



**Environmental Association for Universities and Colleges  
EAUC-Scotland Annual General Meeting Minutes  
University of Dundee, 27 February 2015**

---

**Attendees:**

Andrew Samuel	AS	Abertay University
Angus Allan	AA	South Lanarkshire College
David Somervell	DS	University of Edinburgh
Fraser Lovie	FL	University of Aberdeen
Gillian Gibson	GG	EAUC
Iain Patton	IP	EAUC
Jackie Beresford	JB	Dundee and Angus College
Jamie Pearson	JP	Edinburgh Napier University
John Thorne	JT	Glasgow School of Art
Kate Fitzpatrick	KF	SRUC
Matthew Lawson	ML	University of Edinburgh
Michelle Brown	MB	University of Edinburgh
Mike Pretious	MP	Queen Margaret University
Rebecca Petford	RP	EAUC
Robert Hewitt	RH	Borders College
Sarah Lee	SL	EAUC
Trudy Cunningham	TC	University of Dundee

**Apologies:**

Abi Cornwall	Learning for Sustainability Scotland
Alex Henderson	NUS Scotland
Dave Gorman	University of Edinburgh
David Beards	Scottish Funding Council
Deanne Holden	Scottish Funding Council
Elizabeth Vander Meer	University of Edinburgh
Inga Burton	Heriot-Watt University, Orkney
Mike Pretious	Queen Margaret University
Stewart Miller	University of Glasgow

EAUC Scotland, Queen Margaret University, Queen Margaret University Drive, Musselburgh, EH21 6UU  
Tel 0131 474 0000 [scotland@eauc.org.uk](mailto:scotland@eauc.org.uk) [www.eauc.org.uk](http://www.eauc.org.uk) Company No: 5183502 Charity No: 1106172

Item	Minutes	Action
1	<p><b><u>Welcome and apologies (DS)</u></b></p> <p>Welcome from DS and apologies.</p> <p>DS is stepping down from his two year term as convenor of the Office Bearer's group (OBG) and Scotland representative on the EAUC-UK board. Voting for the new members will follow.</p> <p>DS reminded everyone that sustainability is not just estates; need to actively encourage academics and students to help contribute to the 'living lab'.</p>	
	<p><b><u>Overview from Iain Patton</u></b></p> <p>A wider UK update touching on the key areas of importance for the sector.</p> <p>IP mentioned that the policy infrastructure and government support here are a great advantage for Scotland.</p> <p>Update that Steve Egan the Deputy Director of HEFCE, is leaving. He has been a driver of sustainability for HE at the English Funding Council</p> <p><u>Governance</u> - EAUC-UK Governance 10 Point Guide will be launched at the EAUC-UK Conference in March. It was created in partnership with the Committee of University Chairs and the Leadership Foundation. There is a need to bring key agencies together in order to help improve the student/employer interface. Critical that governance and leadership understand the importance of these relationships.</p> <p><u>Membership</u> - looking to increase FE and student membership. The EAUC-UK Conference at the University of Leeds in March will hold summits for both groups</p> <p><u>International collaboration</u> – multiple networking and learning opportunities by engaging with international partners. For example a Belgian university is currently using LiFE.</p>	
2	<p><b><u>Minutes of the last meeting (DS)</u></b></p> <p>No outstanding actions.</p> <p>Minutes from previous meeting accepted.</p>	
3	<p><b><u>Updated Terms of Reference</u></b></p> <p>The terms have been updated to become more inclusive and transparent.</p> <p>FL asked whether the need for the convenor position to be elected from current OBG is a limitation and suggests that it should maybe be open to the Forum group. SL is open to discussion. Suggested if no volunteers from the OBG to stand ever occurs then there are is a possibility in the future.</p> <p>Terms of Reference accepted. Add to website.</p>	GG
4	<p><b><u>Scotland Manager's Report (SL)</u></b></p> <p><u>Universities and Colleges Climate Commitment for Scotland (UCCCfS)</u></p> <p>Recap on Outcome Agreements for the UCCCfS with priorities being :</p> <ol style="list-style-type: none"> <li>1. Sector-wide carbon reduction</li> <li>2. Embedding sustainability into the curriculum</li> <li>3. Encouraging leadership engagement to strengthen institutions</li> <li>4. Income generation for EAUC-S to become financially sustainable</li> </ol> <p><u>Key Highlights 2014/15</u></p> <ul style="list-style-type: none"> <li>• The UCCCfS certificates have been redesigned and distributed to all institutions to re-engage with the commitment. Only a few certificates are outstanding.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Full analysis of key contacts, the support needed from the sector and status of CMPs has been completed.</li> <li>• Partnership work: continuously in contact with the majority of Scottish strategic partners e.g. LfSS, RES, CND, HEA, SAUDE.</li> <li>• Merged College CMP support has been completed with all having realigned their baselines and in the process of creating new CMPs.</li> <li>• Staff changes: Hanna Plant left the team in July 2014, Rebecca Petford and Gillian Gibson joined the EAUC-S office in September 2014.</li> </ul> <p><u>Reporting</u> The Scottish Government opened the consultation on required reporting in relation to the Climate Change (Scotland) Act of 2009. The consultation will be open from 20 February – 29<sup>th</sup> May 2015. EAUC-S will be looking to hold three regional events around Scotland to collate comments on the proposal and submit a sector wide response. It is intended that the Scottish Government mandatory reporting will take the place of the UCCCfS Progress Report.</p> <p><u>HE CMP Review Project</u> The university CMP project is being managed by EAUC-S and is due for completion in June. Funded through SFC and working with consultants, RES and SAUDE to undertake a review of all university CMPs. A sector-wide report will be used to analyse carbon reduction targets and intended projects to determine whether 2020 legislative targets will be met. This will in turn guide the SFC with recommendations to incorporate into their 10 year strategy and guide their submission for the Spend Review to maximise the impact on carbon reductions.</p> <p><u>Key Facts</u> Membership: HE – 84% FE – 56% College membership numbers have dropped slightly but EAUC-S are increasing contact with all and hope to do more individual visits to the institutions. Twitter – 613 followers with an average of 3 new followers each week Facebook – page has increased 70% in like in 2014</p> <p>The full Scotland Manager’s Report can be seen on the EAUC-S website.</p>	<p>SL</p> <p>GG</p>
5	<p><b><u>Convenor and Office Bearers Nomination and Voting (DS)</u></b> David Somervell is standing down as the HE representative on the OBG and also Scotland Convenor after two years at the post. Paul Sherrington is also finished his term as FE representative on the OBG.</p> <p><u>Nomination for Scotland Convenor</u> Angus Allan, Depute Principal of South Lanarkshire College (SLC) has put forward his nomination from the current OBG for Scotland convenor. His nomination was accepted - AA was elected unopposed. Angus thanked the group and DS; he is looking forward to listening to the Forum and representing them on the EAUC-UK Board.</p>	

	<p><u>Nominations for HE OBG Representative</u></p> <p>For the position of HE representation on the OBG, two nominations had been submitted:</p> <p>Inga Burton – Heriot-Watt University (Orkney Campus)</p> <p>Michelle Brown – University of Edinburgh</p> <p>The position was voted on by a show of hands and MB was elected for the position with 9 votes to 1.</p> <p><u>Nomination for FE OBG Representative</u></p> <p>There were no nominations for the position of FE representative. It is proposed by SL that a member from FE would be approached and co-opted onto the OBG or if someone had expressed an interest they would then be voted on at the next AGM.</p> <p>DS thanked the team for their help during his term.</p> <p>SL thanks DS and PS for their work and support for the EAUC-S office during their time on the OBG.</p> <p>Congratulations to AA and MB!</p>	<b>AA/SL</b>
<b>6</b>	<p><u>Workshops</u></p> <p>Attendees participated in three exercises to help direct the EAUC-S office work.</p> <ol style="list-style-type: none"> <li>1. Answering questions on each of the four UCCCfS Outcome Agreements.</li> <li>2. Rating their institution on the four sections of the LiFE framework (Leadership &amp; Governance, Estates &amp; Operations, Learning &amp; Teaching and Partnership &amp; Engagement) and providing feedback on how these could be improve.</li> <li>3. Assessing a yearly timeline for 2015-16 and contributing key times for engagement and events.</li> </ol> <p>A full analysis on the information gathered will be distributed shortly.</p>	
<b>7</b>	<p><b>AOB</b></p> <p>SL provided further information regarding the HE CMP Review project and upcoming reporting requirements.</p>	

Minutes by Gillian Gibson, EAUC Project Administrator.