



Minutes

UEB/17/50

University Executive Board

Minutes of the Meeting of Monday 13th November 2017

Attending	Professor Shearer West (Chair), Professor John Atherton, Professor Dame Jessica Corner, Dr Paul Greatrix, Professor Jeremy Gregory, Ms Rowena Hall (Secretary), Mr David Hill, Mr Chris Jagger, Mrs Jaspal Kaur, Professor Todd Landman, Mrs Kerry Law, Professor Andrew Long, Professor Nick Miles OBE, Mrs Margaret Monckton, Professor Sarah O'Hara, Professor Chris Rudd, Professor Kevin Shakesheff, Ms Breda Walls
Apologies	Professor Graham Kendall
Attending	Dr Eleanor Sibley (for item minuted as 17.43) Ms Caroline Williams (for item minuted as 17.54) Mr Andy Winter (for item minuted as 17.55)

PART I

17.40 Minutes of the meeting held on Monday 2 October 2017

The minutes of the meeting held on Monday 2 October 2017 (UEB/17/27) were confirmed as a true record.

17.41 Matters arising from the minutes

There were no matters arising.

17.42 Enterprise Risk Management: 2017-18 priority risks

UEB RECEIVED the paper (UEB/17/28) from the CFO.

UEB NOTED the risk summaries had been prepared following a risk workshop held in June 2017 and the consideration of the risk priorities by UEB in September 2017. UEB AGREED that the risks and scores for some of the risks represented were too high. UEB AGREED that an additional risk should be included on the Risk Register concerning the University's international activities and consideration should be given to Tri-Campus operations in other risks as appropriate.

ACTIONS:

- .1 The Head of Risk and Information Management would review the risks and scores, in particular for the Teaching, Research and Organisation Risks
- .2 The Head of Risk and Information Management would include an additional risk on the Risk Register to capture the risks associated with the University's international activities and ensure that the Governance and Reputation risks reflect the University's Tri-Campus operations.
- .3 The Head of Risk and Information Management would present the risk summary table by theme.
- .4 The Vice-Chancellor would determine who should own the organisation risk until the appointment of a DVC.
- .5 The CFO would lead on a review of localised risk registers across the University.
- .6 The Secretary would include risk alignment on the UEB paper cover sheet.

17.43 School of Life Sciences Review Implementation – 12 months on

UEB RECEIVED the paper (UEB/17/30) from the FPVC, Faculty of Medicine and Health Sciences

UEB NOTED that it had supported the implementation of the recommendations of the strategic review of the School of Life Sciences in 2016 and that some of the recommendations had already been implemented. UEB further NOTED that the School of Life Sciences had received funding from the research strategy budget in respect of the implementation of some of the recommendations. UEB AGREED that the implementation of the remaining recommendations should go ahead and any costs associated should be funded from within the School's existing budget.

ACTION:

- .1 The FPVC, Faculty of Medicine and Health Sciences would continue with the implementation of the recommendation of the School of Life Sciences' Review.

17.44 International Campus Governance

UEB RECEIVED the paper (UEB/17/32) from the Vice-Chancellor.

UEB NOTED there were a number of areas that required development including Council oversight of UNNC and UNMC and the quality assurance framework. UEB AGREED that the priority areas for development should be identified and proposals for action should be worked up and provided to UEB for consideration at a future meeting.

ACTION:

- .1 The CMCO would provide confirmation to UEB on the legal position of the brand and trademark ownership in respect of UNNC and UNMC.
- .2 The Vice-Chancellor and Register would identify priority areas for development and report back to UEB.

17.45 Global Institute for Aerospace Technology

UEB RECEIVED the paper (UEB/17/31) from the FPVC, Faculty of Engineering.

UEB NOTED that the funding for the proposed Global IAT would come from a reallocation of resources within the Faculty of Engineering. The PVC, RKE sought confirmation on the reporting lines of the Global IAT.

UEB AGREED the formation of the Global IAT. UEB further agreed that the Global IAT should report to the Research Board.

ACTIONS:

- .1 The FPVC, Faculty of Engineering would lead on the creation of the Global IAT
- .2 The FPVC, Faculty of Engineering would establish a reporting line for the Global IAT into the Research Board.

17.46 Institutional Athena Swan Submission

UEB RECEIVED the paper (UEB17/33) from the PVC, RKE.

PVC, RKE reported that the submission contained in the paper was a working draft and welcomed comments on the content and presentation. UEB NOTED that the submission must be made on the Athena Swan template and provided advice and comments on the further work required to finalise the submission.

ACTION:

- .1 The CMCO would work with the PVC, RKE to further develop the submission prior to the submission deadline.

17.47 Future Food Beacon of Excellence

UEB RECEIVED the paper (UEB/17/34) from the PVC, RKE.

UEB NOTED that the financial projections for the beacon were in line with the research strategy and AGREED that this should be made explicit in the paper. UEB AGREED that the paper should go forward to Finance Committee for consideration and approval.

ACTION:

- .1 The PVC, RKE would propose the paper to Finance Committee incorporating the recommendations of UEB.

17.48 Rights Lab – Beacon of Excellence

UEB RECEIVED the paper (UEB/17/35) PVC, RKE.

UEB NOTED the progress already within the beacon. UEB NOTED that the programmes within the beacon would be reviewed and appropriate action taken in the event that programmes did not perform as anticipated. UEB AGREED that the non-financial benefits of the beacon should be explicit within the paper or its front sheet. UEB AGREED that the paper should go forward to Finance Committee for consideration and approval.

ACTION:

- .1 The PVC, RKE would propose the paper to Finance Committee incorporating the recommendations of UEB.

17.49 HEBCIS and KE Framework

UEB RECEIVED the paper (UEB/17/36) PVC, RKE.

UEB NOTED the analysis of the HEBCIS return sector data for 2015-16. UEB AGREED that performance in the activities covered in this return required improvement.

ACTION:

- .1 PVC, RKE would lead a review of HEBCIS return activity to identify priority areas and proposals for action and report back to UEB.

17.50 Information Services Review – Towards a new operating model

UEB RECEIVED the paper (UEB/17/37) and presentation from the CDO.

UEB NOTED the initial findings of the CDO and the challenge that faced the University in this area. UEB further NOTED that the Chief Information Security Officer would present to the next UEB meeting. UEB AGREED that the CDO should present to Council at its next meeting.

ACTION:

- .1 The CMCO would assist the CDO in finalising his presentation to Council.

17.51 Nottingham World Institute Update

UEB RECEIVED the paper (UEB/17/38) from the FPVC, RKE.

UEB NOTED that not all members agreed with the purpose and necessity of creating the Nottingham World Institute. UEB AGREED that the Nottingham World Institute should be created but that it should be subject to regular review of its development and performance against its KPIs and to ensure that its mission remained clear.

ACTIONS:

- .1 The PVC RKE would lead on launching the Nottingham World Institute.
 .2 The PVC RKE would ensure that regular reviews of the progress of the Nottingham World Institute against agreed KPIs were conducted and reported to the University.

17.52 UK Scholarly Communications Licence & Model Policy

UEB RECEIVED the paper (UEB/17/39) from the FPVC, RKE.

UEB NOTED that Research Board approved the adoption of the UK Scholarly Communications Licence in 2016. UEB NOTED the current position regarding the resistance from publishers to the proposals and further NOTED the mixed response across the University to the proposal. UEB AGREED that the University should continue participation as a first wave adopter of the licence. UEB further AGREED that there should be a consultation across the University focussing on the development of the licence and the University's participation within it.

ACTIONS:

- .1 The Director of LRLR would continue to lead the University in its first wave adoption of the licence.
 .2 The PVC RKE would lead on a consultation with academic staff including via Senate regarding participation in UK SCL.

17.53 Mental Health and Universities UK's Step Change Framework

UEB RECEIVED the paper (UEB/17/40) from the Registrar.

UEB NOTED that there needs to be an overarching look at student health and wellbeing and that there are similar issues that should be considered for staff. UEB AGREED the development of a Student Health and Wellbeing Strategy.

ACTIONS

- .1 The Registrar would lead the development of a Student Health and Wellbeing Strategy.

17.54 Any other business

.1 Strategic Development Fund Review Group

The CFO sought agreement from UEB that the SDF Review Group meeting scheduled for January 2018 should be cancelled and the current applications to SDF should be fed through the business planning process. UEB AGREED that subject to the appropriate levels of scrutiny being in place, the next SDF Review Group meeting should be cancelled.