



The
University
Of
Sheffield.

Office UEB/2019/0502/02
Of
The President &
Vice-Chancellor.

Minutes University Executive Board

Date:	22 January 2019
Present:	Professor K Lamberts (KL) (in the Chair), Professor John Derrick (JD), Mrs H J Dingle (HJD), Mr A Dodman (AD), 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:	Mrs T Wray (TW) (item 2), Mr R Gower (RG) (item 3)
Apologies:	Professor S Fitzmaurice (SF), Professor D Petley (DP), Dr T Strike (TS)
Secretary:	Mr D T Swinn (DTS)

1. Minutes of UEB held on 8 January 2019

(UEB/2019/2201/01)

- 1.1 The Minutes of the UEB meeting held on 8 January 2019 were approved as an accurate record.

Matters Arising:

- (a) Minute 5(a), UEB-HoDs: It was noted that in addition to UEB reflecting on items and actions arising from the event, an update should also be provided at the next UEB-HoDs meeting.
- (b) Minute 5(e), Learning and Teaching Conference: KL was planning to attend next year's event.

2. Staff Survey

(UEB/2019/2201/02)

(Tracy Wray in attendance for this item)

- 2.1 UEB discussed an update and an accompanying presentation on the headlines from the results of the 2018 Staff Survey and considered proposed initial actions in response. It was pleasing to note the relatively high response rate, which remained above average for the sector, given that minimal promotional communications had accompanied the survey compared to 2016 and the various challenges facing HE at present. In addition, the Council level KPI results for the percentage of staff proud to work for the University and the percentage who would recommend it as excellent place to study also remained high, at 94% and 92% respectively.
- 2.2. However, the results posed challenges around certain other themes and there was greater variation across different areas of the University and across different staff groups than in previous years' results. As departmental breakdowns and benchmarking data became

available for analysis and dissemination, detailed action plans would be developed to address specific relevant issues to support action at institutional level.

2.3 Following discussion, UEB agreed a planned timeline for communications and subsequent updates, as set out in the related paper, and agreed the University level themes to be: leadership, management and strategic direction; communications; and differences between responses from academic and professional groups. It was noted that a range of institutional-level activity was already underway that would address many of the issues highlighted by the survey responses, e.g. around academic workload and strategic direction. This could be supplemented by more specific faculty and departmental level action.

2.4 **Actions:**

- (a) Institutional level and more targeted communications should be open and transparent in striking an appropriate balance between positive and less positive results, in the context of responses across the sector.
- (b) Departmental breakdowns and sector benchmarking information would be shared when it was available and had been evaluated.
- (c) The development of departmental-level action plans would be supported by Faculties, with the opportunity for UEB to consider these collectively and to receive progress updates.
- (d) The headline results would be reported to Council in February and a more detailed report provided in April.

3. **Closed Minute and Paper**

4. **Round Table**

- (a) Universities Minister: KL reported on a recent meeting with the Minister for Universities, Science, Research and Innovation.
- (b) NSS: WM was working with FDLTs on ways to encourage students to complete the survey, noting that the SU would not be promoting a boycott of NSS this year.
- (c) Heads of Department appointments: CW had recommended the appointment of two new HoDs in Social Sciences.
- (d) Big Uni Bake: GV reminded Members that the Big Uni Bake would take place on 22 February and to contact ACS if they were interested in taking part.
- (e) Stonewall Workplace Equality Index 2019: UEB was pleased to note that the University had risen one place to 23 in the Top 100 inclusive employers.