



## University Executive Board

### Minutes of the meeting of 20 July 2021

**Attending**

Professor Shearer West (Vice-Chancellor), Professor John Atherton (FPVC Medicine and Health Sciences), Dr Paul Greatrix (Registrar), Professor Jeremy Gregory (FPVC Arts), Jaspal Kaur (Director of Human Resources), Professor Sam Kingman (FPVC Engineering), Professor Todd Landman (FPVC Social Sciences), Professor Andrew Long (DVC), Professor Nick Miles (Provost UNNC), Professor Robert Mokaya (PVC GE), Professor Sarah Speight (PVC ESE), Professor Zoe Wilson (FPVC Science)

**Attending**

Rowena Hall (Secretary), Laura Clayton (Director of Planning, Performance and Strategic Change)

**Apologies**

Professor Dame Jessica Corner (PVC RKE), David Hill (CDO), Professor Sarah Metcalfe, Margaret Monckton (CFO), Professor Sarah Sharples (PVC EDI)

#### 21.96 Welcome, Apologies, Quoracy and Declarations of Interest

- .1 The Secretary confirmed that the meeting was quorate.
- .2 There were no declarations of interest.

#### 21.97 Performance and Ambition Task and Finish Group

- .1 UEB RECEIVED the paper (UEB/21/92) from the Deputy Vice-Chancellor which set out the rationale and structure for the establishment of a Performance and Ambition Task and Finish Group, which would focus on improving University performance.
- .2 The group would work using varying methods to understand the issues affecting the strategic areas of education, research, people and sustainability at multiple layers of academic management and levels of performance. It would develop a prioritised action plan for UEB members to own and would report quarterly. It would also help identify key areas for focus as part of the business planning round.
- .3 It was anticipated that the group would meet fortnightly, but that would depend largely on whether the required analysis and actions could be performed between meeting dates.
- .4 To ensure diversity of thought in the membership of the group, the APVC option as proposed in the paper was preferred, and it was suggested that an early career researcher should be included. To introduce further diversity, the group would seek views from outside the group when developing the questions on which its activity would be focused.
- .5 The methodology used to establish and operate the group, and which had previously been used successfully by the Financial Planning and Size and Shape task and finish groups would be shared with UNNC.



- .6 It was considered that the Performance Framework and business planning process would ensure that accountability for the delivery of KPIs was part of business-as-usual activity.
- .7 UEB AGREED the established of the Performance and Ambition Task and Finish Group as set out in the paper subject to the minor alterations in memberships suggested.

	<b>ACTIONS</b>	<b>OWNER</b>	<b>DUE</b>
.8	To schedule quarterly supporting to UEB from the Performance and Ambition Task and Finish Group	Secretary	9 August 2021
.9	To share the methodology used by the Performance and Ambition Task and Finish Group with UNNC	Deputy Vice-Chancellor	31 August 2021

**21.98 Roundtable Discussion**

- .1 Preparations continued for the start of session 2021/2022 and included work on the online exams policy, and a review of the semester one timetable to ascertain whether there was additional capacity that could be built in for those Schools where face-to-face delivery needed to be increased.
- .2 The University would engage with an Office for Students consultation on quality and standards which had been published in the last week.
- .3 An FPVC reported that a number of staff from a particular School remained overseas and had, despite requests, refused to the return to the UK. They had indicated that they would continue to deliver their teaching obligations from their current location. The Director of Human Resources confirmed that there were similar experiences across the sector. In some cases at the University, agreements had been made directly between staff and Heads of School in contradiction to contractual requirements. Each case would be resolved individually and there was an option to commission work specialists to support Heads of School to ensure that similar circumstances were not encountered again.
- .4 Communications to staff on the level 7 pay banding changes were being sent throughout the course of the week.
- .5 The handover from the interim Provost of UNM to Professor Metcalfe had been completed and her formal appointment would take effect on 1 August. The Malaysian Prime Minister had announced the COVID restrictions would come to an end in Malaysia on 1 September.
- .6 It was confirmed that feedback on marks processing and the exam boards process would begin to be collected in a more systematic way. This would allow priority actions to be identified and with the responses to issues published. The Deputy Registrar would lead the work in his role overseeing the Education Administration Continuous Improvement Team.
- .7 Details of the University’s allocation of funding as part of the Turing scheme had been announced. It remained to seen how much student mobility would be possible during 2021/22.
- .8 Lobbying continued to increase the capacity of managed quarantine facilities at a national level in readiness for the arrival of international students in September.