



**University of  
Nottingham**

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## University Executive Board

### Minutes of the meeting of 2 July 2018

#### Attending

Professor Shearer West (Chair), Professor John Atherton, Professor Dame Jessica Corner, Dr Paul Greatrix, Professor Jeremy Gregory, Professor Andrew Long, Jaspal Kaur, Professor Todd Landman, Professor Nick Miles OBE, Professor Kevin Shakesheff, Breda Walls, Rowena Hall (Secretary)

#### Apologies

David Hill, Professor Graham Kendall, Kerry Law, Margaret Monckton, Professor Sarah O'Hara, Professor Chris Rudd

#### Attending

Professor Sarah Hall and Professor Sarah Sharples (observing), Alan Holey, Adam Pratchett, Cassie O'Boyle, Laura Bealin-Kelly and Sarah Gosling for minute 163, Haf Merrifield for minute 164 and Jo Clewes for minute 167.

## **PART I**

### **17.160 Minutes of the meeting held on Monday 4 June 2018**

The minutes of the meeting of Monday 4 June 2018 were agreed as a true and accurate record.

### **17.161 Chair's Business**

- .1 The Vice-Chancellor had circulated an update to UEB members prior to the meeting.
- .2 It was reported that the CFO, CMCO and CDO were on an evidence gathering visit to a number of Australian universities to look at digital innovation. The findings would be presented to the UEB Away Day in October.
- .3 It was confirmed that Professor Sam Kingman had been recruited to the role of Faculty Pro-Vice-Chancellor for Engineering and would come into post on 1 August 2018. The interviews for the Pro-Vice-Chancellor, Equality, Diversity and Inclusion would take place on 6 July 2018.
- .4 The Vice-Chancellor referred to an article published in the Financial Times concerning UNNC and confirmed that the Director of Communications and Advocacy had prepared a statement in response to the article which would be circulated to UEB members.
- .5 The Vice-Chancellor provided an overview of the current status of Project Transform as provided by the project assurance team at KPMG. The Project had made good progress and all major issues were being worked through which would result in implementation of the system. However, the current risk assessment suggested that not all gateway reviews would be passed successfully and therefore the proposed go-live on 27 July was not felt by KPMG to be likely to go ahead.

	<b>ACTION</b>	<b>OWNER</b>
.6	To circulate the Director of Communications and Advocacy's statement to UEB members	Director of Communications and Advocacy

**17.162 Strengthening and Integrating Governance and Compliance**

UEB RECEIVED paper UEB/17/185 presented by the Registrar

UEB NOTED the need to strengthen governance and compliance mechanisms in order to meet the challenge of an increasingly more complex legal and regulatory environment .

UEB AGREED the creation of the post of Director of Governance and Compliance and the initial proposed grouping of functions outlined in the proposal. UEB NOTED that work continue to scope the role would continue and AGREED that additional areas including those listed in the paper should also be considered for inclusion in the remit of the role.

	<b>ACTION:</b>	<b>OWNER:</b>
.1	The Registrar would continue to lead the development of the new unit and role and consider the inclusion of additional areas within its remit and circulate an updated plan to UEB before moving ahead with implementation.	Registrar

**17.163 Students' Union Strategy 2018-2023**

UEB RECEIVED paper UEB/17/190 and a presentation from the Students' Union delivered by Alan Holey (Students' Union President), Cassie O'Boyle (Education Officer), Adam Pratchett (Sports Officer), Laura Bealin-Kelly (Equal Opportunities and Welfare Officer).

UEB were provided with an overview of the development process for the Students' Union Strategy 2018-2023 including details of consultation, feedback and its review by Students' Union staff and the Students' Union Trustee Board.

UEB NOTED the four main themes of the strategy: Student Life, Student Skills, Student Wellbeing and Student Influence, the enabling themes, the proposed scope of each of the themes and that priorities for activity would be set over the six months working closely with the new CEO of the Students' Union.

UEB CONFIRMED that student wellbeing was also a big priority for the University with a lot of activity already ongoing. UEB NOTED that there would be significant benefits in ensuring that activity was more joined up across the board and with the activity undertaken by the Students' Union. It was the aspiration of both the University and the Students' Union to move toward away from a deficit model to a preventative model for wellbeing issues and ensure that this activities were embedded across the interactions that students have whilst at University.

The Education Officer confirmed that handover to the new Students' Unions Officers had begun and that they would be fully briefed on the development process of the Strategy and the vision behind it.

UEB NOTED the Students' Union Strategy 2018-2023 and thanked the Students' Union Officers for their presentation and the significant work they had undertaken in developing the strategy.

**17.164 Implementation of the Organisation Effectiveness (Student Support) Review**

UEB RECEIVED paper UEB/17/184 presented by the Registrar and the Strategic Change Director.

UEB NOTED the differing levels of engagement with the report following its publication and the good progress made with many of the potential solutions identified by the review. UEB further NOTED that progress of some of the solutions was dependent on system functionality and/or implementation.

UEB welcomed reports of improved staff morale within Student Services and the transformation in collaborative working between Student Services and Faculties.

UEB AGREED that an update on progress should be provided to staff before the end of the academic year.

	<b>ACTION:</b>	<b>OWNER:</b>
.1	That the Strategic Change Director would make arrangements for an update on progress to be provided to staff.	Strategic Change Director

**17.165 Research Information System (RIS): Programme Update and Decision**

UEB RECEIVED paper UEB/17/188 presented by the FPVC, Science.

UEB NOTED the progress in the five work packages and the challenges that had been faced by the project having been designated within Information Services as the second highest priority after Project Transform.

UEB NOTED that the Programme Board had still not received confirmation as to whether the architecture of the RIS system would allow super-user rights to be attributed by geography therefore, a decision about whether or how to implement the system across all three campuses would return to UEB in September.

**17.166 Financial Performance Update**

UEB RECEIVED and NOTED paper UEB/17/186 sponsored by the CFO

**17.167 Internal Audit Tracking**

UEB RECEIVED paper UEB/17/183 presented by the Interim Deputy Director of Internal Audit.

UEB NOTED that 11 actions had been closed in the last month of which five had been overdue.

The Vice-Chancellor reminded UEB members of the importance of continuing to prioritise the closure of audit actions in a timely manner.

**17.168 Any Other Business**

.1 The PVC RKE provided updates on research funding applications.

.2 The Vice-Chancellor provided details of a joint UEB and Council governance session to take place later that afternoon.

**17.169 Circulated Items**

UEB RECEIVED paper UEB/17/189 from the Secretary. UEB NOTED the outcomes of the circulated papers and comments received.