



Douglas Ross MSP
Convener, Education, Children and Young People Committee
Scottish Parliament
Edinburgh
EH99 1SP

13 November 2025

Dear Mr Ross,

Following the University of Dundee's recent appearance at the Education, Children and Young People Committee, I am writing to you to fulfil your requests for further information.

Transparency of minutes and use of reserved business

I have spoken to the Acting Chair of Court regarding the transparency of our published minutes and the use of reserved business. We appreciate your raising of this issue and we will undertake a review our practices to see if there are any opportunities to increase our transparency where it does not prejudice any commercial discussions.

Full Time Equivalent (FTE) and headcount from end July 2024 to end October 2025

When appearing at the Committee, I answered a question from Jackie Dunbar regarding the reduction of staff numbers. I stated that the net headcount reduction since the start of the University's crisis until the end of September 2025 was 275 but also that we knew that the number would rise when all colleagues who had accepted Voluntary Severance packages exited the University.

I can now provide updated numbers on staffing numbers up to the end of October 2025.

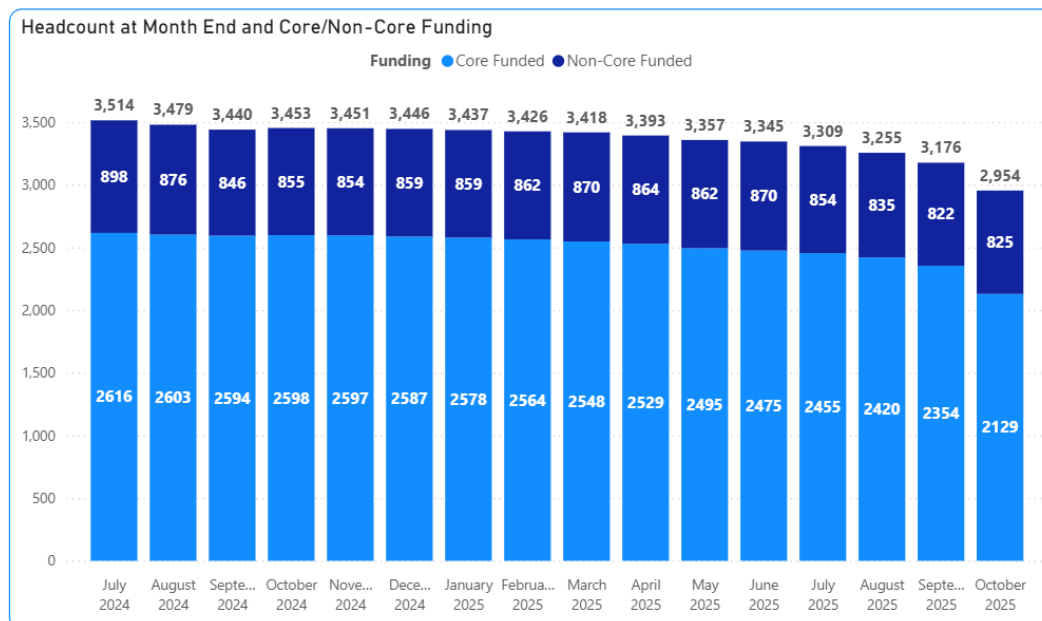
As Ms Chapman asked a question that referenced staff numbers in August 2024, I thought it would be useful to include also figures from then onwards.

The following charts have been extracted from the University's staffing database.

The data includes both core funded (i.e. wholly institutionally financed) and non-core funded (i.e. directly externally funded) salaried staff only.

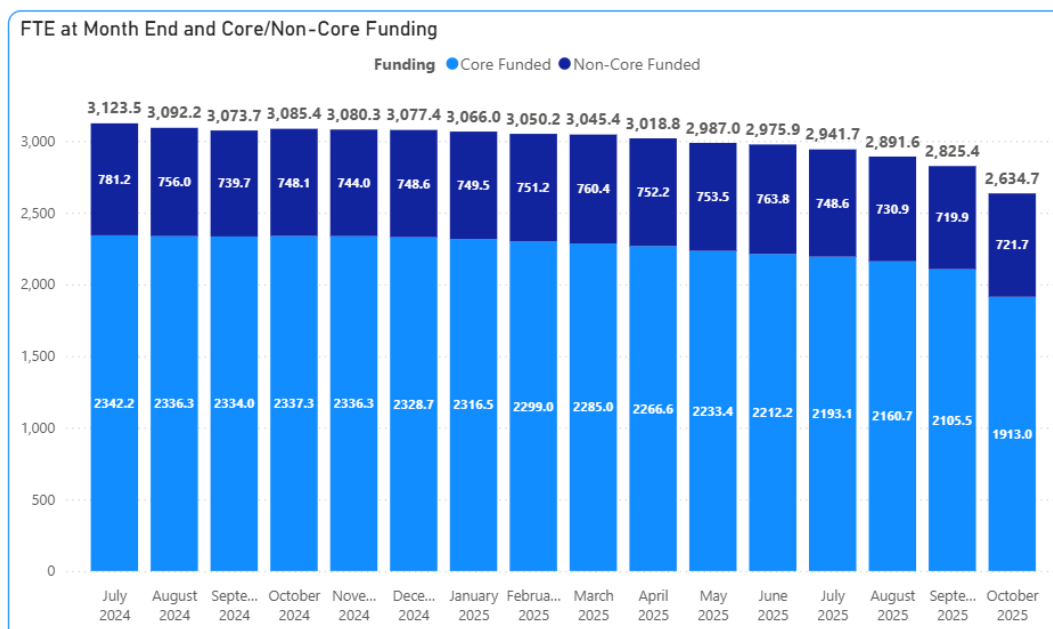


1. Headcount as at end of month 31 July 2024 to 31 October 2025.



Headcount of staff has fallen from 3,514 at end of July 2024 to 2,954 at end of October 2025, a drop of 560. The reduction in core funded headcount is 487 from 2,616 to 2,129. The largest drops have occurred in September and October 2025 (301 in total), predominately related to the Voluntary Severance (VS) Scheme.

2. FTE as at end of month 31 July 2024 to 31 October 2025.



FTE of staff has fallen from 3,123.5 at end of July 2024 to 2,634.7 at end of October 2025, a drop of 488.8. The reduction in core funded FTE is 429.2 from 2,342.2 to 1,913. The largest drops have occurred in September and October (256.9 FTE in total).



The changes in both headcount and FTE represent the net effect of a number of factors – VS, retirements, non-VS leavers and terminations as well as contractual and funding changes.

It is important to note that we are not currently focusing on a specific target for reduction in workforce. When we come to that point we will take into account the progress already made and the full context of the financial situation of the University at that time.

Question regarding use of Equality Impact Assessments

Equality Impact Assessment (EIA) is an evidence-based process that the University uses to consider the impacts (likely or actual, and both positive and negative) of key decisions about our university and its activities that affect our people. The EIA process is iterative and is conducted in stages and at key points of every major change process. We are happy to share the EIAs with the committee.

Request from committee to see management accounts

As noted above, we are committed to being as transparent as possible and would be happy to supply our Period Three management accounts to the committee members after they have gone through the appropriate governance processes and have been seen by our University Court in December. Court members currently receive management accounts seven days in advance of Court meetings as they are included within the Finance Director Report which is a standing item on Court agendas. We also share financial data with our Local Joint Committee on a quarterly basis.

Meeting dates for Finance & Policy and Audit & Risk committees

Currently planned up to end of March:

- Audit and Risk: 18 November; 16 December; 14 January; 10 March
- Finance and Policy: 20 January; 24 March

Student recruitment data

Our overall picture is broadly positive despite the challenging year. I said to the committee that we have an increase in the number of Scottish students but would like to qualify this as relating to uncontrolled places. Further information on controlled and uncontrolled subjects is noted below.



Undergraduate	Sep 24 Matric	Sep 25 Matric	% Change from Sep 24
Controlled*	905	834	-7.8%
Home Scot	829	721	-13.0%
Rest of the UK	51	77	51.0%
Overseas	25	36	44.0%
Uncontrolled	1749	1890	8.1%
Home Scot	1414	1514	7.1%
Rest of the UK	99	103	4.0%
Overseas (incl. Partner*)	236	273	15.7%

* Students enter

Dundee in year 3 or 4

Undergraduate	Sep 24 Matric	Sep 25 Matric	% Change from Sep 24
Total	2654	2724	2.6%
Home Scot	2243	2235	-0.4%
Rest of the UK	150	180	20.0%
Overseas (incl. Partner*)	261	309	18.4%

* Students enter

Dundee in year 3 or 4

Postgraduate Taught	Sep 24 Matric	Sep 25 Matric	% Change from Sep 24
Total	845	795	-5.9%
Home Scot	265	253	-4.5%
Rest of the UK	25	34	36.0%
Overseas (incl. Partner)	555	508	-8.5%

Postgraduate Research	Sep 24 Matric	Sep 25 Matric	% Change from Sep 24
Total	129	138	7.0%
Home Scot	55	64	16.4%
Rest of the UK	27	22	-18.5%
Overseas	47	52	10.6%



All categories (UD, PGT, PGR)	Sep 24 Matric	Sep 25 Matric	% Change from Sep 24
Total	3628	3657	0.79%
Home Scot	2563	2552	-4.3%
Rest of the UK	202	236	16.93%
Overseas (incl. Partner)	863	869	0.69%

*Controlled subjects are specific degree programs where places are allocated by the Scottish Funding Council (SFC) following workforce planning targets set by the Scottish Government. The primary controlled subjects of relevance to the University of Dundee are:

- Medicine
- Dentistry
- Nursing
- Teacher Education

Data shows all capped places being filled with the exception of Nursing and Teacher Education (down 11.8% and 17.9% respectively), which reflects recruitment challenges across the wider sector.

Role of trade unions in creation of University's fair work statement

The fair work statement was drafted by our People Directorate and shared with trade unions at the policy review group. Their comments and changes were taken on board and the final version is scheduled for approval at LJC on 24 November.

Yours sincerely,

Professor Nigel Seaton

Interim Principal and Vice-Chancellor