



University Executive Board

Minutes of the meeting of 7 April 2021

Attending Professor Andrew Long (DVC and Chair), Professor John Atherton (FPVC Medicine and Health Sciences), Dr Paul Greatrix (Registrar), Professor Jeremy Gregory (FPVC Arts), David Hill (CDO), Professor Sam Kingman (FPVC Engineering), Professor Todd Landman (FPVC Social Sciences), Professor Nick Miles (Provost UNNC), Professor Robert Mokaya (PVC GE), Professor Sarah Sharples (PVC EDI), Sarah Speight (PVC ESE)

Attending Rowena Hall (Secretary), Professor Zoe Wilson (Interim FPVC Science), Katy Edwards (Senior Project Management Advisor) for minute 21.47, Emma Szembek (Deputy Director of Student Recruitment (Widening Participation and Outreach)) for minute 21.48

Apologies Professor Shearer West (Vice-Chancellor), Professor Dame Jessica Corner (PVC RKE), Margaret Monckton (CFO), Jaspal Kaur (Director of Human Resources)

21.45 Welcome, Apologies, Quoracy and Declarations of Interest

- .1 Professor Zoe Wilson was welcomed to the meeting. Professor Wilson would shortly assume the role of FPVC Science.
- .2 The Secretary confirmed that the meeting was quorate and no declarations of interest had been made.

21.46 Chair's Business

- .1 A government announcement on the further return of students to face-to-face teaching was still awaited. Lobbying to allow a further return would continue.
- .2 Plans were being developed to offer a programme of extra-curricular student activities for those students who had returned to the University.
- .3 It was NOTED that the phased return of student on practical courses which began on March 8 was still underway. A number of important field trips were scheduled to take place within the parameters of the current lockdown restrictions.

21.47 Education and Student Experience Strategic Delivery Plan (ESE SDP)

- .1 UEB RECEIVED a paper (UEB/21/49) from the PVC ESE.
- .2 UEB NOTED the overall approach and consultation activities undertaken as part of the development of the ESE SDP, which were designed to ensure that the plan was a collective and collaborative endeavour in which staff across the University could share collective ownership. Collaboration had also included colleagues directly involved in the development of other strategic delivery plans.
- .3 The PVC ESE highlighted the two key relationships that informed the ESE SDP: the relationship between Education and Student Experience, and relationship between the ESE SDP and Research SDP. Attention was drawn to the foundational and ambition priorities.



- .4 It was NOTED that following approval by UEB, the SDP would be published alongside a blog by the PVC ESE and a photo montage of the contributors to its development, and work would begin to develop the skeleton ESE SDP Action Plan.
- .5 The Action Plan would not only capture actions governed through the Education and Student Experience Committee but also relevant actions that would be governed through enabling strategic delivery plans.
- .6 The framework of the ESE SDP had been designed to enable the three campuses to move at slightly different paces and separate campus plans would flow from the Action Plan.
- .7 It was suggested that, in addition to references in the planned blog, the link with the People Strategy should be strengthened in the ESE SDP.
- .8 It was NOTED that the institutional level KPIs on Education and Student Experience for inclusion in the Performance Framework were being finalised, but the ESE SDP and Action Plan would include additional KPIs and milestones.
- .9 Comments for consideration in the preparation of the Action Plan included:
 - .1 ensuring that stated plans to co-create curricula could be put into practice
 - .2 having an awareness of the commitments made in other strategic delivery plans to using student transition and onboarding to manage particular challenges and deliver outcomes.
 - .3 developing an approach to the management of large core modules.
- .10 Following detailed discussion, and subject to the comments and feedback provided, UEB APPROVED the ESE SDP.

	ACTION	OWNER	DUE
.11	Any further comments to be provided directly to the PVC ESE	UEB members	9 April

21.48 Access and Participation Plan 2019-20 Monitoring Return

- .1 UEB RECEIVED the paper (UEB/21/48) from the PVC ESE, which was presented by the Deputy Director of Student Recruitment (Widening Participation and Outreach).
- .2 It was REPORTED that the University was required to make a statutory return in connection with its 2019-20 Access and Participation Plan (APP) targets. It was NOTED that the targets were interim and the University’s focus had shifted to the five year 2020-25 APP following its approval. It was further NOTED that a number of the 2019-20 interim targets had been discontinued.
- .3 Progress against the targets and milestones was highlighted and included targets that had been missed or progress limited. The University was able to include a narrative around the targets and the impact of COVID-19 which would form an Impact Report to be published by the OfS. There was also an opportunity to comment on the impact of COVID-19 on the 2020-25 targets.
- .4 The University’s enhanced monitoring requirements were also addressed in the monitoring return.



- .5 UEB APPROVED the monitoring return for submission to the OfS and NOTED that it would be signed by the Vice-Chancellor as accountable officer on behalf of Council.

	ACTION	OWNER	DUE
.6	To provide any further comments on the APP.	UEB members	9 April

21.49 Any Other Business

- .1 The Registrar REPORTED that the hybrid working model was due for publication imminently.