

James Watson  
[request-17@xx]

31 August 2009

Our Ref: FOI 2009/144 – F0068736

Dear Mr Watson,

**Re: Freedom of Information (Scotland) Act 2002 – Request for Information**

Thank you for your email which was received by the University on 26 August 2009 timed 12:15 hours, requesting the following:

**Could you please send me:**

**1. A copy of the 'Business Case for Review of Student Administrative Processes' that was submitted to the University SMG meeting of 26/6/2007. This was mentioned on page 2 of the "Student Lifecycle Project SMG Paper 17 March 2009" see:**

**<http://www.whatdotheyknow.com/request/12856/response/32986/attach/3/Appendix%20A.pdf>**

**2. Minutes of the University SMG meeting of 26/06/2007.**

**3. Minutes of the University SMG Meeting of 17/03/2009.**

As the University of Glasgow is a Scottish Public Authority, your request is subject to the terms of the Freedom of Information (Scotland) Act 2002 ("FOISA"). The University acknowledges receipt of your request and confirms a response will be sent to you promptly; and in any event not later than 23 September 2009. The Freedom of Information Office will contact you if we require any further information.

Yours sincerely,

Data Protection and Freedom of Information Office



The information that you supplied with your Request for information will be entered into a filing system and will only be accessed by authorised persons of the University of Glasgow or its agents. The information will be retained by the University and will only be used for the purpose of (a) processing your Request for information, and (b) for statistical and audit purposes. By supplying such information you consent to the University storing the information for the stated purpose. The information is held by the University in accordance with the provisions of the Data Protection Act 1998.