Contents

Papers for the General Council Meeting on 16 February 2019

1  Formal communications from the University Court 2
2  Report of the Academic Standing Committee 2
3  Report of the Constitutional Standing Committee 4
4  Report of the Finance and Services Standing Committee 4
5  Report of the Public Affairs Standing Committee 5
6  Meetings of the Business Committee 6
7  Deaths of members of the General Council 6

Papers from the General Council Meeting on 9 June 2018

A  Presentation of the Report of the Business Committee 15
1  Formal communications from the University Court

The following Draft Resolutions have been received:

57/2018  Alteration of the title of the Chair of Melanoma Genetics and Drug Discovery to Chair of Chemical Genetics
58/2018  Alteration of the title of the Chair of Machine Learning to Chair of Machine Learning and Artificial Intelligence
59/2018  Alteration of the title of the Chair of Preclinical Ultrasound to Chair of Translational Ultrasound
60/2018  Alteration of the title of the Chair of Paediatric Medicine to Chair of Paediatric Respiratory Medicine
61/2018  Foundation of a Personal Chair of Politics of the Muslim World
62/2018  Foundation of a Personal Chair of Politics of Anthropology and the Humanities
63/2018  Foundation of a Personal Chair of Politics of Particle Physics
01/2019  Foundation of a Chair of Inorganic Chemistry
02/2019  Alteration of the Title of the Chair of Mathematics (third)
03/2019  Foundation of a Chair of General Practice
04/2019  Foundation of a Chair of Primary Care and Multimorbidity
05/2019  Boards of Studies

2  Report of the Academic Standing Committee
for the General Council Meeting on 16 February 2019

Convener of the Academic Standing Committee: Professor Stephen Hillier

The Academic Standing Committee remit includes consideration of all matters relating to teaching and research and the provision of facilities that impinge on the academic life of the University. This academic session Mental Health remains a priority and we are also focusing on Curriculum Diversity and Equality & Liberation. Each of these topics impact student satisfaction, which remains high on the agenda.

At its first meeting of the session on 26 November 2018, the committee considered curriculum diversity. Mr Tom Ward, Director of Academic Services, gave a comprehensive account of current developments in the context of the traditional 4-year undergraduate curriculum, emphasising interdisciplinarity, student involvement in curriculum development, problem-based approaches, internationalisation and co-curricular activity such as volunteering, etc. The committee learned that the University currently offers approx. 400 undergraduate programmes (largest offer in the UK) building on multiple unique course contributions in any one semester. Curricular content in terms of equality and diversity is kept under constant review. An on-going challenge is to achieve an appropriate balance between flexibility, breadth and depth across the curriculum.
Having consulted student sabbaticals, ASC is aware of various liberation campaigns (Black Minority Ethnic, Disability, LGBT+ and Women) under way to address perceived social injustices within the student community. The Committee is keen to assess the potential impact of these issues on the broader student experience and understand how the University engages with the students and staff to tackle them. A second meeting of the ASC has therefore been arranged for Thursday 24 January 2019 with Professor Jane Norman (Vice Principal People and Culture), to discuss issues relating to equality and liberation across the campus.

3 Report of the Constitutional Standing Committee
for the General Council Meeting on 16 February 2019

Convener of the Constitutional Standing Committee: Professor David Munro

The Constitutional Standing Committee continues to keep a watching brief on the implications for the University of Edinburgh of the United Kingdom leaving the European Union, which had been the subject of a review initiated during the 2016-17 session. The committee endeavours to keep abreast of this developing situation and in this context makes use of The University and Europe news website (http://www.ed.ac.uk/news/eu) which contains updates on the latest statements and discussions on the subject as well as advice and support for staff and students.

For the session 2018-19 the principle item on the agenda of the committee has been a review of the Constitutional Arrangements of the General Council and its Business Committee in the light of the proposed changes to the University Ordinances, particularly those affecting the composition of the University Court which had been approved “in principle” by the General Council at its Half-Yearly Meeting in February 2018. Recognising that there is a distinction between changes imposed on the General Council by Statute and Ordinances, which require Royal assent, and changes that originate from within the Business Committee itself, the Business Committee has asked the Constitutional Standing Committee to carry out a comprehensive review of the Constitutional Arrangements which have not been updated since 2011. The committee was invited by the Business Committee to consider a number of issues including greater clarity with respect to the remits of Standing Committees and the procedures for establishing short-life working groups. With respect to changes required as a result of changes to, or the drafting of new University Ordinances occasioned by the passing of the Higher Education Governance (Scotland) Act in 2016, the committee invited Dr Lewis Allan, Head of Court Services, to give an update on this subject on 18 October 2018. This discussion proved useful in fielding queries raised by members of the Business Committee as well as in the drafting of a submission in response to the public consultation on the subject of University Ordinances held by the University in November 2018. Amendments to the Constitutional Arrangements will be presented in due course for approval at a Half-Yearly Meeting of the General Council.

4 Report of the Finance and Services Standing Committee
for the General Council Meeting on 16 February 2019

Convener of the Finance and Services Standing Committee: Mr Jock Millican

1. The Committee’s final meeting of the last academic year took place on 7 June 2018 when it met Professor Andy Kerr, Director of the Edinburgh Centre for Carbon Innovation (ECCI), to discuss the University’s sustainability agenda and how this impacts service provision across the University.
ECCI set up 8 years ago and has no core University funding, but is underwritten by School of GeoSciences, and generates income through public grants and surplus from commercial activities, such as events and business hosting. It also functions as a business incubator to solve problems/shaping government policy around climate change and energy transition, engaging in dialogue with communities/businesses/cities. Its works with the University to achieve the ambition to be at the forefront of innovations in the context of an international framework.

In 2017 the University of Edinburgh emitted 92,000 tonnes CO2 - This is the equivalent of burning ¾ million barrels of oil. University emissions generated through estate, travel, waste, significant growth of University and number of international students. In 2016, the University published its Climate Change Strategy in which it committed to becoming a net zero carbon university by 2040. Carbon savings are already being delivered through a range of programmes and projects including energy savings, sustainable travel, laboratory and IT specific interventions and new recommendations from the Renewable Energy Low Carbon Options group will enable the University to meet this target. Members discussed the various challenges of upgrading the University Estate over a 10-20 year period, with many of its very old buildings not fit for purpose, and the difficulties of bringing these up to industry standard.

2. Data Driven Innovation is the key part of the Edinburgh and South-East Scotland City Region Deal. The Finance and Services Standing Committee of Business Committee (FSSC) heard an exciting presentation on this from Vice-Principal Charlie Jeffery and Hugh Edmiston on the 6th November 2018. The size and scale of the project is breath taking. Working together to deliver the 15-year programme are the University of Edinburgh and Heriot-Watt University, whose experts will collaborate with industrial partners on data-based projects in the public, private and third sectors. This will increase demand for graduate skills in the region and launch more spin-out companies.

In inviting the speakers FSSC had a number of issues they wished to address, including understanding the scope of City Deal and University involvement and commitment in terms of money and resource, how targets of training 100,000 people in data skills over the next decade and creating 400 new spin out companies in the next 3 - 4 years will be achieved and what will be the legacy to the University of being involved in the City Deal.

At the meeting members’ questions covered a range of other issues including the ethics of using data; ensuring data security; how to mitigate the potential for increasing social inequality; the impact on the rest of the university while the focus is on the City Deal and ability to achieve these targets .

Charlie Jeffery and Hugh Edmiston answered all the questions reassuringly. While they do not have all the answers at this point they are aware of the issues and are addressing them. For example, they are establishing an ethics advisory group to ensure that the work will meet the highest ethical standards. The University has also been supporting Newbattle High School in Midlothian in its pioneering ambition to become a centre of digital excellence upskilling its pupils for these developments.

FSSC invited the speakers to return to give updates over the next few years.

3. The Finance and Services Standing Committee of the Business Committee met on 10th December 2018 with Phil McNaull, the outgoing Finance Director who is leaving at the end of December. It was a good meeting with an open exchange covering his reflections on what the university has achieved during his tenure and some thoughts on the key issues facing the University going forward.
One of the positive aspects is the aligning of strategic objectives with the ongoing monitoring of performance. This is seen best in the annual report and accounts which focuses significantly on non-financial targets which are taken from the strategic plan. He welcomed the new Principal’s review of the strategic plan, which is looking at the size and shape of the University in years to come. Key achievements have the University of Edinburgh leading in the UK with its policy on Corporate Social Responsible investment and the City Deal, where the university is at the heart of delivery of the data driven innovation. His major concern was the need for the university to generate a sufficient surplus to sustain the capital spend. Progress has been made in this area, however there is still some way to go before it reaches a sustainable position. Gaining alignment from the colleges on this also requires further progress.

5 Report of the Public Affairs Standing Committee
for the General Council Meeting on 16 February 2019
Convener of the Public Affairs Standing Committee: Ms Sophie Marshall

The Public Affairs Standing Committee (PASC)’s overarching theme this session is examining the student experience, both from a student perspective but also how this interplays with the communities we serve around Edinburgh and how the University can continue to improve upon this.

In our most recent meeting on 3rd December we heard from Mr Gavin Donoghue, the Head of External Affairs. He spoke to PASC about the University’s approach to community engagement. Mr Donoghue told the Committee that the current key areas of activity include the City Region Deal and the launch of the Widening Participation Strategy, with community engagement being an overarching focus. He further highlighted the importance of the Estates Strategy being linked in directly with communications to ensure early engagement with affected communities and key stakeholders. The Committee also discussed the importance of staff and students being integrated into the local community and how much benefit they can bring. It was noted that there are often difficulties of perception with students being deemed a ‘transient population’ with negative connotations - a theme will we continue to explore. We are also about to hear from EUSA Vice President Community, Georgie Harris about this issue, so that we can obtain more information from the students’ perspective.

We are in the process of refreshing our communication channels and how we engage with alumni, which is an ongoing business item for PASC, but as we do so please do not hesitate to get in touch - we are here to represent you as members of the General Council. Concerns voiced by alumni regarding the University’s involvement in the Stead’s Place development in Leith led to community engagement being placed front and centre of PASC’s current work agenda.

PASC also retains oversight of the General Council’s events and I am delighted to report that the June 2018 Half Yearly meeting was a great success, which included a tour of some of the University’s fascinating collections at the Main Library. We are now looking forward to the meeting on the 15th June 2019 where the theme is ‘The University and Africa... Past, present and future’. These events are always great occasions to catch up with friends, see some of the University in action and keep up to date with what is happening in the Business Committee and in the University as a whole - I hope to see as many of you there as possible!
6 Meeting of the Business Committee

The Committee has met three times since its last Report was published, viz. 5 July 2018, 11 October 2018, 6 December 2018.

7 Deaths of Members of the General Council

The deaths of the following members of the General Council have been reported during the year from January 2018 to January 2019. Names have been listed by year of first graduation from the University of Edinburgh.

Crichton, John, MA of 1914, died 01/01/1997

Henry, Kathleen Mary Cecilia, MA of 1936, died 2018

Fraser, Ian Masson, MA of 1939, BD of 1942, died 10/04/2018

Morrison, Joanna (née Muir), BSc of 1939, died 2018

Robarts, James Herbert, MBChB of 1939, died 2018

Birrell, Margaret Evelyn, MA of 1940, died 01/01/2018

Wylde, Lois Venn,(née Dunn), MBChB of 1940, died 2018

Brown, Allan Scrimgeour, MBChB of 1941, died 2018

Hill, Eleanor Hope,(née Gudgeon), BSc of 1941, died 02/01/2018

Dobry, George Leon Severyn, MA of 1942, died 2018

Oliver, Denis Frank, BSc of 1942, died 06/06/2018

Wilson, John Beattie, BSc of 1942, MBChB of 1943, died 14/12/2017

Born, Gustav Victor Rudolf, MBChB of 1943, Hon MD of 1982, died 2018

Soutar, William Todd, BCom of 1943, died 2018

Timpany, Margaret Mary, MBChB of 1943, died 05/01/2008

Barry, Peter Charles Averill, BSc of 1944, died 17/06/2018

Birrell, Alexander William, BSc of 1944, BSc of 1947, died 2018

Fairlie, Jemima (née Peden), MA of 1944, died 03/07/2018

Lyon, Kenneth James, BSc of 1944, died 2018

Schulberg, Evelyn Elizabeth Lillian, MA of 1944, died 01/01/2018

Drew, Frederic Shaw, BSc of 1945, died 01/11/2017

Lyon, Rae Llewelyn, MBChB of 1945, MD of 1960, died 01/01/2018

Cunningham, John Mccandlish Murdoch, BSc of 1946, PhD of 1962, died 21/01/2018

Dalgleish, Winifred Jessie, MA of 1946, MA of 1951, died 2018

Ferguson, Ronald John, BSc of 1946, died 2018

Lloyd, William Harry, MBChB of 1946, died 2013
Petrie, Margaret Drummond, (née Arnott), MA of 1946, died 01/01/2018
Pickwell, Margaret Jessie Gilfillan, (née Henry), MA of 1946, died 15/05/2017
Somner, Alan Robert, MBChB of 1946, died 2015
Stalbow, Richard Benson, PhD of 1946, died 2018

Bruce, Ian Fraser, MBChB of 1947, died 16/05/2018
Davidson, Rosalind Joyce, (née Dorfman), MA of 1947, LLB of 1949, died 01/01/2018
Meek, Alexander Stanley, MA of 1947, died 2010
Menzies, Alan Douglas, BSc of 1947, died 06/02/2018
Miller, Audrey Nicolson, (née Barker), BSc of 1947, died 01/03/2018
Nagler, Harry, MA of 1947, died 01/01/2018
Newall, Joseph, MBChB of 1947, died 2018
Potter, Anne Christine Emily, (née Walker), MA of 1947, died 2017
Sheldon, Henry Duncan, BL of 1947, died 2017
Young, Margaret Dudgeon, MA of 1947, died 09/04/2018

Beedie, Elizabeth Janet Ainslie, (née Yool), MBChB of 1948, died 2018
Galazka, Jacek Michal, BCom of 1948, died 08/05/2018
Hampson, Joseph, MBChB of 1948, died 14/11/2017
Hunter, Joan Stella, (née Hiscock), MBChB of 1948, died 10/02/2018
Keenan, John, MBChB of 1948, died 2018
Mackie, Andrew George, MA of 1948, died 12/12/2017
Maltman, Isabella Clement, (née Whitehead), MA of 1948, died 04/05/2018
Ogilvie, Ian Maurice, MBChB of 1948, died 30/10/2017
Sellers, Marjorie Gay, (née Sancto), MA of 1948, died 01/01/2017
Wilson, Georgina Yvonne May, MA of 1948, died 2018
Wylie, Elinor Pringle, MA of 1948, death notification 2019

Atiyah, Lily Jane Myles, (née Brown), MA of 1949, died 13/03/2018
Bickley, Ann Beryl, MA of 1949, died 2018
Ferguson, Neil Alexander Mclagan, MA of 1949, died 01/01/2014
Gall, James Murray, MA of 1949, died 01/01/2018
Lyburn, Andrew Usherwood, MA of 1949, died 13/03/2018
Lyon, Sheila Campbell, (née Robertson), MA of 1949, died 01/01/2018
MacGregor, Alastair Roy, LDS of 1949, PhD of 1965, died 01/01/2018
McDonald, Alexander John, LLB of 1949, died 22/03/2018
Pullon, Hilary Ruth, MBChB of 1949, died 2018
Rankine, Anne Eleanor, (née Jameson), MBChB of 1949, died 13/12/2017
Short, Elizabeth Young, (née Campbell), MA of 1949, died 09/04/2018
Weatherston, Andrew, BSc of 1949, died 01/01/2018
Wilson, David Ian Talbot, MBChB of 1949, died 2018

Barron, Margaret (née Jones), BCom of 1950, died 2018
Birch, William David Arnold, MBChB of 1950, died 2017
Campbell, Madeleine Jean, (née Gillie), MA of 1950, died 2018
Grant, James Archibald Purves, MA of 1950, died 01/01/2016
Hanna, William Alexander, MBChB of 1950, died 25/05/2018
Kennedy, John Harris, MA of 1950, died 2018
Lugton, George Lockhart, MA of 1950, BD of 1953, died 22/02/2018
Mackay, Patricia Christine, MBChB of 1950, died 2018
Macpherson, Alan Gibson, MA of 1950, died 26/10/2018
McGregor, Jessie Margaret, MA of 1950, died 28/11/2017
Mckinnes, George Bain, BSc of 1950, died 01/01/2018
Murchie, Kenneth, BSc of 1950, died 2017
Paterson, Ian Russell Cameron, BSc of 1950, died 2018
Ross, June Loraine, MA of 1950, died 01/01/2018
Somerville, Charles Anderson, BCom of 1950, died 22/01/2017
Sutter, Arthur Charles, BCom of 1950, died 2018
Symon, John Francis Walker, MA of 1950, died 01/01/2018
Templeton, Margaret Ritgoland, MA of 1950, died 25/12/2017

Bennie, William Allan, MA of 1951, BCom of 1952, died 26/12/2017
Black, Angus William, MBChB of 1951, died 2018
Blazquez, Thomas, MA of 1951, BCom of 1952, died 2017
Boyd, Robert Hugh Steele, BD of 1951, PhD of 1966, died 01/01/2018
Burns, Thomas Sanderson Hepburn, LLB of 1951, died 2017
Cattell, Ronald Walter, MA of 1951, died 01/01/2018
Cooling, Rosalind Mary, (née Bentley), MBChB of 1951, died 22/12/2018
Edgar, James, BL of 1951, LLB of 1952, died 28/03/2018
Henderson, William Gebbie, MA of 1951, died 27/03/2017
McCallum, Gordon, BSc of 1951, died 2017
McIntyre, Donald, MBChB of 1951, died 2018
Russell, Albert Muir Galloway, LLB of 1951, died 29/01/2018

Begg, Frank Macrae, MBChB of 1952, died 01/01/2014
Budge, Donald, MBChB of 1952, died 17/02/2018
Caldwell, Helen Maclean, MBChB of 1952, died 15/11/2018
Chambers, Dennis Gerard, MBChB of 1952, died 04/11/2016
Gourlay, Robin Christopher Bretherton, BSc of 1952, died 2017
Grassie, Janet Moncrieff, (née Spence), MA of 1952, died 2018
Groom, Leonard Robert Long, MA of 1952, died 2018
Gunn, Alasdair Clibreck, MA of 1952, LLB of 1954, died 2018
Hunter, Marjorie Gemmell, (née Darling), MA of 1952, died 01/09/2017
Hunter, Mary Stoddart, MA of 1952, died 01/07/2018
Judd, Stephen, MA of 1952, died 2018
Leather, Russell Allan, BSc of 1952, died 25/12/2017
Macrae, Alister James Donald, BSc of 1952, died 06/07/2018
McIvor, James Stanley, BD of 1952, PhD of 1978, died 23/05/2018
Melville, Robert, BL of 1952, died 2014
Reid, Gordon Murray, BSc of 1952, died 2018
Robertson, Ian William, BD of 1952, died 2016
Robertson, John Neil, MA of 1952, died 2018
Rodger, David Edward, MA of 1952, died 2018
Scott, Kenneth Bertram Adam, MA of 1952, died 23/02/2018
Winton, Rosemary Olive, (née Irvine), MA of 1952, MA of 1954, died 2018

Clark, Alastair George, BSc of 1953, died 02/09/2017
Davis, Harold, MA of 1953, died 01/01/2018
Lawson, Gordon Hugh Kerr, BSc of 1953, BVMS of 1959, died 01/01/2018
Mackay, John Telford, BSc of 1953, BSc of 1955, died 01/01/2018
McCacken, John Strachan, BSc of 1953, died 07/01/2018
Morrison, Lawrence Alexander, BSc of 1953, died 2018
O'Reilly, Kevin Joseph, BSc of 1953, died 2018
Proverbs, Ralph Stanley, BSc of 1953, died 2018
Stout, James Thompson, MA of 1953, died 2016
Wilson, Eileen Wyllie, MA of 1953, died 2017

Adams, Rosemary Ann,(née Marshall), MA of 1954, died 2018
Arbuthnott, Hugh Sinclair, LLB of 1954, died 2018
Banton, Michael Parker, PhD of 1954, DSc of 1964, died 2018
Briglmen, June Margaret,(née Stobbs), BSc of 1954, died 2018
Cousar, Robert Wilbur, PhD of 1954, died 2018
Ewing, Robert Gray, MA of 1954, PhD of 1973, died 01/01/2018
Fryer, Mary Elinor,(née Beacock), MA of 1954, died 29/10/2017
Graham, Peter John, BSc of 1954, died 16/12/2017
Jolley, Elizabeth Laird,(née Sinclair), MA of 1954, died 2018
Macleod, Norman Donald, MA of 1954, LLB of 1956, died 01/01/2018
Macpherson, Archibald Cameron, LLB of 1954, died 01/01/2018
McCulloch, George Morrison, MBChB of 1954, died 2018
Milner, Kenneth, BSc of 1954, died 2018
Noble, Mary Evelyn Cameron,(née Bird), MA of 1954, PhD of 1958, died 01/01/2018
Pole, Alexander William Fraser, MA of 1954, died 01/01/2017
Stevenson, Thomas McIntyre, MBChB of 1954, died 2018
Stewart, Duncan Harry, BSc of 1954, died 2017

Craige, David McIntosh, MBChB of 1955, died 2018
Grant, Archibald Francis, BSc of 1955, died 29/04/2018
Haith, Colin Frank, BSc of 1955, died 2018
Henderson, Andrew Ernest, BSc of 1955, died 01/11/2017
Livingstone, Alastair Meyer, MA of 1955, died 01/01/2016
Neale, Roderick Frank, BSc of 1955, PhD of 1958, died 01/01/2018
Nimmo, Derek Andrew William, MA of 1955, died 2005
Philips, James Davison, PhD of 1955, died 25/03/2012
Pill, Alan Hugh, BSc of 1955, Dip of 1967, died 2018
Ross, John Macleod, BSc of 1955, died 05/03/2018
Sandison, Mary Ewyor Elizabeth Tait, PhD of 1955, died 2018
Smith, Helen Cochrane,(née Stewart), MA of 1955, died 01/06/2018
Strang, Romaine Patricia, MA of 1955, died 29/05/2018
Sutherland, Iain Alexander George, MBChB of 1955, died 11/06/2018
Warren, Stanley Edward, BSc of 1955, MSc of 1963, died 14/11/2017
Weir, Donald Mackay, MBChB of 1955, MD of 1962, died 2018
Wolf, EMIL, DSc of 1955, Hon DSc of 1990, died 2018

Beveridge, George William, MBChB of 1956, died 2018
Bookey, Beryl Joyce,(née Nathan), MA of 1956, died 2018
Coleman, Joan Mary,(née Bradley), MBChB of 1956, died 2018
Douglas, Stephen, MA of 1956, died 16/06/2018
Hiddleston, Patricia Jessie Gunn,(née Wallace), MA of 1956, died 08/12/2017
Matthews, Robert George, BSc of 1956, died 2018
McNeil, John Duncan, MA of 1956, died 26/02/2018
Pottinger, Katharine Elizabeth,(née Green), MA of 1956, died 2018
Smith, John David, MA of 1956, died 1995
Williamson, Alexander Noel David, MA of 1956, died 01/01/2018
Wisely, Catherine Macdonald,(née Simpson), MBChB of 1956, died 14/04/2018

Bolland, Gertrude Margaret, MA of 1957, died 11/03/2018
Cormie, William Dawson, MA of 1957, died 2018
Mirrlees, James Alexander, MA of 1957, Hon DSocSc of 1997, died 29/08/2018
Murray, Athol Laverick, LLB of 1957, PhD of 1961, died 20/09/2018
Nagle, John Francis Michael, BSc of 1957, died 20/03/2018
Osborne, Philip, PhD of 1957, died 01/01/2011
Paton, Alistair Ronald Parlane, BDS of 1957, died 2018
Robertson, Robert, MA of 1957, died 2017
Smart, Norman Marshall, MA of 1957, died 30/05/2018
Walker, William Donald, BSc of 1957, died 07/06/2018
Waterhouse, Jane Morton,(née Butt), MA of 1957, died 2017

Bennet, David Edwin, BSc of 1958, died 2018
Beveridge, Janette (née Millar), MBChB of 1958, died 2016
Robinson, Keith Douglas, MBChB of 1958, died 2017
Russel, Angus James Forrest, BSc of 1958, BSc of 1959, died 08/12/2018

Bennett, Brian Cyril, MA of 1959, died 16/04/2018
Berry, Paul William Dyson, MBChB of 1959, died 03/09/2018
Boddy, Francis Andrew, MBChB of 1959, died 2018
Dandie, Christine Elizabeth Jean, MBChB of 1959, died 2018
Forsyth, Mary Helen,(née Beattie), BSc of 1959, died 2018
Herring, Elizabeth Beatrix,(née Deacon), MA of 1959, died 17/07/2018
Hulland, Thomas John, PhD of 1959, died 15/10/2018
Laurence, Nadine Satinik Anne,(née Kouyoumdjian), MA of 1959, died 06/09/2018
McBride, Glenorczy, PhD of 1959, died 28/01/2018
McGregor, Donald Steven, BVMS of 1959, died 01/01/2018
O'Brien, Keith Michael Patrick, BSc of 1959, Dip of 1966, died 2018
Pattie, Dorothy Helen,(née Cleland), BSc of 1959, died 15/02/2018
Stewart, Gordon, BSc of 1959, PhD of 1962, died 2018

Bairnson, Robina Mary, BSc of 1960, died 14/04/2018
Baxter, Patricia Mary,(née Brown), MA of 1960, died 16/04/2018
Craig, Eric, BD of 1960, died 2018
Fairley, Louise Farrow, MBChB of 1960, died 20/02/2018
Hewitt, Elizabeth Mary,(née West), MA of 1960, died 01/01/2018
Mair, Malcolm Lamont, BVMS of 1960, died 01/01/2018
Pruden, Doreen Farquharson,(née Steven), MA of 1960, Dip of 1961, died 09/11/2018
Shedden, Douglas Alexander, MBChB of 1960, Dip of 1964, died 01/01/2018
Sutherland, Ann Mary,(née Barker), MA of 1960, died 25/06/2018
Watson, Antony Charles Harington, MBChB of 1960, died 09/05/2018
Wishart, Daniel Dewar, BSc of 1960, died 07/09/2018

Cook, John Dobbie, BSc of 1961, died 01/01/2018
Craig, John Bradford, BSc of 1961, died 01/11/2017
Durkin, Kenneth Paul, MBChB of 1961, died 03/04/2018
Field, Alexander Cecil, PhD of 1961, died 01/01/2012
Heaney, Brian, BDS of 1961, died 08/01/2018
Knight, Glenna Margaret, (née Oag), BSc of 1961, died 01/01/2008
Martin, Jean Katharine Baillie, (née Reynolds), MA of 1961, died 27/09/2017
Mattocks, James Gallagher, BSc of 1961, died 2018
Mayell, Margaret Joyes, MBChB of 1961, died 2018
Nyanzi, Semei, MA of 1961, died 2008
Sutherland, John Joyes, (née Begg), BCom of 1961, died 20/09/2018
Wright, Peter John, BSc of 1961, died 01/11/2017

Bayley, Alison Alexandra, (née Houston), MA of 1962, died 03/01/2018
Bradley, David Edward, MSc of 1962, PhD of 1966, died 01/01/2018
Crawshaw, Edwin Douglas, MBChB of 1962, died 01/01/2018
Kelly, Anne Catherine, (née Worsley), MA of 1962, died 15/11/2018
Lindsey, Graham Joseph Howard, MA of 1962, died 2018
Macleod, Ruaridh Assynt, BSc of 1962, died 01/01/2018
Mowat, Alan Walter, BL of 1962, died 2018
Reid, David Alexander, MA of 1962, MSc of 1996, died 03/04/2018
Scott, Alexander Douglas, MBChB of 1962, died 03/03/2018
Shaw, Duncan, PhD of 1962, Dr hc of 1990, died 20/02/2018
Shepherd, William Gray Aitken, PhD of 1962, died 2011

Borthwick, John Murray Blair, BSc of 1963, died 14/08/2018
Bruce, David George, BSc of 1963, died 2018
Cormack, Robert, BSc of 1963, died 01/01/2018
Crawford, John Hamilton, MA of 1963, LLB of 1965, died 01/01/2018
Kamper, Michael Nicholas, MBChB of 1963, died 09/05/2018
Kerr, Thomas Steward, MBChB of 1963, died 2017
Lockey, Michael Lewis John, BSc of 1963, died 01/01/2018
Mason, Walter, MBChB of 1963, died 2018
Mukhopadhyay, Subhas, PHD of 1963, died 19/06/1981

Addison, David John, MBChB of 1964, died 08/12/2016
Leonard, John Burford, BAr of 1964, BAR of 1990, died 01/01/2018
Pretsell, Alexander Ogilvy, MBChB of 1964, died 01/01/2018
Raeburn, John Alexander, MBChB of 1964, PhD of 1976, died 2018
Zaidi, Nazim Husain, PhD of 1964, died 2001

Burns, Ian Ross, BSc of 1965, died 2018
Macinnes, David, MA of 1965, BD of 1967, died 01/01/2018
Mcdowell, James Alexander, BVMS of 1965, died 2017
Searles, Margaret Alexandra, (née Henderson), BSc of 1965, died 07/02/2018

Balfour, George, BSc of 1966, MA of died 2018
Cromie, Howard, BD of 1966, died 01/10/2017
Flack, James Hall, BD of 1966, MTh of 1971, died 22/03/2018
Fleming, Michael, PhD of 1966, died 2017
Lorriman, Malcolm Eric, MA of 1966, BCom of 1968, died 01/01/2018
Ludlam, Ailsa Mary, MBChB of 1966, died 2018
Pike, Derek John, BSc of 1966, died 2018

Brown, William Michael Birnie, LLB of 1967, died 01/12/2017
Burt, Patricia Ann, (née Johnston), BVMS of 1967, died 2018
Davey, Peter John, BAr of 1967, died 01/03/2018
Deas, Alan Brown, BDS of 1967, died 01/06/2017
Osborn, John Charles William, MA of 1967, died 09/06/2018
Paterson, Isabella Shankland, MA of 1967, died 24/04/2018
Wedderburn, Alexander John Maclagan, BD of 1967, died 01/04/2018

Crooks, Philip, PhD of 1968, died 16/07/2017
Stewart, Sine Ann, MA of 1968, died 01/01/2018

Dixon, Keith Frank, BSc of 1969, died 2018
Garson, Ian Michael Hunter, BDS of 1969, died 01/01/2017
Hirst, Jonathan, BSc of 1969, MBChB of 1971, died 01/01/2018
Learmonth, Alexander Peter, BSc of 1969, died 2018
Littlewood, John Bradshaw, BVMS of 1969, died 2017
Macdougall, Peter Colin, BDS of 1969, died 01/01/2018
Mackie, Janet, MA of 1969, died 2018
O’Doherty, Paul Charles, BSc of 1969, died 01/01/2018
Wolley, Richard Flynn, BSc of 1969, MBChB of 1972, died 2018
Zanforlin, Mario, PhD of 1969, died 12/08/2016

Hossack, Ian Sinclair, BCom of 1970, died 01/01/2018
Parker, Caroline Patricia, (née Brander), MA of 1970, died 12/01/2018
Simpson, Ian Christopher, LLB of 1970, died 11/12/2017
Telford, Elizabeth Mary, (née Berridge), MA of 1970, died 2018

Campbell, James Stuart, MA of 1971, BMus of 1974, died 2018
Duncan, David, BSc of 1971, MBChB of 1974, died 2018
Geoghegan, Susan (née Derrick), MA of 1971, died 01/01/2013
Gibb, Jeremy Kenneth Macnab, MA of 1971, LLB of 1980, died 01/01/2018
Kemp, Duncan Andrew, LLB of 1971, died 01/01/2018
Ross, Colin, BAr of 1971, died 2018

Gibbons, John Ernest, PhD of 1972, died 23/10/2017
Moodie, James, BSc of 1972, died 05/11/2017
Picton, Christine Elaine Mary, (née Kendall), BSc of 1972, died 01/01/2018
Rattray, Robert Sutherland, MA of 1972, died 31/01/2018

Brown, James Douglas, LLB of 1973, died 01/01/2018
Collie, George Michael, MA of 1973, died 01/01/2018
Duck, James Lechler, BSc of 1973, MBChB of 1976, died 01/01/2018
Johnson, Christopher Barry Chesson, MSc of 1973, died 2018
Munro, Elizabeth Cumming, LLB of 1973, died 23/02/2018
Paterson, Hugh Forsyth, BSc of 1973, PhD of 1978, died 01/01/2018
Potter, Sheila Margaret, MA of 1973, died 03/05/2018
Taylor, Ronald George Gavin, MA of 1973, died 2018
Arnot, David Patrick, BSc of 1974, MSc of 1975, died 01/01/2018
Clayton, Malcolm Ian, BDS of 1974, died 2018
Edwards, James Gordon, BSc of 1974, died 2018
Lan Pak Kee, Yan Fong, BSc of 1974, died 01/01/2018
McComb, Judith Anne,(née King), MA of 1974, died 01/01/2018
Moore, Blanche (née Chesney), MA of 1974, died 01/01/2017
Reid, James Gordon, LLB of 1974, died 01/01/2018
Allan, John Carson, BD of 1975, BD of 1976, died 01/01/2018
Evans, Peter Robert, MSc of 1975, died 01/01/2018
Thomas, Alan Gordon, BA of 1975, died 01/01/2018
Clifford, Adrian Alexander Ralston, BSc of 1976, MBChB of 1979, died 01/01/2018
Hardisty, Colin Charles, MA of 1976, died 2018
Wilson, Allan, LLB of 1976, died 2018
Anderson, Katrine Woodward, MPHIL of 1977, died 01/01/2018
Carr, Michael John Russell, BSc of 1977, died 2018
Kerr, Olwen Margaret, BVMS of 1977, died 01/11/2013
Kirkham, Stephen Robert, MA of 1977, died 01/01/2018
Lauener, Alastair William, BSc of 1977, died 2018
Moffat, Philip, BSc of 1977, died 2018
Bell, Ian Mackay, MA of 1978, died 10/12/2015
Ellis, Richard John, MEd of 1978, died 03/07/2018
Grubb, George Darlington Wilson, BD of 1978, died 10/06/2018
Lough, Sinclair, BSc of 1978, PhD of 1985, died 01/05/2018
Bell, David, MSc of 1979, died 17/04/2018
Figueroa Nazuno, Jesus Guillermo, PhD of 1979, died 08/03/2018
Leslie, Robert Dunbar, PhD of 1979, died 31/10/2017
Matthews, Richard Charles Lovering, PhD of 1979, died 25/01/2018
Oldham, Jeffrey Robert, MPHIL of 1979, died 2018
Steane, David Edward, MSc of 1979, died 2018
Munro, Grant Hamilton, BSc of 1980, PhD of 1986, died 2018
Rendall, Iain David, MA of 1980, MPHIL of 1997, died 10/01/2018
Upton, Timothy John, MA of 1980, died 10/01/2018
Gavin, Hazel Maureen Sylvia, MA of 1981, died 2018
Elliot, Dora, Dip of 1982, died 22/10/2017
Wilson, David James, MA of 1982, died 01/01/2017
Dyckhoff, Roy, MSc of 1983, died 23/08/2018
Humphries, Michael James, BSc of 1983, MBA of 1992, died 01/01/2018
Lewin, Susan Marjory, (née Thom), BSc of 1983, died 24/11/2013

Davidson, Alan Hayes, MA of 1984, Dip of 1985, died 2018
Laidlaw, Violet, Hon MA of 1984, died 03/03/2018
Sinclair, Murray Alexander, LLB of 1984, Dip of 1985, died 27/09/2018

Bishop, Stephen Christopher, PhD of 1985, died 2015
Moore, Ian Robert, BSc of 1985, PhD of 1989, died 31/08/2018
O'Dwyer, Bernard Terence, PhD of 1985, died 10/11/2017

Beveridge, Iain James Douglas, MA of 1986, died 2017
Lowe, Roberta (née Rosie), MPHIL of 1987, died 2018
Preston, Robert Sheffrey, MBA of 1987, died 30/12/2018

Martin, Archibald Clark, MPHIL of 1988, died 2018
Elliot, Gerald Henry, Dr hc of 1989, died 28/01/2018

Haskett, Christopher Emery, MBA of 1990, died 2018
Nicolson, Mark Robert, BDS of 1990, died 01/01/2018
Purvis, Robert John, MSc of 1990, died 2018

Linton, Lorraine Alexandra, MA of 1991, died 2017
Marchbanks, Douglas James, MEd of 1992, died 09/01/2018
Singleton, William Brian, Hon DVM&S of 1993, died 01/01/2018

Purdie, Alexander, Hon BSc of 1994, died 17/08/2017
Hoyle, David John, MSc of 1995, died 2017

Armstrong, Deirdre Elizabeth Mary, MA of 1997, died 2018
Mudd, Alexander Michael, MA(H) of 1997, died 2018
Watts, Ronald, BD of 1997, died 01/01/2017

Brockie, Christine Isabella, BVMS of 1999, died 01/01/2018
Calder, John M, Dr hc of 2002, died 2018
Hamilton, Hamish Alex, MSc of 2002, died 2018
Howlett, Philippa Jane, BSc of 2002, MBChB of 2005, died 07/08/2015

Baily, Charles David, MA(H) of 2003, died 01/01/2018
Wheeler, John Smith, PhD of 2003, died 2017
Sutherland, Stewart Ross, Dr hc of 2004, died 29/01/2018

Starr, John Michael, UgCert of 2005, PHD of 2013, died 09/12/2018

McSweeney, Sara Jane, BSC(H) of 2006, PHD of 2010, died 2018

O'Neill, Colin, MBA of 2010, died 01/01/2018
Seryte, Ieva, MSC of 2010, died 2018
Walker, Jeremy Joseph, PhD of 2010, died 2018

Maitland, Frederick James, MA(H) of 2012, died 29/12/2017

Evans, Henry Peter Boultbee, MA(H) of 2013, died 2018
Lipkin, Heather Anne, (née Slade), MMUS of 2013, died 01/01/2018
Rhys-davies, Benjamin, MENG of 2013, died 01/01/2018

Boorman, Alexander, MBCHB of 2014, died 07/12/2017
Kalam, Avul Pakir Jainulabdeen Abdul, Hon DSocSc of 2014, died 27/07/2015
Partridge, Gerald William, MSC of 2014, died 01/10/2017

Choi, Wee kiong, DSC of 2015, died 2018
Marmarinou, Panorea, MA(H) of 2015, died 2018
McKenna, Mary (née Moran), MA(H) of 2015, died 01/01/2018

Kuwani, Thungo Mpande, (née Thungo), BA(HSS) of 2016, died 01/01/2018
Richardson, Ben, MA(H) of 2016, died 01/07/2018
Roscino, Francesco, MSC of 2016, died 01/01/2018
Salters, Audrey, PHD of 2016, died 01/01/2018

Owens, Alexander, MSC of 2018, died 2018

Papers from the General Council Meeting on 9 June 2018

A Presentation of the Report of the Business Committee
at the General Council Meeting on 9 June 2018
Convener of the Business Committee: Professor Stuart Macpherson

Chairman: Can I just open the meeting and welcome everybody to the General Council meeting today? My name’s Ann Henderson, recently elected as Rector at the University, and I’m looking forward to working with the General Council over the next three years. A couple of housekeeping arrangements. We are recording the meeting and there is a register circulating. Just make sure everyone has signed in. Before the formal business of the meeting starts I’d just like to pass over to the Chaplain to say a few words. Thanks.
Chaplain: Thank you very much. We open with an opening reflection and it’s always an opportunity for us to pause and reflect on our common purpose as we come together and deliberate together about the health and future of the University and on the summer meetings as we visit and learn about diverse areas of the University. This morning we also give special thanks for our new Secretary, Professor Ann Smyth, and our new Rector and Chair Ann Henderson. So we give thanks for all who have made and continue to make this University a house of fruitful study and endeavour. We ask for wisdom to follow all that is best in their example and for imagination to carve our own paths. We ask for diligence and cheerfulness for good courage and discernment in our business today and as we play our part in shaping the University and its service to the world.

Chairman: Thank you. I’m now going to move on to the formal business of the meeting. The minutes of the meeting of 24 February have been circulated and I’d just like to invite approval of the minutes of the meeting? That’s great thank you very much. There aren’t any formal matters arising but certainly happy to take any matters of pressing business arising from the minutes that are not covered under other agenda items. Does anyone have any issues they want to raise at this point? Nothing under matters arising? Thank you I’ll just move on in that case, to take the Report of the Business Committee and I invite Stuart to give the Report. Thank you.

Convener: Rector, members of the General Council and Guests

I would like to start by welcoming Ann Henderson to her first General Council Meeting as Rector. We are very grateful that she has agreed to spend time to be with us today.

This will be a brief report on the recent work of the Business Committee but I will start by commenting on our more formal Half Yearly Meeting held on 24th February earlier this year.

Firstly, this gave members the opportunity to view the magnificently refurbished McEwan Hall and the associated meetings rooms constructed beneath Bristo Square. If anyone present today has not yet viewed the Hall I thoroughly recommend you take any opportunity you can to view the interior. To me the outstanding features are the murals on the ceiling and walls. They are fabulous.

The meeting took place two weeks after the arrival of the new Principal, Professor Peter Mathieson and we were delighted to be given the opportunity to welcome Peter and his wife Tina to Edinburgh. The Principal gives a report on the University to the February Half Yearly Meeting but it would have been unreasonable to ask Peter to undertake this so we were pleased that Senior Vice Principal Professor Charlie Jeffrey made this presentation and this was followed by the new Principal giving us a presentation on his early views of the University and some thoughts on its future development.

Two very important motions were passed by the meeting. The first was the appointment of Professor Ann Smyth to the position of Secretary to the General Council. We welcome Ann today to her first Half Yearly meeting in that position. Dr Mike Mitchell had stepped down from the position of Secretary after seven years magnificent service in the post. We were, at a later date, able to hold a reception to thank Mike and to make a presentation to him to mark his invaluable service.

The meeting also passed the motion approving the new appointment process for General Council Assessors to the University Court. These had been developed following discussion between the University and the Business Committee as a result of the Higher Education Governance (Scotland) Act 2016.
However everyone who was present would agree that all of that was surpassed by the presentation given after lunch by General Council member Mr John Chalmers. Following graduation JJ served with the Royal Marines in Afghanistan and sustained devastating injuries in a bomb blast. His talk was inspiring and will long be remembered by all who heard it.

Since that meeting the Business Committee has met on one occasion. We took a particular interest in the strike action taken in opposition to the proposed changes to the UK Universities Superannuation Scheme (USS) and the Principal’s response. This presented Peter Mathieson with an unenviable challenge within days of his arrival. We were impressed that he dealt with this in an even handed manner and kept in close touch with our own staff and students both by letters and meetings. He wrote to students offering to reimburse expenses as a result of the action. We were informed that our students were supportive of staff action despite the disruption they suffered. The Principal communicated with both sides nationally and supported the appointment of a national Joint Expert Panel which is currently reviewing the matter. The dispute is not yet finally resolved and we will continue to receive reports on developments over the next few months.

As is usual the majority of our work has taken place at Subcommittee level.

On March 8th Philip Mawer’s Finance and Services Standing Committee visited the new residencies in Holyrood Road and were shown round by Mr Richard Kington, Director of Accommodation, Catering and Events (ACE). The ACE operation is the largest in any UK University. The accommodation blocks we saw were impressive but more student rooms are required and Mr Kington plans to increase the stock with another 2000 beds.

Two days ago Sir Philip’s committee saw Professor Andy Kerr, Executive Director of the Edinburgh Centre on Carbon Innovation who gave us a fascinating insight into the University’s aim to become a net zero carbon institution by 2040 and the centre’s work with others both national and international.

Sophie Marshall’s Public Affairs Standing Committee met with Grant Spence, Director of Alumni Relations. Development and Alumni hold contact details for 80% of our 270,000 alumni. Later this year they will launch new software which will allow locally based alumni to offer mentoring skills and advice to current undergraduates. It has been decided that this Committee will hold regular meetings with Grant Spence.

Stephen Hillier’s Academic Standing Committee met with Tracey Slaven, Deputy University Secretary and Katrina Castle, Deputy Director of Widening Participation to discuss widening access. Two facts from that meeting: the University spends £10 million annually on Widening Participation and in 2017 Scottish entrants to undergraduate courses comprised 292 from independent schools and 1525 from state schools.

Recently Professor Hillier’s committee saw Mr Andy Shanks, the recently appointed Director of Student Wellbeing for the second time this session. In my experience this is the first time that a committee has seen a person twice in one session and this indicates the importance placed on this subject and the favourable impression Mr Shanks made to the committee on his first appearance. Mr Shanks talked of the commitment he had found in all people he had met since coming to the University to make the environment a safer place for staff and students. He explained the proposal to develop a Wellbeing Centre in Bristo Square. He explained that emergency referrals to the
Student Counselling Service are normally seen the same day and 98% of referrals within three weeks. Staff in all Schools are being trained in student support.

This summer Mr Sam Trett and Sir Philip Mawer step down from the Business Committee and I thank both for the time they have given to our work out of their very busy lives. I am delighted to say that we had a very strong response to our recent request for new members and next session we will be welcoming Aaron Ashton, Candice Donnelly, William Duncan and Ario Santini to our number. I am positive they will find our discussions regarding all aspects of University life stimulating and rewarding.

Chairman: Thank you very much. Does anyone have any questions for the Convener?

Peter DuVink, 1966, BComm. Fascinated by the figure you gave about the state schools. Would you please explain whether this was engineered or whether this was a genuine development?

Convener: I cannot as I don’t sit on the Admissions Committee. I suspect it was a genuine development and I hope that the word ‘engineered’ would not be appropriate. It was engineered in the sense that the University puts a lot of effort into widening access. In that sense, yes, engineered, but apart from that I don’t think so. It’s a figure that did surprise me. Edinburgh does have a reputation as an elitist university and I think that figure just puts that to bed.

Chairman: Thank you Stuart for your report and can I have the agreement of the meeting to formally adopt the report? Thank you very much. We’re now going to move on to hearing from the Secretary the dates of the forthcoming General Council meetings and some information about the elections as well.

Secretary: The next half-Yearly Meeting will take place on Saturday 16th February 2019 in the refurbished Law School. It will be followed by lunch in the Playfair Library. Any motions for discussion at that meeting should be received in the General Council office by 21st November 2018. The following statutory Half-Yearly Meeting will be held on Saturday 15th June 2019 in the McEwan Hall. Any motions for discussion at that meeting should be received in the GC office by 27th March 2019.

There will be an Election for 5 members of the Business Committee in February 2019. Nominations on forms which you can get from the General Council Office or from our website should be received in the General Council office by 21st November 2018.

Chairman: Is there any other competent business for this meeting?

Linda Hendry, 1971, MA: We’re not making it obvious that you can come to these meetings without having lunch or the revolving sessions. I would like it to be made obvious both in the Billet and on the internet.

Secretary: We have noted the point you raised but we do need all attendees to register for various reasons including knowing who is on University premises on a Saturday and that they are indeed General Council members. But your point is taken about people having different arrangements and different parts of the meeting that they wish to attend and we’ll look into how that can be made clearer in future.
Margaret Tait, 1965, BSc: Firstly I would like to add my congratulations to you Rector for being elected to this prestigious post and I realise that very soon you may be the only elected member of the Court at the University so I hope that you enjoy your position. I was watching very carefully as you are obviously a well-known feminist and activist for women’s issues and I do hope you’ll be able to take this opportunity to be able to forward some of these things in relation to the University, and I’d like you to know you have great support from members of the General Council. The General Council Secretary and myself, when I was an Assessor on Court, were on a Committee to try to eliminate the gender pay gap of, particularly the Professors in this University, and to try and help the women in their careers, and we remember that with much affection, and I hope that you’ll be able to foster these sorts of ideas. And I hope that you will be able to foster the idea of more general child care facilities for the young researchers at the University who are beginning both their careers and their relationships and desperately need all the support they can get. I would like you to know that you have a great deal of support from General Council members in your endeavours.

Rector: Thank you Margaret. Certainly I’ll discuss with the Secretary about how best to have a longer and open discussion with the General Council and I’m completely happy to do that and I appreciate the points that you’ve raised and I can be contacted direct as well on the Rector email address. I’ve already had some of the points that you’ve raised by members of staff and by students, and I’m looking forward to working with you all and there should be plenty of opportunity for further discussion. Thank you. I’m going to conclude the formal business of the meeting by inviting Stuart to move the motion for adjournment. Thank you.

Convener: Thank you Chairman. For the purpose of considering matters which may be transmitted to the General Council by the University Court or of any other business of a competent nature the Business Committee be empowered to act on behalf of the General Council and this meeting be adjourned to a date to be fixed by the Business Committee.

Chairman: Thank you very much. Now could I invite the Chaplain please to close the business part of the meeting with a benediction. Thank you.

Chaplain: Thank you very much. May we have God’s blessing upon us that we may go out from here with wisdom, courage and vision using our gifts wisely to build a just and compassionate world. Amen.

B Scrolling through Time
Two presentations followed the report of the Business Committee: Chief Information Officer and Librarian to the University, Gavin McLachlan, gave an overview on the effects of technology, digital learning and innovation. Then Jeremy Upton, Director of the Library and University Collections, gave a history of the Library within the University and a vision for its future.

There was lively attendance during the afternoon tour of the Library that provided an opportunity to explore the Centre for Research Collections and the Library's modern facilities for exhibiting researching, conserving and digitising the University's heritage collections. The interactive group video capturing some highlights from the day allowed plenty of time for delegate participation:

Pop ups were on display with student volunteers showcasing some of the IIG projects currently taking place, including the popular Palma Soap enterprise where students are helping to change lives in Malawi with mosquito-repellent soap. Soap samples were available to purchase at the event.

Any member who does not have web access may request a copy of Annex to the Billet from the General Council Office:

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