

## **CROSS PARTY GROUP (CPG) ON SCOTLAND'S COLLEGES AND UNIVERSITIES**

**13.00 – 13.15 on Wednesday 25 Oct 2018, Room TG.45, Scottish Parliament**

Topic: AGM business

### **Note of Meeting**

#### **Present:**

Ms Elizabeth Smith MSP	Scottish Parliament	CPG Convener
Mr Iain Gray MSP	Scottish Parliament	Deputy Convener
Mr Duncan McKay	Universities Scotland	
Mr Boab Thomson	Universities Scotland	

#### **1. Introduction and context of meeting**

Ms Smith thanked everyone for attending and invited Mr Thomson to set the context for today's meeting. Mr Thomson explained that because the meeting scheduled for Wednesday 25 October 2018 was due to clash with an education ministerial statement, this meant there would be no MSP representation at the meeting. Under Scottish Parliament rules, this would make the meeting unofficial. As this meeting also the AGM, where office-bearers were due to be re-elected, the group was therefore not reconstituted. He further explained that today's meeting was purely procedural, to conduct the AGM business in the presence of two MSPs. He then advised that the minutes of this meeting would then be circulated both to the Group and the Scottish Parliament.

#### **2. Re-election of office bearers**

Ms Smith declared her intention to seek re-election as Convener of the Group. Duncan McKay formally nominated Ms Smith and Iain Gray MSP seconded the nomination. Ms Smith formally nominated Mr Gray as Deputy Convener, with Mr McKay seconding the nomination. Both MSPs approved the re-election of Universities Scotland to provide the Secretariat function of the Group.

#### **3. Review of Annual Return Form**

The Convener explained that the Group had to submit an Annual Return Form (AR1) to the Scottish Parliament's Standards, Procedures and Public Appointments Committee. Ms Smith reviewed the form which was then approved by the Group. Ms Smith would then submit the form to Parliament.

**ENDS**