## Documentary Data

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| **Doc Ref** | **Document** | **Produced by** | **Year of publication** | **Intended Audience** | **Key Contents** | **Link** |
| 001 | Senior Management Group paper  | University – Senior Management Group | 2009 | SMG | Paper to Senior Management Group recommending the implementation of third party SRS software.Paper documents background and rationale for project, along with key anticipated benefits and responsibilities within the project.  | <https://www.whatdotheyknow.com/request/61508/response/157150/attach/3/Appendix%20A%20F0130074.pdf> Last accessed 10/05/17 |
| 002 | Student newspaper article | University student newspaper | 2011 | Students and staff | News article reporting staff feedback provided during course of Lessons Learned consultation.Provides evidence of frustration and anger felt towards system implementation. | <http://glasgowguardian.co.uk/2011/12/12/mycampus-staff-feedback/> Last accessed 10/05/17 |
| 003 | Student newspaper article | University student newspaper | 2011 | Students and staff | News report related to university Senate discussion of SRS implementation.Demonstrates University response to system problems. | <http://glasgowguardian.co.uk/2011/10/06/mycampus-senate-papers/> Last accessed 10/05/17 |
| 004 | Student newspaper article | University student newspaper | 2011 | Senate, staff, students and other stakeholders | Email sent to all members of Senate by academic department.Provides data related to staff views of SRS and their proposed actions for resolution of issues. | <https://drive.google.com/file/d/0By9YGHrUaIEkZjNlOWFkZGYtNDJlNC00Y2IyLWFhZDktZDk3ZWRiODI1MjY3/view?pli=1> Last accessed 10/05/17 |
| 005 | SRS Lessons Learned review - final report  | University | 2012 | Staff, students and other stakeholders | Final report outlining conclusions of Lessons Learned review panel.Review panel selected from across institution and carried out consultation exercise with ‘user community’ and another institution using the same software product.Report makes recommendations relating to further developments of both SRS and future software projects. | <http://glasgowguardian.co.uk/wp-content/uploads/sites/2/2012/02/MyCampus_Lessons_Learned_Review_finalreport.pdf?31607b> Last accessed 10/05/17 |
| 006 | University strategy | University | 2010 | “Primarily” staff and other stakeholders | Strategic priorities and targets over five years from 2010.Focus on key strategic activities for university defined. | <http://www.gla.ac.uk/media/media_176004_en.pdf><http://www.gla.ac.uk/media/media_180610_en.pdf> Last accessed 10/05/17 |
| 007 | Advising review report | University – Senate Office | 2008 | Staff and students | Report from the advising working group. Lays out key recommendations from review of undergraduate advising. | <http://www.gla.ac.uk/media/media_218222_en.pdf> Last accessed 10/05/17 |
| 008 | Research Strategy | University – Research Strategy and Innovation Office | 2013 | Staff, students and other stakeholders | Strategy document related to research activity.Details key strategic focus for research. | http://www.gla.ac.uk/media/media\_277942\_en.pdfLast accessed 25/08/15Link now broken; quoted data available from <http://www.gla.ac.uk/businessandinnovation/> Last accessed 10/05/17 |
| 009 | Data protection policy | University | 2016 | Staff, students and other stakeholders | General information related to records policy and management, records retention schedules and good practice in records-keeping. | <http://www.gla.ac.uk/services/dpfoioffice/rims/> Last accessed 10/05/17 |
| 010 | University press release  | University | 2009 | Staff, students and other stakeholders | University news article praising 2009 National Student Survey results. | <http://www.gla.ac.uk/news/archiveofnews/2009/august/headline_126959_en.html> Last accessed 10/05/17 |
| 011 | Enhancement-led Institutional Review Reflective Analysis  | University | 2013 | Staff, students and other stakeholders | Reflective analysis detailing period of change for the university.Review of changes in University over previous five years. Contains information related to SRS Benefits Realisation exercise. | http://www.gla.ac.uk/media/media\_298619\_en.pdf Last accessed 10/05/17 |
| 012 | Learning & Teaching Strategy | University | 2011 | Staff, students and other stakeholders | Strategy document related to academic quality enhancement.Focus on key learning and teaching activities. | <http://www.gla.ac.uk/services/senateoffice/policies/learningandteachingstrategy/> Last accessed 25/08/15<https://studylib.net/doc/7387573/learning-and-teaching-strategy>Last accessed 15/05/17 |
| 013 | Internationalisation Strategy | University | 2010 | Staff, students and other stakeholders | Strategy document related to raising university’s international profile. | <http://www.gla.ac.uk/about/internationalisation/internatatgla/internationalisationstrategy/> Last accessed 25/08/15<https://studylib.net/doc/5858093/internationalisation-strategy>Last accessed 15/05/17 |
| 014 | University press release | University | 2009 | Staff, students and other stakeholders | News article announcing appointment of new Principal with a focus on strategic leadership qualities. | <http://www.gla.ac.uk/news/archiveofnews/2009/october/headline_132274_en.html> Last accessed 10/05/17 |
| 015 | University Court Remit | University – Court Office | 2015 | Staff, students and other stakeholders | Remit and responsibilities of Court.Responsibility for the deployment of resources and for the strategic plans as well as oversight of University performance.  | <http://www.gla.ac.uk/services/courtoffice/universitycourtandcourtmeetings/> Last accessed 10/05/17 |
| 016 | University Senate Remit | University – Senate Office | 2015 | Staff, students and other stakeholders | Remit and responsibilities of Senate, the senior academic body of the University.Legal and constitutional responsibility for the academic activity of the University and student conduct. | <http://www.gla.ac.uk/services/senateoffice/senateandcommittees/> Last accessed 10/05/17 |
| 017 | General Council Committee Remit | University | 2015 | Staff, students and other stakeholders | Remit and responsibilities of General Council. Represents academics and alumni. | <http://www.gla.ac.uk/about/generalcouncil/gcbc/> Last accessed 10/05/17 |
| 018 | Who’s Who | University | 2015 | Staff, students and other stakeholders | List of senior positions and post-holders in the university. | <http://www.gla.ac.uk/about/facts/whoswho/> Last accessed 10/05/17 |
| 019 | Roles and Responsibilities  | University – Human Resources | 2010 | Staff | Roles and responsibilities within context of revised organisational structure. | <http://www.gla.ac.uk/media/media_321342_en.pdf> Last accessed 10/05/17 |
| 020 | Court meeting minutes | University – Court | 2010 | Staff, students and other stakeholders | Report to Court re redundancies and structural changes | <http://www.gla.ac.uk/media/media_178104_en.pdf> Last accessed 10/05/17 |
| 021 | Staff handbook | University – Human Resources | 2013 | Staff | Information and guidance for staff working at the university. | <http://www.gla.ac.uk/services/humanresources/handbook/online> Last accessed 10/05/17 |
| 022 | Information for current students | University | 2015 | Students & Guardians | Information provided for students on a range of academic and non-academic matters. | <http://www.gla.ac.uk/media/media_523797_en.pdf>Last accessed 10/05/17 |
| 023 | University Facts and Figures | University | 2015 | Staff, students, prospective applicants and other stakeholders | Key statistics and facts about University | <http://www.gla.ac.uk/about/facts/>Last accessed 10/05/17 |
| 024 | Academic Standards Report | University – Academic Standards Committee | 2015 | Staff | Staff and student feedback provided via annual monitoring process | <https://frontdoor.spa.gla.ac.uk/committees/senate/ASC/Minutes/minutes_2015-02-13.htm> Last accessed 10/05/17 |
| 025 | Annual monitoring process | University – Senate Office | 2015 | Staff | Guidance on the annual monitoring process used to monitor and enhance academic quality assurance.  | <http://www.gla.ac.uk/media/media_453751_en.pdf> Last accessed 10/05/17 |
| 026 | Court meeting minutes | University – Court | 2009 | Staff, students and other stakeholders | Report from Principal regarding organisational restructure and reasons for change. | <http://www.gla.ac.uk/media/media_141739_en.pdf>Last accessed 10/05/17 |
| 027 | Court meeting minutes | University – Court | 2011 | Staff, students and other stakeholders | Report from Principal regarding review of organisational restructure. | <http://www.gla.ac.uk/media/media_230655_en.pdf> Last accessed 10/05/17 |
| 028 | Undergraduate student advising policy | University – Senate Office | 2009 | Staff | Policy and guidelines related to undergraduate advising including the remit and roles of staff involved. | <http://www.gla.ac.uk/services/senateoffice/policies/studentsupport/undergraduatestudentadvisorysystem/> Last accessed 10/05/17 |
| 029 | Student attendance policy | University - Policy & Strategy Committee | 2009 | Staff & students | Roles and responsibilities of students and departments in regards to student attendance and absence and visa regulations. | <http://www.gla.ac.uk/services/senateoffice/policies/studentsupport/monitoringstudentattendance/#tabs=1> Last accessed 10/05/17 |
| 030 | Outcome agreement  | University | 2014 | Staff, students and other stakeholders | Sets out plans to enhance university’s performance related to public funding objectives and agreements. | <http://www.gla.ac.uk/media/media_329814_en.pdf> Last accessed 10/05/17 |
| 031 | Report to Senate | University - Court Office | 2011 | Senate, staff, students and other stakeholders | Report from chair of project board regarding implementation of SRS.Provides information relating to difficulties in implementation and actions proposed for resolution of ongoing problems. | <https://drive.google.com/file/d/0B-tTP6z1CRDxOWJkMTA1ZjktYjIwNy00MGJkLTllNGItMzk5NTY4MzU3ZmI1/view?pli=1> Last accessed 10/05/17 |
| 032 | Court minute of meeting  | University - Court | 2012 | Staff, students and other stakeholders | Update to Court on system hardware issues. | <http://www.gla.ac.uk/media/media_311949_en.pdf> Last accessed 10/05/17 |
| 033 | Management group minute of meeting  | University  | 2013 | Staff, students and other stakeholders | Update on issues experienced with timetabling interface. | <http://www.gla.ac.uk/media/media_295044_en.pdf> Last accessed 10/05/17 |
| 034 | Staff Survey results  | University – Human Resources | 2012 | Staff and other stakeholders | Presentation of Staff Survey results 2012.Highlight information only – does not contain full results of each question. Contains comparison to 2009 results. | <http://www.gla.ac.uk/services/humanresources/a-z/staffattitudesurveyresults2012/>Last accessed 10/05/17 |
| 035 | Staff Survey results | University – Human Resources | 2014 | Staff | Staff Survey results from 2014 – staff-only access available to full results. | <http://www.gla.ac.uk/staff/staffsurvey2014/>Last accessed 08/09/15 |
| 036 | Freedom of Information (FOI) response | University  | 2012 | Members of public via FOI request. | Response to FOI request requesting details of numbers of support calls related to SRS, their status and cost. | <https://www.whatdotheyknow.com/request/97100/response/244168/attach/html/2/Response%20F0189640.pdf.html> Last accessed 10/05/17 |
| 037 | Performance review process | University – Human Resources | 2015 | Staff | Information for staff related to performance review process. Provides details of roles and responsibilities and purpose of review. | <http://www.gla.ac.uk/services/humanresources/all/pay/pdr/pdrprocess/> Last accessed 10/05/17 |
| 038 | Financial statements | University – Finance | 2014 | Staff, students and other stakeholders | Financial statements for the university detailing financial performance of institution. | <http://www.gla.ac.uk/services/finance/financialstatements/> Last accessed 10/05/17 |
| 039 | National Student Survey | Times Higher Education | 2014 | Members of the public and university stakeholders | News article related to NSS results 2014.  | <https://www.timeshighereducation.co.uk/news/national-student-survey-2014-results-show-record-levels-of-satisfaction/2015108.article> Last accessed 10/05/17 |
| 040 | Research Excellence Framework (REF) | Higher Education Funding Council for England, Scottish Funding Council, Higher Education Funding Council for Wales, Department for Employment and Learning  | 2014 | Members of the public and university stakeholders | Provides data and results of latest REF exercise.Background to REF and purpose of framework is detailed. | <http://www.ref.ac.uk/> Last accessed 10/05/17 |
| 041 | HESA – Graduate Destinations | Higher Education Statistics Agency | 2015 | Members of the public | Information related to the Destination of Leavers from Higher Education (DHLE) survey, its questions and analysis. | <https://www.hesa.ac.uk/data-and-analysis/students/destinations> Last accessed 10/05/17 |