutions - *see below*

Elected Members (until 30th June in the year stated)

2004: Dr D J Evans, Mr D P Hamilton, Mrs A M Taylor

2005: Mr M A W Booth, Ms R J Roland, Mr M P L Strachan

2006: Mr R B Christie, Mr M B Passmore, Mrs J M Watkinson

2007: Mrs J L MacDonald, Mr J M North, Mr E D Wilson

Co-opted Members

Mr G R C Scott (*until 31st July 2004*)

Mr J F Matthews (*until 31st July 2005*)

Ordinances and Resolutions Sub-Committee

Mrs J M Watkinson (convener)

The Convener and Vice Convener of the Business Committee *ex officio*

Mr M B Passmore (2006)

COMMITTEE OF THE ALUMNUS ASSOCIATION

Miss K M Patrick (convener)

The Convener and Vice Convener of the Business Committee *ex officio*

The President of the Students' Association *ex officio*

Ms J A Adair (2004)

Mr C S Wilson (2006)

Mrs J M Watkinson (2007)

Mr R M O'Hare (2008)

Clerk to the General Council Mr I M Wright
Registrar to the General Council Mr A E W Work

Item 2

**MINUTE OF THE STATUTORY HALF-YEARLY MEETING OF THE GENERAL COUNCIL
HELD ON 29 NOVEMBER 2003 in the KELVIN GALLERY, UNIVERSITY OF GLASGOW**

The meeting having been opened with prayer by the Principal of St Mary's College, the Chancellor from the chair welcomed some 40 members present to the Council's statutory winter meeting which, following the practice of recent years, was being held furth of St Andrews to allow a wider spectrum of members more easily to attend.

1. COUNCIL ASSESSOR ON THE UNIVERSITY COURT

It was intimated that Mr William Berry fell to vacate office as an assessor of the General Council on the University Court on 31 July 2004; and that nomination forms for the resulting vacancy were now available from the Clerk, to be returned not later than 1 March 2004.

The Council was pleased to learn that the Court had agreed to co-opt Mr Berry, who presently serves as the University's Senior Governor, to its membership for a four-year term immediately following the expiry of his assessorship. (Consequently, Mr Berry would not be seeking re-election as an assessor.)

2. MINUTES OF THE COUNCIL'S LAST STATUTORY MEETING, 28 JUNE 2003

These minutes having been received were agreed as a correct record.

3. REPORT OF THE MEETING OF THE BUSINESS COMMITTEE, 1 NOVEMBER 2003

The Council considered and approved this report, in particular amended arrangements for the election of the committee's vice convener; the disbandment of the Sub-Committee on Finance and Statistics; a registration fee of £44 in 2004-5; and the appointment of Mr A E W Work as Registrar to the Council.

4. REPORTS OF THE MEETINGS OF THE COMMITTEE OF THE ALUMNUS ASSOCIATION, 14 JUNE AND 11 OCTOBER 2003

These reports were received and approved. The Council endorsed the committee's appreciation of Ms Punnett's work as Alumni Relations Officer and welcomed Mrs Cartwright as her successor. The proposals for the Alumnus Chronicle 2004 were further discussed and welcomed.

5. PRINCIPAL'S ADDRESS

The Principal expressed his pleasure at being given this opportunity to address a west of Scotland audience of General Council members. He spoke of St Andrews' intention to retain its top ranking among Scottish universities, evidenced by developments in Business Education and the recent award of major research grants in the areas of Resistant Bacteria and Biophotonics, as well as the University's central role within the projected Scottish joint centres for advanced research.

The University remained committed to both international and social diversity. With its student population drawn from 92 countries, St Andrews was truly a cosmopolitan university. This was not however at variance with the continuing aspiration to be a distinctly Scottish university, contributing to the economic, academic and cultural wealth of the nation. No less important was the University's mission to educate to the highest possible academic standards students from all social and cultural backgrounds; to this end, there was an increasing need for more scholarships and bursaries financed by appeal funds or in other ways.

The proposed reforms within England, to finance variable and increased tuition fees, had critical financial implications for the Scottish sector. In order to prevent a growing and inequitable gulf in the financial strength of top universities north and south of the border, the Scottish Executive urgently had to identify sources for realistic levels of funding for its own universities. Only thus could Scotland's place in the vanguard of world higher education be maintained. For its part, St Andrews was pledged to continue to be a major player in any such evolution.

There being no other competent business the meeting closed with the pronouncement of the benediction.

SIR KENNETH DOVER
President

Item 3

REPORT OF THE BUSINESS COMMITTEE

The committee met in University Hall, University of St Andrews, on 17 April 2004.

Present: Dr D J Evans (convener); Professor D B Thomas (Chancellor's Assessor); Miss K M Patrick (Convener of the Committee on the Alumnus Association); Mr William Berry (Council Assessor on the University Court and Senior Governor); Mr M A W Booth, Mr R B Christie, Mr D P Hamilton, Mrs J L MacDonald, Mr J M North, Mr M B Passmore, Mr M P L Strachan, Mrs J M Watkinson (*Elected Members*).

In attendance: Mr D A Watson (Quaestor & Factor); Ms J M Dumas (Director, Development); Mr S R Magee (Vice Principal, External Relations); Mr T H Daniels (Director, Careers Advisory Service); Mr I M Wright (Clerk to the Council).

Apologies: Principal Brian Lang; Mr E D Murray (Court Assessor); Mrs A M Taylor (Elected Member); Mr J F Matthews and Mr G R C Scott (*Co-opted Members*).

1. **REPORT OF THE BUSINESS COMMITTEE'S LAST MEETING, 1 NOVEMBER 2003**

- (a) This report, previously considered and approved by the General Council, was received and *agreed* as a correct record.
- (b) Arising from the report, the following matters were considered:-
- (i) **Council Elections** – it was reported that consolidation of the evolving General Council and Alumni websites was planned, at which time a mechanism for electronic voting in Council elections would be considered further.
 - (ii) **The University in 2025** – the convener reported that this conference, under the Council's sponsorship, had taken place successfully on 9 March 2004 attracting a wide audience of senior figures (academics, politicians etc) from Scotland and beyond. Initial feedback from delegates strongly supported further similar meetings in the future.
 - (iii) **Utilisation of General Council Funds** – the committee considered a paper (*on file*) from the convener suggesting future ways to utilise General Council funds. In the light of discussion, members present completed a survey form, the results of which would be analysed by the convener and considered further in due course. Generally, it was *agreed* that the Council's registration fee should be set at a reasonable level which would give future value to members and would also create a modest annual surplus to spend innovatively in order to raise the Council's profile in a meaningful way. One such suggestion was to host an annual reception for undergraduates thus creating a bridge to the future graduate family; this would be considered further with the Alumni office.
 - (iv) **The Funding of Universities** – as agreed at the last meeting, the convener had written on the Council's behalf about this issue to Sir Menzies Campbell, Westminster MP for North East Fife. Receiving this letter (*on file*) and thanking Dr Evans for his initiatives in this matter, the committee also took note of the convener's further paper (*also on file*) which incorporated various strands of opinion from Council members.

2. **MINUTE OF THE STATUTORY MEETING OF THE GENERAL COUNCIL, GLASGOW, 29 NOVEMBER 2003**

This minute was received for transmission to the Council for formal approval.

3. **GENERAL COUNCIL MEETING, 26 JUNE 2004**

The committee received and *agreed* the agenda for this meeting.

4. **FUTURE WINTER VENUES FOR GENERAL COUNCIL STATUTORY MEETINGS**

Having reviewed and agreed that these meetings – held furth of St Andrews since 1997 in London, Manchester, Oxford, Edinburgh, Cambridge and Glasgow – had generally been successful and welcomed by many members who otherwise would not have been able to attend in St Andrews, the committee *agreed* that this practice should continue. In particular,

- (a) it was *confirmed* that the Council would meet in York on 27 November 2004 (in the National Centre for Early Music);
- (b) receiving information about graduate clusters in the UK, it was *agreed* that in 2005-6 the Council might either meet in Dundee or return to London (where it had first met in 1997);
- (c) considering papers (*on file*) from the convener and Mr Passmore regarding a statutory meeting in the USA, the committee *agreed* to leave this possibility on the table for further consideration of both the worth and cost-effectiveness of such a venture.

5. **SUB-COMMITTEE ON ORDINANCES AND RESOLUTIONS**

It was noted that this sub-committee had no business to report since the committee's last meeting.

6. **UNIVERSITY COURT REPORT**

The Vice Convener (Mr Strachan), with Court members present, reported on recent items of business considered by the Court and of particular interest to Council members *viz.* the University's purchase of the Gateway building at the North Haugh primarily to house the School of Management but also to provide orientation, conference and restaurant facilities; the building of a new Computer Science building also at the North Haugh; proposals for Arts and Medical Science buildings in the town centre; the current rebuilding of David Russell Hall to provide top-quality self-catering accommodation and social facilities for 750 students; the release of several small, mostly residential properties in the centre of St Andrews; and the safeguarding of staff pension schemes.

7. **UNIVERSITY REPORTS AND FINANCIAL STATEMENTS FOR YEAR ENDED 31 JULY 2003**

The recently appointed Quaestor & Factor, Mr Derek Watson, was welcomed to his first meeting. The committee considered with him the University Court's report, the income and expenditure account and balance sheets for this last financial year (*printed as Appendix 4 in the billet for the Council's meeting on 26 June 2004*). In particular, the committee noted and endorsed the Senior Governor's comments that 2002-3 had been a successful year operationally for the University and the start of some new and exciting developments.

8. **UNIVERSITY ADMISSIONS 2003: SUMMARY REPORT**

The committee considered, with Mr Magee, this report (*printed as Appendix 5*). In particular, it was noted that demand for undergraduate places at St Andrews remained extremely buoyant, with both overseas and postgraduate recruitment also very robust. The University continued to run successful summer access schools and generally was responding to the Scottish Executive's desire to widen access to higher education. The Admissions unit was thanked for and congratulated on its achievements during the past year.

9. **CAREERS ADVISORY SERVICE REPORT 2002-3**

Mr Daniels introduced this report (*extracts from which are printed as Appendix 6*). Generally, it was noted that both in an age of increasing dependence on electronic communication and with restrictive statutory legislation, the collation of robust statistical data was now more difficult. Nevertheless, it was obvious that the employment success rate and worthiness of St Andrews students remained excellent. Commending Mr Daniels' outstanding work with the CAS for over 30 years, the committee wished him well on his retirement later this year.

10. **COMMITTEE'S NEXT MEETING**

It was *confirmed* that the committee's next scheduled meeting would be on 6 November 2004, at 11 am.

11. **PERSONALIA**

- (a) On behalf of the committee, the convener thanked those University officers who had attended this meeting; and those committee members who, with him, would retire at 30 June 2004: Mr Hamilton and Mrs Taylor.
- (b) Noting Dr Evans's intention not to seek re-election at this time (as is the convener's entitlement), the Senior Governor and the Vice Convener, on behalf of the committee, thanked him for his energetic convenership of the Business Committee since April 2000 and for guiding the Council successfully through a period of considerable change and achievement. (*Note – in accordance with standing orders, Dr Evans's successor will be elected by the committee at its next meeting from among the committee's elected members.*)

D J EVANS
Convener

Item 4

REPORT OF THE COMMITTEE OF THE ALUMNUS ASSOCIATION

The Committee met on Saturday 28 February 2004.

Present Miss K.M. Patrick (Convener), Ms Julie Adair, Dr David Evans, Mr Derek MacLeod, Mr Martyn Strachan, Mrs Jane Watkinson, Ms Lesley Lind and Mrs Elaine Cartwright (Secretary).
Apologies Mr Rory O'Hare and Mr Calum Wilson.

1 **Alumnus Chronicle 2004**

"To Create", which had produced the 2003 edition had successfully tendered to design and print the 2004 edition. Content was confirmed and the production timetable and proof-reading arrangements noted.

2 **David Dorward**

The Committee noted with sadness the death of David Dorward, Secretary of the University 1989-91, and innovative editor of the Alumnus Chronicle 1980-1988, who had subsequently served as a valued member of the Committee.

3 **Development**

Details of changes in personnel and *modus operandi* were intimated.

4 **Alumni Relations**

Reports on Club activities, the Alumni Carol Service and the programme of events for the Reunion event in June 2004 were received.

5 **Date of next meeting**

The next meeting would be held on Saturday 19 June at 11 am.

MISS K M PATRICK
Convener

Appendix 1

**MINUTE OF STATUTORY HALF-YEARLY MEETING OF THE GENERAL COUNCIL
HELD ON 28 JUNE 2003, 11.00AM, LOWER COLLEGE HALL, UNIVERSITY OF ST ANDREWS**

The Chancellor of the University was in the chair.

The meeting was opened with prayer by the Principal of St Mary's College.

1. **Minute of last Statutory Meeting of the General Council, 23rd November 2002.**

The minute of this meeting, held in the University of Cambridge, was received and agreed as a correct record.

2. **Business Committee**

(a) **Report** - the Council considered and approved the report of its Business Committee's meeting on 26th April 2003. In particular, the Council was pleased to learn that arrangements were at an advanced stage for its sponsored conference - *Teaching and Learning in Scottish Higher Education in 2025* - to be held in St Andrews in March 2004.

The Council fully endorsed the committee's tribute to Professor Colin Vincent, Master of the United College, Deputy Principal, and in 2000 Acting Principal, and wished him well in his retirement.

(b) **Membership** - Council members present voted to elect three persons to serve on the Business Committee for four years from 1st July 2003. The votes cast for the 8 candidates were as follows:-

Fiona Harrison	9
Jean MacDonald	29
Alistair Moffat	25
Alister Morrison	6
James North	33
Colin Pyle	5
Iain Torrance	24
Eliot Wilson	27

Accordingly, James North, Jean MacDonald and Eliot Wilson were duly elected to so serve.

3. **Committee of the Alumnus Association**

(a) **Report** - the Council received and approved the report of this committee's meeting on 18th January 2003. It was further reported that (a) there had been a favourable response to this year's Alumnus Chronicle, and (b) the 2003 Telephone Campaign had been completed satisfactorily.

(b) **Membership** - on the proposal of the convener, Miss K M Patrick, seconded by Mr J F Matthews, the Council agreed that Mr R M O'Hare should become a member of the committee, succeeding Dr D M Sinclair, who was thanked at the end of his term of office for many years' assiduous service.

4. **Principal's Address**

At the conclusion of a successful week of graduation ceremonies, in many ways the highlight of the academic year, Principal Brian Lang spoke of the challenges now facing Higher Education in Scotland, in the light of the recent government white paper in England. He referred in particular to how best the University could obtain financial resources commensurate with its aim to remain the best university in Scotland with a top international reputation for teaching and research. Associated topics discussed included the University's wish, in common with that of the Scottish Parliament, to avoid student top-up fees; the possible, if in practice complex, proposal to re-introduce student maintenance grants and/or state bursaries; the need to instil in alumni a US-style culture of giving to their *alma mater*; increasing academic co-operation with other universities, as seen in recent joint academic ventures with Dundee and Edinburgh, in order to make maximum use of scarce resources; the difficulty in continuing to recruit first-rate staff, especially in certain areas like Economics and Business Studies; an ongoing programme of capital investment, particularly the large-scale refurbishment of David Russell Hall as well as a new Divinity postgraduate centre at the Roundel. In conclusion, the Principal emphasised the University's mission to provide the best in higher education to all who might benefit thereby, irrespective of their background, social, financial or otherwise: excellence but not exclusivity remained the University watchword.

The meeting closed with the pronouncement of the benediction.

Sir KENNETH DOVER
President

Appendix 2

REPORT OF THE BUSINESS COMMITTEE

The committee met on 1 November 2003.

Present: Dr D J Evans (convener); *Elected Members:* Mr M A W Booth, Mr R B Christie, Mr D P Hamilton, Mrs J L MacDonald, Mr J M North, Mr M B Passmore, Mr M P L Strachan, Mrs A M Taylor, Mrs J M Watkinson; *Co-opted Members:* Mr J F Matthews; Mr G R C Scott.

In attendance: Mr A E W Work (Secretary and Registrar); Mr I M Wright (Clerk to the Council).

Apologies: Principal Brian Lang; Professor D B Thomas (Chancellor's Assessor); Mr William Berry, Mr E D Murray (Council Assessors on the University Court); Miss K M Patrick (Convener of the Committee on the Alumnus Association); Mr E D Wilson (Elected member).

1. **MEMBERSHIP OF THE BUSINESS COMMITTEE 2003-4**

The committee *received* for information details of its present membership (*on file*), welcoming to their first meeting Mrs MacDonald and Mr North.

2. VICE CONVENER OF THE BUSINESS COMMITTEE

The committee *agreed* that the election of its vice convener should be dealt with in the same way as the convener's election *ie* elected from among the elected members of the committee until the expiry of the electee's term of committee membership; but the vice convener (like the convener) to be eligible for immediate re-election as a committee member and thereafter eligible for re-election as vice convener. On that basis, the committee further *agreed*, on the nomination of Dr Evans, to elect Mr Strachan as its vice convener until 30 June 2005.

3. REPORT OF THE BUSINESS COMMITTEE'S LAST MEETING, 26 APRIL 2003

(a) This report, previously approved by the General Council, was *received* and *agreed* as a correct record.

(b) Arising from the report, the committee *considered* the following:-

- (i) **Council Elections** – the possibility of electronic voting remained under consideration and would be assessed when the Council Register became available on-line.
- (ii) **The University in 2025** – it was confirmed that invitations would shortly be sent out for this Council-sponsored conference, to be held on 9 March 2004.
- (iii) **The Funding of Universities** – the committee *considered* a letter (*on file*) from the convener to the Enterprise and Culture Committee of the Scottish Parliament, being a response to a call for evidence into the impact within Scotland of proposed top-up student fees in England. Thanking Dr Evans for thus acting on the Council's behalf, the committee was urged to consider these issues further and to send comments to Dr Evans so that a final document could be produced, also in consultation with University officers, and sent to the Westminster Member of Parliament for North East Fife and other interested persons.

The committee also noted with interest the recent proposal to establish Research centres of excellence within Scottish Higher Education Institutions in order to allow Scotland to compete effectively with prestigious and highly funded centres south of the border.

4. MINUTE OF THE GENERAL COUNCIL'S LAST MEETING, 28 JUNE 2003

This minute was *received* and *agreed* for transmission to the Council's next meeting for formal approval.

5. NEXT MEETING OF THE GENERAL COUNCIL, 29 NOVEMBER 2003

Noting that this meeting would be held in the University of Glasgow, the committee *confirmed* (a) associated arrangements including a lunch following the meeting, and (b) the agenda as received.

6. FUTURE WINTER MEETINGS OF THE GENERAL COUNCIL

Following the successful holding of winter meetings (around St Andrew's Day) furth of St Andrews since 1997, the committee *recommended* that (a) in 2004 the meeting should be in York (a city centre venue); and (b) discussions should now take place with a view to meeting in New York in 2005, perhaps in conjunction with US celebrations for St Andrew's Day. In addition to Council members, any person with a St Andrews connection or interest (eg past students who had spent a semester or year abroad in St Andrews) should be encouraged to attend this meeting.

7. SUB-COMMITTEE ON ORDINANCES AND RESOLUTIONS

It was reported that, since the Business Committee's last meeting, this sub-committee had *received* draft University Court resolutions 2003 Nos 1, 2 and 4, relating respectively to new degrees of Master in Mathematics (undergraduate), Doctor of Medicine (postgraduate research by qualified practitioners), and new professorial chairs. These resolutions had now received final Court approval.

8. SUB-COMMITTEE ON FINANCE AND STATISTICS

The committee *considered* a paper (*on file*) from the Convener proposing that, for various pragmatic reasons, the Finance and Statistics Sub-Committee should be dissolved and its business subsumed in the April meeting of the Business Committee.

Endorsing this recommendation for 2004 (with a review in one year's time), the committee also *agreed* a consequential restructuring of its own agenda so that generally the November meeting would deal with annual routine items and then receive an address by a member of the Principal's Office, thus leaving the bulk of the April meeting to be devoted to discussion of University Finance, Admission policies and trends, and a Careers Service report.

9. GENERAL COUNCIL REGISTRATION FEE 2004-5

Taking note of papers (*on file*) detailing the Council's income and expenditure - past, present and future projected - the committee *recommended* that the Council's registration fee (presently £43) should be increased to £44 in 2004-5. In addition, consideration

should be given to the future utilisation of the Council's income arising from registration fees, as well as the best way to levy this fee on graduating students.

10. REGISTRAR TO THE GENERAL COUNCIL

Following the appointment of Mr D J Corner, presently Registrar to the Council, as Deputy Principal of the University, the committee *recommended* that his successor as Secretary and Registrar, Mr A E W Work, should also succeed Mr Corner as the Council's Registrar. (*Note*: this appointment lies with the University Court.)

11. UNIVERSITY COURT BUSINESS

The convener reported on recent business dealt with by the University Court, of particular interest to Council members, including the ongoing re-development of David Russell Hall of Residence and the challenges ahead of the University as detailed in its rolling *Strategic Plan*.

12. STRATEGIC PLAN

Welcoming the opportunity to continue to send two persons to participate in the University's annual Strategic Planning exercise, and learning of the usefulness of this participation last year, the committee *agreed* that in the coming year Mr Christie and Mr Hamilton should represent the Council in these discussions (whom failing Mr Passmore, who was thanked for his contributions to the 2002-3 exercise).

13. ADDRESS BY THE SECRETARY AND REGISTRAR

Mr Work was congratulated on his recent appointment as Secretary and Registrar and welcomed to the meeting. Referring to the University's success during the 1990s of recruiting outstanding academic staff and consequential top rating in the Research Assessment Exercise, Mr Work spoke about the continuing development of Human Resource policies aimed at both improving the working environment and cultivating leadership and management skills.

14. COMMITTEE MEETING DATES 2004 AND FUTURE *MODUS OPERANDI*

The committee *agreed* to meet in 2004, on Saturday 17 April and Saturday 6 November. In the interim, it was agreed that the convener, at his discretion, should consult with members by e-mail about any particular items of business.

D J EVANS
Convener

Appendix 3

REPORTS OF THE COMMITTEE OF THE ALUMNUS ASSOCIATION

The committee met on 14 June 2003

Present Miss K.M. Patrick (Convener), Ms Julie Adair, Dr David Evans, Dr David Sinclair, Mr Martyn Strachan, Mrs Jane Watkinson, Ms Lesley Lind, Ms Alison Punnett (Secretary)

Apologies Mr Calum Wilson

1 **Alumnus Chronicle**

The quality of design and content of the 2003 edition had been commended and the mailing had been successfully achieved. Suggestions for features for the 2004 edition were aired.

2 **Alumni and Development Updates**

Information was given about forthcoming alumni events. Generous donations had enabled the Roundel to be restored and work to commence on restoring the University's iron railings.

3 **Committee Membership**

Dr Sinclair's term of office would cease on 28 June and he was warmly thanked for his substantial service. A successor would be appointed at the General Council meeting on 28 June. Derek MacLeod would succeed Rory O'Hare as student representative.

4 The next meeting would be held on Saturday 11 October.

MISS K M PATRICK
Convener

The Committee met on Saturday 11 October 2003.

Present Miss K.M. Patrick (Convener), Ms Julie Adair, Mr Rory O'Hare, Dr David Evans, Mr Martyn Strachan, Mrs Jane Watkinson, Mr Calum Wilson, Ms Lesley Lind, Mrs Elaine Cartwright and Ms Alison Punnett (Secretary)

Apologies Mr Derek MacLeod

5 **Committee Membership**

Mr O'Hare was welcomed as the new member appointed by the General Council.

Noting that Ms Punnett was leaving to take up a position at Aberdeen University, the committee warmly thanked her for her sterling contribution to its work and welcomed her successor Mrs Cartwright to her first meeting.

6 **Alumnus Chronicle 2004**

Specific features were agreed, including articles about the 75th anniversary of St Salvator's Hall, sport at the University and beyond, a Conference on the future of academic education and family dynasties at St Andrews.

7 **Alumni Relations Update**

Reports were given of the Alumni Reunion weekend in June, a Scottish Universities event in Washington DC in which St Andrews participated and a Bejant Reception hosted in St Andrews in September by members of the After Many Days Club.

8 The next meeting would be held on Saturday 17 January at 11am.

MISS K M PATRICK
Convener

Appendix 4

UNIVERSITY REPORTS AND FINANCIAL STATEMENTS FOR YEAR ENDED 31 JULY 2003

REPORT OF THE UNIVERSITY COURT

Scope of the financial statements

The accounts for the year to 31 July 2003 have been prepared in accordance with the Statement of Recommended Practice; Accounting for Further and Higher Education Institutions. They have been prepared on a Historical Cost basis.

Payment of creditors

It is the University's policy to obtain the best terms for all business and thus there is no single policy as to the terms used. In agreements negotiated with suppliers, the University endeavours to include and abide by specific payment terms. The average creditor payment period, calculated as a proportion of the year end creditors to aggregate amounts invoiced during the year, was 32 days (2001/02: 34 days).

Equal Opportunities Policy

The University has an Equal Opportunities Policy that applies to all staff and all students. The Policy's aims are that all individuals will be treated with respect and will not be subjected to unfair discrimination in any aspect of university life. The University's aim is that all staff and students, whether existing or potential, will receive fair and equal treatment when applying to become, or working as, members of the University. The Equal Opportunities Policy aims to achieve an environment in which instances of unfair discrimination are not tolerated, and in which everyone has the opportunity to develop to their full potential.

This policy includes specific provision for existing and potential employees with disabilities and those from under-represented ethnic and racial groups. The University actively seeks ways to ensure that such individuals are not disadvantaged in their career development by factors relating to their personal circumstances.

Result for the year

The financial year 2002/2003 was a year of significant financial growth in terms of both income & expenditure with income increasing by £5.174million (7%) on the previous year. However, spending increased by around £6.200million (8.6%), largely in staffing, reflecting the University's intention to invest the financial boost earned in the 2001 Research Assessment Exercise in building upon its current reputation for high quality academic activity. This investment resulted in an operational surplus of £0.281million, a fall of £1.026million on the previous year. Having invested heavily in academic staffing during this year, the University will work to increase the year end surplus in the coming years to deliver funds for reinvestment in improving the balance sheet and in funding further infrastructure improvements.

The University incurred losses on Property transactions of £1.149million in the year, resulting in a net loss on the Income & Expenditure Account of £0.868million. This loss predominantly relates to the write off of the cost of the old David Russell Hall complex. No diminution in the economic value had previously been recognised in the accounts of the University, but with the demolition programme due for completion in December 2003, the University has recognised the full write off of this building complex in the current year accounts. The new David Russell Hall will provide around 740 modern self catered flats for students, which, in addition to boosting the overall residential capacity, will provide accommodation attractive for non term time letting purposes.

In order to fund the £27.4million investment in the new David Russell Hall, the University entered into a long term (30 year) loan arrangement with Barclays Bank during the year. In entering this arrangement, the University refinanced the existing loan agreement with the Royal Bank of Scotland (£21.350million). As part of the agreement the University has fixed the rate of interest payable on the major part of the borrowings for 20 years while allowing the University to benefit from historically low interest rates in the short term.

During the year, income from Research totalled £18.768million (£19.216million before deferral of grants and capitalisations). During the year however, the University invested in Research staffing and infrastructure funded by the first round of the Strategic Research Infrastructure Fund. This investment, coupled with further significant investment both from the second round of the Strategic Research Infrastructure Fund and Strategic Research Development Grants, should position the University to increase the volume of research activity and income in the coming years.

The Balance Sheet total during the year has increased, reflecting the investment in infrastructure, with Fixed Assets increasing by around £8.887million. This increase has largely been financed through a growth in long term borrowings. Net current liabilities have increased

during the year, continuing the trend evident in recent years. The University intends to address the shape of the Balance Sheet over the next 3 years by disposing of less needed assets, which will improve the level of short term financial resilience.

Achievement of Strategic Objectives

In recent years the University Court has reviewed the manner in which it manages and monitors the activity of the University. Previous years reviews were to bring the University in line with the requirements of the Guide for Members of Governing Bodies of Scottish Higher Education Institutions and Good Practice Benchmarks (SHEFC Circular 05/99). Following on from this review and change the University has continued to monitor and adapt its governance arrangements to ensure continued adherence to best practice and in line with the needs of the University.

University progress towards the goals and objectives outlined in the strategic plan on the wide range of activities during 2002/ 2003 is outlined below:

Admissions: the University met and surpassed its targets in relation to overseas undergraduate, postgraduate and access students, while continuing to raise already historically high entry grades. Demand has remained robust for Home/EU undergraduate places and a further, although much reduced, breach of Funding Council limits occurred. Funding has been raised for entrant bursaries to attract students from backgrounds and areas from which there has been a historically low progression into Higher Education. Significant additional funds have also been assigned from the University's fund raising campaign to promote widened participation.

Learning and Teaching: The University embraced the new SHEFC emphasis on quality enhancement in learning and teaching by a series of measures in 2002/3. These included promotion by SALTIRE (Teaching & Learning Support Unit) of the use of WebCT for greater flexibility of learning, addressing the theme of employability in the annual audit of all academic units, an internal audit of teaching of postgraduates in all Schools, extending internal quality assessment reviews to academic support units (such as the Library and Careers Advisory Service), and a review of assessment with respect to Honours classification criteria. A detailed review of the University's teaching portfolio also led to new initiatives being implemented during 2003/4 in Business Education and distance learning, both to be launched at taught postgraduate level to meet market needs and widen accessibility to the curriculum.

Student Support: During the year satisfactory progress was made on tackling student disability issues including planning with academic staff the co-ordination of provision for disabled students, restructuring of pastoral care (in particular through the revision of arrangements for wardens and advisors of study). Substantially revised student induction arrangements were introduced along with further restructuring of the Student Support Service to introduce the concept of support workers, whose purpose is to provide early and practical interventions to ensure the students are able to continue with their studies.

Research: Outcomes of the 2001 RAE were exceptional across the entire range of disciplines within the university. On grade point average we are top in Scotland, and in the top 10% of universities UK-wide. As a result, our QR grant grew by close to 30% between 2001-2 and 2002-3, resulting in some 40% of our funding from SHEFC being for research, hence making us as the most research intensive university in Scotland. All of the sciences and mathematics (including computer science) were graded 5/5*, thereby complementing the earlier (and sustained) achievements in the Arts & Humanities units, so placing some 72% of our staff in 5/5* units. All Departments achieved international excellence in some aspects of their research. Thus, all students coming to St. Andrews can be assured of being taught by staff with international reputations for research excellence.

Research Grant income has grown from £12.5million in 1999/ 2000 to £19.2million in 2002/ 2003. The outcome of the recent round of Strategic Research & Development Grant (SRDG) awards has been exceptional: from 5 proposals selected from 18 for submission to SHEFC, 2 have been funded ("Genomics to target resistant bacteria" £1.4million, "Interdisciplinary centre in Photo-Medicine" £1.06million); a further one is still subject to negotiations for funding ("Living links to human evolution research centre"); a fourth may be supported under another strand of the SRDG programme. The University is also partner in a further two awarded SRDGs ("Speckle Computing", "Genetic Health in the 21st Century"). The first 2 proposals involve close collaboration with the University of Dundee, with the University of St Andrews investing some £0.600million by way of matching funding. Hallmarks of these proposals are interdisciplinarity, multi-institutional involvement and strategic vision. The SRIF2 award of £5.6million to the University has been approved for implementation with emphasis on building laboratory refurbishment and equipment infrastructure enhancement, focused on our research strengths in Astronomy, Biosciences, Chemistry, Computer Science, Physics, Psychology, all 5/5* schools.

The University promotes research collaboration with other institutions. It leads the £10M EPSRC funded Ultrafast Photonics Collaboration involving 6 UK universities and 5 industrial collaborators. The University is engaged in the Promoting Partnership Initiative with the University of Dundee. The AHRB Research Centre for Environmental History is a collaboration between the Universities of St Andrews and Stirling. University researchers are active in partnerships relating to European Union FP6 funding; currently involving 3 Integrated Projects, 9 Networks of Excellence and 5 Targeted Research Project applications. The School of Physics & Astronomy is exploring with other leading physics and astronomy departments in Scotland the establishment of a Scottish Alliance of Excellence in Physics & Astronomy addressing joint research themes, postgraduate training and national strategic developments. Strategic partnership agreements have recently been signed with Duke University (North Carolina) and CREOL, University of Central Florida, USA towards joint applications for research funding and research postgraduate and postdoctoral personnel exchange.

Interdisciplinary research has been encouraged by promoting inter-School events in both in the Arts (inter-School seminars in English, Classics, History, Art History, Modern Languages and International Relations) and the Sciences (workshops between the life sciences and the physical and mathematical sciences, and the promotion of interdisciplinary links with the NERC Sea Mammal Research Unit). A newly refurbished building was opened in August 2003 to house the Centre for Research in Ecological and Environmental Modelling funded from a 1.3M SHEFC grant. The University has also introduced interdisciplinary scholarships and has created the Social Dimensions in Health Institute in partnership with the University of Dundee.

Information: The use of WebCT (the University's virtual learning environment) has grown with over 120 courses currently available and almost all Schools using it. During the summer of 2003, WebCT was upgraded to allow the integration with both the student records system and the underlying network authentication system.

We have introduced a pilot wireless service and a "loaner laptop" scheme in the main Library. The Library's collection of past examination papers has now been moved entirely online. A huge success for the University has been the introduction of overnight Library opening during the revision/examination period in May and June 2003. St Andrews was the first university in Scotland to offer its students this service.

A significant milestone for the University has been the restructuring of the Library and Information Technology Services into two new units. Library and Information Services was formed in May 2003 under a single director to accelerate the creation of a hybrid library, with a blend of paper and digital resources appropriate to the University. Business Improvements was created with specific remit to develop new web-based information systems to facilitate better information delivery as well as continue support for existing systems. An important part of their remit is to examine and re-engineer University-wide business processes to improve efficiency.

The online advising process has been further developed as has the e-commerce system which was commended in the UCISA Award for Excellence scheme and was placed second in the competition run by EUNIS (European Universities Information Systems) under their Elite Award for Excellence scheme. (Both of these schemes recognise excellence in administrative systems development.) The student portal has been further developed and a new prototype staff portal created.

We have continued to promote the electronic medium for communications by introducing Student Information Points (SIPs) around the campus and introducing an electronic memo system for students to parallel that already in existence for staff.

Estates and Equipment: The University has made considerable progress in implementing significant changes within the Estates function following a Value for Money Review. A new management structure was announced in January, with changes including a major overhaul of processes. A new Customer Relations Group has been established which will assist in guiding future service development. Progress is also being made towards purchase of a computer aided facilities management system which will assist in embedding much of the new practice within the University's activities.

Governance & Nominations: The University has now finalised and implemented a comprehensive approach to the annual performance appraisal of Court Members and has made significant changes to established committee arrangements with regard to both Risk Management and Safety

Human Resources: In relation to Human Resources issues, the University has committed to an ambitious programme of pay structure review, in line with the outcomes of national negotiations. In addition to developing a process of systematic performance-related reward for off-scale employees, the University is well-placed to begin implementing new pay structures. However, this is likely to entail significant financial cost and will only result in added value to the University if implemented within the framework of a wider HR strategy and consistently with the management development initiative that is currently underway. In the course of that initiative, we have advanced institutional understanding considerably in relation to the job profiles and working relationships of senior and middle managers and the key issues arising from any performance management process; effective performance review, inclusive staff development and structured management development.

Finance: During the year the University has started the process of modernising the working practice of the Finance function and improving the working relationships between the Finance department and the rest of the University. Central to this integration of finance with the activities of the University will be the establishment of a management accounting function, to work with individual Schools and Units to improve the quality of financial management decision making throughout the University's devolved management structure.

The University has also developed plans to upgrade its Financial Management System which will see over the coming 12 months, the functionality of the system available in Schools and Units enhanced. In upgrading this system, the University has already begun the process of considering all of its financial processes with a view to modernising practice leading to improved effectiveness & efficiency in the internal control environment.

Throughout the year the University has continued to develop its e-commerce capability with the level of payments received for a variety of purposes, from academic fee payment to sponsorship for the Students' 'Rag Week', all being made on-line.

The University's Endowment fund's financial performance largely mirrored the poor performance of Global Equity markets during the year, recording at the mid year a £2.6million deficit in funds. However, following the restoration of limited stability to the markets, post Iraq, the University's investment portfolio increased in value in the second half of the year, with a year end value marginally higher than the value at 1 August 2002. The overall value of the University's Endowment funds was boosted by a revaluation of its Endowed heritable property, which report an increase of £4.069million.

Conclusion

Operationally, 2002/2003 has been a successful year for the University. It has purposefully invested the benefits earned in the 2001 Research Assessment. It has continued to attract a greater number of increasingly high calibre and socially diverse students from Scotland and the rest of the World, maintaining a cosmopolitan atmosphere in which its students can grow academically and socially.

Financially, 2002/2003 has been a year of change. The University has focussed on building upon its recent academic successes and has begun to develop a culture of financial management which will support further academic development. Investment in both academic and residential infrastructure also reflects the University's intention to provide the robust support needed to deliver its ambitious primary objectives.

WILLIAM BERRY
Senior Governor

CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT
For the year ended 31 July 2003

	2002/03 £000	2001/02 £000
INCOME		
Funding council grants	28,741	25,949
Tuition fees and education contracts	16,318	14,855
Research grants and contracts	18,768	17,287
Other operating income	13,218	13,819
Endowment income and interest receivable	<u>1,353</u>	<u>1,314</u>
Total income	<u>78,398</u>	<u>73,224</u>
EXPENDITURE		
Staff costs	48,296	44,375
Depreciation	4,249	3,862
Other operating expenses	24,390	22,176
Interest payable	<u>1,182</u>	<u>1,504</u>
Total expenditure	<u>78,117</u>	<u>71,917</u>
Surplus before property disposals	281	1,307
Gain/ (Loss) on property disposal	<u>(1,149)</u>	<u>-</u>
(Deficit)/ Surplus for the period after Property Transactions	<u>(868)</u>	<u>1,307</u>

BALANCE SHEETS
As at 31 July 2003

	Consolidated		University	
	2003	2002	2003	2002
	£000	£000	£000	£000
FIXED ASSETS				
Tangible assets	78,296	69,409	78,296	69,409
Investments	235	245	235	245
	<u>78,531</u>	<u>69,654</u>	<u>78,531</u>	<u>69,654</u>
ENDOWMENT ASSET INVESTMENTS	<u>34,531</u>	<u>29,190</u>	<u>34,531</u>	<u>29,190</u>
CURRENT ASSETS				
Stocks and stores in hand	440	474	440	474
Debtors	5,884	5,905	6,366	6,397
Cash at bank and in hand	283	393	283	381
	<u>6,607</u>	<u>6,772</u>	<u>7,089</u>	<u>7,252</u>
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>(20,734)</u>	<u>(19,857)</u>	<u>(22,714)</u>	<u>(21,835)</u>
NET CURRENT LIABILITIES	<u>(14,127)</u>	<u>(13,085)</u>	<u>(15,625)</u>	<u>(14,583)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	98,935	85,759	97,437	84,261
CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	(27,246)	(21,350)	(27,246)	(21,350)
PROVISIONS FOR LIABILITIES AND CHARGES	<u>(131)</u>	<u>(164)</u>	<u>(131)</u>	<u>(164)</u>
TOTAL NET ASSETS	<u><u>71,558</u></u>	<u><u>64,245</u></u>	<u><u>70,060</u></u>	<u><u>62,747</u></u>
Represented by:				
DEFERRED CAPITAL GRANTS	<u>20,532</u>	<u>17,692</u>	<u>20,532</u>	<u>17,692</u>
ENDOWMENT FUNDS				
Specific endowments	25,194	23,353	25,194	23,353
General endowments	9,337	5,837	9,337	5,837
	<u>34,531</u>	<u>29,190</u>	<u>34,531</u>	<u>29,190</u>
RESERVES				
Income and expenditure account	<u>16,495</u>	<u>17,363</u>	<u>14,997</u>	<u>15,865</u>
TOTAL FUNDS	<u><u>71,558</u></u>	<u><u>64,245</u></u>	<u><u>70,060</u></u>	<u><u>62,747</u></u>

Appendix 5

ADMISSIONS 2003 - SUMMARY REPORT

CAREERS ADVISORY SERVICE

Extracts from Annual Report 2002-3

	All Records		First Degree		Postgraduate Qualification		Surveyed but not in POPDLHE	
	Count	%age	Count	%age	Count	%age	Count	%age
Total in POPDLHE	1375	-	1096	79.7	249	18.1	30	2.2
Total number of returns²	1077	78.3	899	82.0	161	64.7	17	56.7
Total by first mailing ¹	404	37.5	332	36.9	65	40.4	7	41.2
Total by telephone - leaver ¹	365	33.9	295	32.8	63	39.1	7	41.2
Total by telephone - 3rd party ¹	299	27.8	266	29.6	30	18.6	3	17.6
Explicit Refusals ¹	9	0.8	6	0.7	3	1.9	0	0.0
<i>(Total by telephone)¹</i>	<i>664</i>	<i>61.7</i>	<i>561</i>	<i>62.4</i>	<i>93</i>	<i>57.8</i>	<i>10</i>	<i>58.8</i>

DLHE: Destinations of Leavers from Higher Education

POPDLHE: Target Population, DLHE

¹ Expressed as a percentage of returns for that category

² Expressed as a percentage of total POPDLHE for that category

DESTINATIONS OF FIRST DEGREE LEAVERS 2002/2003 (Census date 15 January 2004)

	LEAVERS WORKING ONLY		LEAVERS WORKING AND STUDYING		LEAVERS STUDYING ONLY		LEAVER NOT WORKING BUT STUDYING		OTHERS	
	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE
EMPLOYMENT										
Employed full-time in paid work	324	36.0	27	3.0	0	0.0	0	0.0	0	0.0
Employed part-time in paid work	35	3.9	22	2.4	0	0.0	0	0.0	0	0.0
Self-employed/freelance	8	0.9	2	0.2	0	0.0	0	0.0	0	0.0
Voluntary Work	8	0.9	1	0.1	0	0.0	0	0.0	0	0.0
Other unpaid work	2	0.2	1	0.1	0	0.0	0	0.0	0	0.0
Permanently Unable to work	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Temporarily sick or unable to work	0	0.0	0	0.0	0	0.0	0	0.0	5	0.6
Retired	0	0.0	0	0.0	0	0.0	0	0.0	3	0.3
Looking after home or family	0	0.0	0	0.0	0	0.0	0	0.0	1	0.1
Taking time out in order to travel	0	0.0	0	0.0	0	0.0	2	0.2	46	5.1
Due to start a job within the next month	0	0.0	0	0.0	0	0.0	0	0.0	11	1.2
Unemployed and seeking employment, further study or training	0	0.0	0	0.0	0	0.0	2	0.2	58	6.5
Not employed and not seeking employment, further study or training	0	0.0	0	0.0	0	0.0	7	0.8	2	0.2
Doing something else	0	0.0	0	0.0	323	35.9	0	0.0	3	0.3
Explicit Refusals	0	0.0	0	0.0	0	0.0	0	0.0	6	0.7
TOTAL NUMBER IN EMPLOYMENT	377	41.9	53	5.9	0	0.0	0	0.0	0	0.0
STUDY, TRAINING OR RESEARCH	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE
Higher Degree, mainly by research	0	0.0	3	0.3	42	4.7	3	0.3	0	0.0
Higher Degree, mainly by taught course	0	0.0	11	1.2	112	12.5	3	0.3	0	0.0
Postgrad diploma or certificate	0	0.0	8	0.9	61	6.8	0	0.0	0	0.0
First degree	0	0.0	1	0.1	13	1.4	1	0.1	0	0.0
Other diploma or certificate	0	0.0	11	1.2	5	0.6	1	0.1	0	0.0
Professional qualification	0	0.0	10	1.1	73	8.1	1	0.1	0	0.0
Other qualification	0	0.0	3	0.3	12	1.3	0	0.0	0	0.0
Not aiming for a qualification	0	0.0	6	0.7	5	0.6	2	0.2	0	0.0
TOTAL NUMBER IN FURTHER STUDY	0	0.0	53	5.9	323	35.9	11	1.2	0	0.0

DESTINATIONS OF POSTGRADUATE DEGREE LEAVERS 2002/2003 (Census date 15 January 2004)

	LEAVERS WORKING ONLY		LEAVERS WORKING AND STUDYING		LEAVERS STUDYING ONLY		LEAVER NOT WORKING BUT STUDYING		OTHERS	
	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE
EMPLOYMENT										
Employed full-time in paid work	85	52.8	6	3.7	0	0.0	0	0.0	0	0.0
Employed part-time in paid work	14	8.7	2	1.2	0	0.0	0	0.0	0	0.0
Self-employed/freelance	2	1.2	1	0.6	0	0.0	0	0.0	0	0.0
Voluntary Work	2	1.2	0	0.0	0	0.0	0	0.0	0	0.0
Other unpaid work	0	0.0	1	0.6	0	0.0	0	0.0	0	0.0
Permanently Unable to work	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Temporarily sick or unable to work	0	0.0	0	0.0	0	0.0	0	0.0	1	0.6
Retired	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Looking after home or family	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Taking time out in order to travel	0	0.0	0	0.0	0	0.0	0	0.0	1	0.6
Due to start a job within the next month	0	0.0	0	0.0	0	0.0	0	0.0	1	0.6
Unemployed and seeking employment, further study or training	0	0.0	0	0.0	0	0.0	1	0.6	8	5.0
Not employed and not seeking employment, further study or training	0	0.0	0	0.0	0	0.0	1	0.6	2	1.2
Doing something else	0	0.0	0	0.0	29	18.0	0	0.0	1	0.6
Explicit Refusals	0	0.0	0	0.0	0	0.0	0	0.0	3	1.9
TOTAL NUMBER IN EMPLOYMENT	103	64.0	10	6.2	0	0.0	0	0.0	0	0.0
STUDY, TRAINING OR RESEARCH	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE	COUNT	%AGE
Higher Degree, mainly by research	0	0.0	2	1.2	24	14.9	0	0.0	0	0.0
Higher Degree, mainly by taught course	0	0.0	1	0.6	2	1.2	0	0.0	0	0.0
Postgrad diploma or certificate	0	0.0	1	0.6	0	0.0	0	0.0	0	0.0
First degree	0	0.0	0	0.0	2	1.2	0	0.0	0	0.0
Other diploma or certificate	0	0.0	4	2.5	0	0.0	1	0.6	0	0.0
Professional qualification	0	0.0	1	0.6	0	0.0	0	0.0	0	0.0
Other qualification	0	0.0	0	0.0	1	0.6	0	0.0	0	0.0
Not aiming for a qualification	0	0.0	1	0.6	0	0.0	1	0.6	0	0.0
TOTAL NUMBER IN FURTHER STUDY	0	0.0	10	6.2	29	18.0	2	1.2	0	0.0

THE GENERAL COUNCIL

The General Council was instituted by the Universities (Scotland) Act, 1858, but its constitution and organisation have been considerably altered by subsequent statutes.

The membership of the General Council is governed by ordinance No. 96 of the University of St Andrews and is as follows:-

The Chancellor, all graduates of the University (including honorary graduates) and holders of the Licentiate in Dental Surgery, members and former members of the University Court, Professors and former Professors of the University, Readers and Lecturers who have been in office for more than one year, former Readers and Lecturers who were members of the Council during their tenure of office as such and who continued in the employment of the University until retirement.

The Chancellor of the University is elected by the General Council and is President of the Council.

The business of the Council is to take into consideration all questions affecting the well-being and prosperity of the University, and to make representations from time to time on such questions to the University Court, who shall consider the same, and return to the Council their deliverance thereon. Members may raise any matter bearing upon the University, by reference to the Convener of the Business Committee of the General Council, College Gate, St Andrews.

Under the Universities (Scotland) Act, 1966, new Ordinances and Resolutions are communicated in draft form to the General Council, whose opinion thereon is taken into consideration.

The Council elects two Assessors to the University Court. No member of the Senatus Academicus is entitled to vote or take part in the election of any Assessor of the General Council.

The affairs of the Council are conducted by a Business Committee exercising duties determined by the Council in accordance with the Council's instructions.

Standing Orders of the General Council

1. *Statutory Meetings* — The Council shall assemble twice each year, such meetings to be held on the last Saturday in January and the last Saturday in June (subject to alteration from time to time by resolution of the Council with the approval of the University Court).
2. *Special Meetings* — Special meetings of the Council shall be called through the Clerk either at the request of the Business Committee, made by a majority of all its members, or at the request of not less than fifty members of the Council.
3. *Quorum* — the quorum of the Council shall be twenty.
4. *Chairman* — At meetings of the Council, the Chancellor, whom failing the Principal, whom failing the Chancellor's Assessor, whom failing a Council Assessor on Court (in order of seniority), whom failing the Convener of the Business Committee, shall preside; in the absence of all of these, a Chairman shall be elected by the meeting. No member of the Senatus Academicus shall preside at a meeting of the Council during that part of the business devoted to the election of an Assessor on the University Court. In every case the Chairman has a deliberative and also a casting vote.
5. *Committees* — The Council shall appoint and determine the duties of a Business Committee. From time to time the Council may appoint other committees to report on any matter remitted to them or to carry out instructions given to them by the Council.
6. *Notice of Motion* — Notice of every motion except procedural motions to be proposed at a meeting of the Council shall be given to the Clerk in writing, signed by the member giving it, at least eight days prior to the date of the meeting in question. If the Chairman is satisfied that due notice could not reasonably have been given in respect of a specific item of business, this Order may be suspended, for the sole purpose of discussing the business in question, on the vote of two-thirds of the members present at a meeting of the Council.

BUSINESS COMMITTEE OF THE GENERAL COUNCIL

The Constitution and duties of the Business Committee, as determined by the Council, are as follows:-

Constitution

1. The Business Committee shall consist of:
 - (a) Members *ex officio*
 - (b) Elected Members
2. The following shall be members *ex officio*:
 - (a) The Principal.
 - (b) The Chancellor's Assessor on the University Court.
 - (c) The Assessors of the General Council on the University Court.
 - (d) The Conveners of all other Committees (and standing Sub-Committees) of the General Council.
 - (e) Two of the co-opted members of the University Court who are alumni.
3.
 - (a) The elected members shall be twelve in number.
 - (b) They shall hold office for four years.
 - (c) Subject to paragraph 5(b) below, they shall not be eligible for re-election until one year has elapsed from the date of demitting office.
4.
 - (a) The election of members shall take place annually at the second statutory half-yearly meeting of the General Council; but a casual vacancy may be filled at either statutory half-yearly meeting.
 - (b) In the case of a casual vacancy the person elected to fill it shall retire when the member (s)he succeeded would in ordinary rotation have retired, and shall be eligible for immediate re-election.
5.
 - (a) When necessary, the Convener and the Vice Convener shall be elected by the Business Committee from among its elected members at the first meeting following the second statutory half-yearly meeting of the General Council serving until their ordinary membership term expires.
 - (b) On the expiry of their ordinary term, the Convener and the Vice Convener shall be eligible for immediate re-election as an ordinary member of the committee, and on such re-election shall be eligible for re-election as Convener or Vice Convener.
 - (c) The Convener and Vice Convener shall be *ex officio* members of all the committees of the Council.

Duties

The duties of the Business Committee are to transact business remitted to the Committee by the General Council, to frame the programme of business to be submitted to meetings of the Council, and to act on behalf of the Council, under powers specifically conferred upon the Committee, or in circumstances of emergency.

GENERAL COUNCIL REGISTER

Changes of designation or address should be communicated immediately to the Registrar to the General Council, College Gate, North Street, St Andrews, Fife KY16 9AJ. (*Note* - to comply with Data Protection legislation, the Register available for public consultation no longer contains members' addresses but relevant queries may be directed to the Alumni Relations Officer.)

