



**The  
University  
Of  
Sheffield.**

**Office  
Of The  
President &  
Vice-Chancellor.**

UEB/2018/1112/01

## **Notes**

## **University Executive Board**

**Date:** 13 November 2018

**Present:** Professor K Lamberts (KL)(in the Chair),  
Mrs H J Dingle (HJD), Professor John Derrick (JD), Mr A Dodman (AD), Professor  
S Fitzmaurice (SF), Professor M J Hounslow (MJH), Professor W Morgan (WM),  
Professor D Petley (DP), Professor G Valentine (GV), Professor Craig Watkins  
(CW)

**In attendance:** Dr T Strike (TS); Mrs V Jackson (VJ) (item 1); Mr James MacGachie (JM) (item  
2); Lilian Jones, Anna Crump Raiswell, Mel Kee, Katharine Swindells, Roxanne  
Bechu, Mayeda Tayyab, Cecilia Hudson Molinaro, Sarah Morse (item 3)

**Apologies:** Professor Dame Pamela Shaw (PS), Mr R Sykes (RS)

**Secretary:** Mr N Button (NB)

### **1. Closed Minute and Paper**

### **2. Q&A on data protection and freedom of information**

(UEB/2018/1311/02a and 02b)

(JM in attendance for this item)

- 2.1 UEB received a presentation from a representative of DLA Piper on data protection and freedom of information, specifically in relation to the implementation of the General Data Protection Regulation (GDPR) in May 2018. Issues raised included the correct procedure for reporting data breaches, good practice on the storing and timely deletion of personal data particularly in relation to the use of email, the requirements in responding to Data Subject Access requests, and the information which can be requested using a Freedom of Information request.

### **3. Students' Union Sabbatical Officers: aims and objectives for 2018/19**

(Lilian Jones, Anna Crump Raiswell, Mel Kee, Katharine Swindells, Roxanne Bechu, Mayeda Tayyab, Cecilia Hudson Molinaro, Sarah Morse in attendance for this item)

- 3.1 UEB received a presentation from the Students' Union Sabbatical Officers outlining their objectives for the coming year. The four team priorities for the year were: ending sexual harassment and violence on campus; supporting the BME community; creating a thriving academic environment; and active involvement in the Sheffield City Region and the city's communities. Following the presentations, UEB discussed with the Sabbatical Officers common themes which emerged from the presentations and how they could best work together to deliver on their priorities.