



**The
University
Of
Sheffield.**

Office UEB/2019/2201/01
Of
The President &
Vice-Chancellor.

Minutes

University Executive Board

Date: 08 January 2019

Present: Professor K Lamberts (KL) (in the Chair),
Professor John Derrick (JD), Mrs H J Dingle (HJD), Professor S Fitzmaurice (SF), Professor M J Hounslow (MJH), Professor W Morgan (WM),
Professor Dame Pamela J Shaw (PJS), Mr R Sykes (RS), Professor G Valentine (GV), Professor Craig Watkins (CW)

In attendance: Dr T Strike (TS), Mr I Wright (IW) (item 2), Ms M Nolan (MN) (item 3).

Apologies: Mr A Dodman (AD), Professor D Petley (DP)

Secretary: Mr N Button (NB)

1. Minutes of UEB held on 4 December 2018

(UEB/2018/0801/01)

- 1.1 The Minutes of the UEB meeting held on 4 December 2018 were approved as an accurate record.

2. Closed Minute and Paper

3. Preparation for TEF 4

(UEB/2018/0801/03)

(Michelle Nolan in attendance for this item)

- 3.1 UEB considered a progress update regarding the institutional submission to the Teaching Excellence & Student Outcomes Framework (TEF) 4. The draft had been amended to reflect comments made at a previous UEB meeting. Attention was drawn to the section submitted by the Students' Union.
- 3.2 UEB commended the quality of the draft submission.
- 3.3 **Actions:**
- (a) Changes discussed would be incorporated and an amended version would be circulated to UEB members for final comments ahead of the deadline for submission on 17 January.

4. Shareholder Oversight Group terms of reference

(UEB/2018/0801/04)

- 4.1 UEB received the proposed terms of reference and members of the Shareholder Oversight Group. Attention was drawn to the proposed role of the Group in delivering oversight of the performance of the University's subsidiary company holdings (where

University shareholdings accounted for more than 50% of the organisation) and providing leadership on a University strategy for those companies.

- 4.2 UEB agreed the terms of reference and membership of the Group with an amendment to the membership to ensure clarity as to which members were ex-officio and which had been appointed.

4.3 **Actions:**

- (a) The formation of the Shareholder Oversight Group would be communicated to Finance Committee and the subsidiary companies in an appropriate manner.

5. Round Table

- (a) UEB-HoDs: MH commended the success of the recent UEB-HoDs event. GV commented that items arising from the UEB-HoDs event would be brought to a future UEB meeting for reflection.
- (b) Diaries: There was a discussion regarding UEB members allowing greater access to their diaries from other members' PAs.
- (c) Staff update: UEB noted with regret the death of a member of staff in the Faculty of Science.
- (d) Brexit: TS reminded UEB members on the ongoing work in creating a no-deal Brexit risk register.
Action: It was agreed to add a representative of the Students' Union to the Brexit Co-ordination Group.
- (e) Learning and Teaching Conference: WM noted the strong attendance of academic staff at the Learning and Teaching Conference.
- (f) New HoD: SF informed UEB of the appointment of a Head of Department in Philosophy, who would begin in September.
- (g) East Asian Studies: SF and CW noted their ongoing work on the future strategy for the School of East Asian Studies.