



**University of
Nottingham**

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University Executive Board

Minutes of the meeting of 1 October 2018

Attending

Professor Shearer West (Vice-Chancellor and Chair), Professor John Atherton (FPVC, Medicine and Health Sciences), Dr Paul Greatrix (Registrar), Professor Jeremy Gregory (FPVC, Arts), David Hill (CDO), Kerry Law (CMCO), Professor Andrew Long (DVC), Jaspal Kaur (Director of Human Resources), Professor Sam Kingman (FPVC, Engineering), Professor Todd Landman (FPVC, Social Sciences), Margaret Monckton (CFO), Professor Sarah O'Hara (PVC, ESE), Professor Kevin Shakesheff (FPVC, Science), Professor Sarah Sharples (PVC, EDI)

Apologies

Professor Dame Jessica Corner (PVC, RKE), Professor Graham Kendall (Provost UNMC), Professor Chris Rudd (Provost UNNC)

Attending

Rowena Hall (Secretary), Professor Joanne Lymn

18.13 Minutes of the meeting held on Monday 11 September 2018

The minutes of the meeting of Monday 11 September of 2018 were agreed as a true and accurate record.

UEB members were reminded to send updates on the UEB Action Log to the Governance Team.

18.14 Matters Arising from the Minutes

18.09.15 UEB NOTED that a paper would not be circulated to UEB this year but rather would be brought to UEB before the start of the 2019/20 session.

18.15 Chair's Business

.1 The Vice-Chancellor had circulated an update to UEB members prior to the meeting.

18.16 Vision for Wellbeing

.1 UEB RECEIVED and NOTED paper UEB/18/3 presented by the Vice-Chancellor.

.2 UEB discussed the importance of a vision for staff wellbeing. There was a breadth of activity already taking place but the absence of a coherent programme. UEB considered potential discrete activities which might formulate part of a vision for wellbeing.

- .3 UEB AGREED that:
- a staff wellbeing vision should be communicated to staff to coincide with the wellbeing week and the opening of the Cripps Health Centre.
 - the People and Human Resources Committee was the appropriate group to develop strategy in the area of staff wellbeing. Any work currently being undertaken by the Health and Safety Committee should be transferred to it.
 - the People and Human Resources Committee would work to develop a staff wellbeing framework. As part of that process, the Committee would draw on the existing student wellbeing framework to understand and clarify the areas of commonality and overlap.
 - the Registrar and the Director of Human Resources would consider the role of the Campus Life Director and its applicability to staff wellbeing activities.
 - following the development of the framework, UEB would be in a position to understand whether the correct level of resources were in the right places to deliver the vision.

| | ACTION | OWNER | DUE |
|----|--|--|------------------|
| .4 | To develop a staff wellbeing framework | Director of Human Resources/People and Human Resources Committee | 31 December 2018 |
| .5 | To consider the role of Campus Life Director and its applicability to staff wellbeing activities | Registrar and the Director of Human Resources | 31 December 2018 |

18.17 Horizon Scan – Staff and Student Mental Health

UEB RECEIVED and NOTED paper UEB/18/15 presented by the FPVC, Arts and the Director of Human Resources. Preparatory activities had been circulated for UEB members to complete including pre-reading which focussed on staff and student mental health in the HE sector.

- .1 UEB members reviewed statistical information including the cost of poor staff mental health to UK employers and discussed a number of points including the roll out of the mental health first aider role, the role of personal tutors and the potential opportunities to improve the mental health of students and staff.
- .2 UEB AGREED that a task and finish group should be convened by the Director of Human Resources to consider the opportunities available to improve the mental health of staff primarily, but also students, drawing on the considerable work already undertaken and planned on student mental health, and to make recommendations to feed into the student and staff wellbeing frameworks. UEB also AGREED that the Campus Life Director should be a member of the group.

| | ACTION | OWNER | DUE |
|----|--|-----------------------------|------------------|
| .3 | To convene a task and finish group to consider opportunities to improve the mental health of staff and students and report recommendations to the People and Human Resources Committee and Campus Life Director. | Director of Human Resources | 31 December 2018 |

18.18 Pensions Strategy

UEB RECEIVED and NOTED paper UEB/18/16 presented by the CFO.

- .1 UEB NOTED that the proposed Pensions Strategy was developed to provide a framework for making future decisions regarding the University's pension provision. UEB further NOTED that the draft strategy had been reviewed in the first instance by the Pensions Board, who had recommended a number of additions to the strategy which were currently under development, including a section on employee communication and the University's approach to socially responsible investment with regard to pension funds.
- .2 UEB RECOMMENDED that the Pensions Strategy should be developed to highlight the differences between the University's ability to make decisions in respect of the CPAS and CRSP schemes and the USS scheme.
- .3 UEB AGREED that, following inclusion of its recommendation and of the amendments suggested by the Pensions Board, the Pension Strategy should be circulated to UEB for approval following which it would be circulated to Finance Committee for note.

| | ACTION | OWNER | DUE |
|----|--|--------------|------------------|
| .4 | To circulate the revised Pensions Strategy to UEB for approval prior to its circulation to Finance Committee for note. | CFO | 31 November 2018 |

18.19 School of Medicine Research Review Report

UEB RECEIVED paper UEB/18/14 presented by the FPVC, Medicine and Health Sciences.

- .1 UEB NOTED the significant findings of the Review Report including that:
 - the School's ambitions were not felt to be high enough.
 - there was an element of silo-ed thinking within the Divisions which had led to less collaboration than in other similar institutions.
 - the organisational split of the Division was somewhat dated being organised along the line of clinical specialties rather than functional research themes.
 - the School lacked a meaningful written research strategy.
- .2 UEB NOTED the paper and APPROVED the 20 recommendations made in Section 2.

18.20 Circulated Items

UEB RECEIVED paper UEB/18/12 from the Secretary. UEB NOTED the outcomes of the circulated papers and comments received.

18.21 Roundtable

The following items were reported by UEB members:

- .1 The first phase of the modular accommodation development would be handed over at the end of the week with students moving in at the weekend. The proposed completion date for the second phase had slipped to 14 November. The development would be known as Beeston Hall. The rooms in the former Cripps Health Centre

would be available by 17 October. A plan for an investigation into the accommodation issues was being scoped by the Registrar and the Campus Life Director.

- .2 External Relations were preparing a response to the OfS consultation on accessibility and participation plans, which was due on 12 October. A draft would be circulated to UEB members for comment this week.
- .3 Campus Solutions was due to go live on 21 December.
- .4 A tender process was on ongoing to identify an IT partner to help move the digital strategy forward after the go live date.
- .5 Professor Chris Tuck had been appointed as the AVPC for Research and Knowledge Exchange in the Faculty of Engineering and Professor Pat Wheeler had been appointed as Director of the Global IAT.
- .6 Recruitment for the new Chair of Council and external Council members was progressing well. The process for identifying a new Chancellor of the University continued.
- .7 Welcome events for new staff were held regularly throughout the year, at which it had become customary for the introductory session to be delivered by a PVC. Feedback from attendees showed that this aspect of the event was very warmly received. PVCs were asked, where possible, to try and accommodate these events in their diaries.
- .8 UEB AGREED that the current practice of holding UEB meetings in different locations across campuses should continue and that where possible these meetings should also incorporate the opportunity for staff in those locations to engage with UEB.

| | ACTION: | OWNER: | DUE |
|----|---|---------------|------------|
| .9 | To develop a programme of staff engagement opportunities attached to UEB meetings | Secretary | Ongoing |