



The  
University  
Of  
Sheffield.

Office UEB/2019/1903/01  
Of  
The President &  
Vice-Chancellor.

## Minutes

## University Executive Board

**Date:** 26 February 2019

**Present:** Professor G Valentine (GV) (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 D Petley (DP),  
Professor Dame Pamela J Shaw (PJS), Mr R Sykes (RS),  
Professor Craig Watkins (CW)

**In attendance:** Dr T Strike (TS); Mrs L Carlile (LC) (item 2), Dr R Birch (RHB) (item 3), Mrs V Jackson (VEJ) (items 3 & 4), Mr I Jones (IJ) (item 5), Ms T Wray (TW) (item 6), Mrs D McClean (DM) (item 8), Mr K Lilley (KEL) (item 9)

**Apologies:** Mr A Dodman (AD), Professor K Lamberts (KL)

**Minute Secretary:** Mr M Borland (MJB)

### 1. Minutes of UEB held on 5 February 2019

- 1.1 The Minutes of the UEB meeting held on 5 February were approved as an accurate record, subject to minor rewording of item 3 to aid clarity.
- 1.2 **Action:** The Secretariat to liaise with the Vice-President Research and Innovation regarding the minor rewording.

### 2. Closed Paper and Minute

### 3. Student Number targets to inform Financial Forecasts

(Rhiannon Birch and Vicki Jackson in attendance for this item)

- 3.1 UEB considered the changes to the student intake projections following its discussion on 12 February. The paper also provided an overview of the Faculty draft core income and expenditure forecasts. It was highlighted that the majority of changes had been to revise targets in line with demand.
- 3.2 During discussion it was noted that the Faculty of Science Financial Forecast would be run through the Process for Budget Allocation (PBA) shortly, which would be earlier in the cycle than previously, to enable the output to inform the Planning Round discussion.
- 3.3 UEB:
  - (a) Endorsed the final set of intake targets for 2019/20-2023/24.
  - (b) Noted the first draft of the Faculty income and expenditure forecasts.

### 4. Closed Minute and Paper

## **5. Proposed Rents for Residential Accommodation in 2019/20**

(Ian Jones in attendance for this item)

- 5.1 UEB received and noted a paper which set out bed numbers and proposed rents for the 2019/20 academic session, taking into account financial factors, local and national market context and discussions with the Students' Union and Catalyst Lend Lease. Attention was drawn to a number of Purpose Built Student Accommodation (PBSA) providers that were reducing headline rents compared to previous years, including in some well-located buildings.

## **6. MSC Senior Leadership Apprenticeships**

(Tracy Wray in attendance for this item)

- 6.1 UEB received and noted the update on the employment of apprentices, and noted the plans to invite applications from existing staff for the next phase of the Senior Leadership Apprenticeship at MSc level.

### **6.2 Actions:**

- (a) To explore whether the apprenticeship levy could be used towards a 'graduate intern' scheme.
- (b) To explore whether the apprenticeship route could support staff candidates undertaking PhDs.

## **7. Health Sciences School**

- 7.1 UEB considered a paper seeking approval of a proposal to go to Senate for reconfiguration of the School of Nursing and Midwifery, the Department of Human Communication Sciences, and the Academic Unit of Ophthalmology and Orthoptics (currently within the Department of Oncology and Metabolism) to create a new Health Sciences School within the Faculty of Medicine, Dentistry and Health. Attention was drawn to the benefits of the proposal, including in relation to teaching, research and the student experience. A large majority of staff supported the proposal.
- 7.2 During discussion it was noted that professional identities were expected to be kept within sections of the new single department. It was suggested that HR could assist the Faculty with lessons learnt from previous departmental mergers. It was clarified that the proposal would not create a new structure above the departmental level.
- 7.3 UEB:
- (a) Endorsed the submission of the paper to Senate, subject to inclusion that there was not expected to be any detrimental impact on PGR students, and that there could be a positive impact.
  - (b) Suggested that the Heads of Department be asked to speak in support of the proposal at Senate.
  - (c) The Faculty work with HR to support substantial integration within the new school.
- 7.4 If Senate was to approve the proposal, Council approval would then be sought at its April meeting.

## **8. Closed Minute and Paper**

## **9. Closed Minute and Paper**

## **10. Report of the Estates and Capital Sub-Group**

- 10.1 UEB considered the report and noted that the requests in relation to the Social Sciences Hub were endorsed by UEB on 12 February and the requests regarding the Translational Energy Research Centre (TERC) were endorsed by UEB via email.
- 10.2 UEB advised the President and Vice-Chancellor to approve the recommendations set out in the report regarding:
- Heaviside fees
  - Norton 3G Artificial Grass Pitch
  - Western Bank Villas Refurbishment
  - Endcliffe Green houses for Social Sciences
  - Land strategy for UOS Campus East (AMRC)
  - Acquisitions and Disposals: 78 Hoyle Street

**11. Report of the Strategic Advisory Group – Student Numbers and Fees  
(Meeting held on 7 February)**

- 11.1 UEB received and noted the Report.

**12. Report of the UEB IT Sub-Group  
(Meetings held on 18 October 2018 and 13 February 2019)**

- 12.1 UEB received and noted the Report.

**13. Round Table**

- (a) Planning Round: GV reported that the UEB parts of the process would be the same as 2018/19 with two rapporteurs for each Faculty reporting to UEB meetings in March followed by a UEB Away Day on 14 May.
- (b) National Student Survey: WM provided an update and requested further efforts be made in those areas with lower response rates.
- (c) AMRC Training Centre: UEB thanked all members of staff involved in a recent OFSTED inspection.
- (d) Communications: UEB briefly discussed the UEB Information Cascade.

**Actions:**

- (i) To extend the Information Cascade to FDRIs and FDLTs.
- (ii) To consider including references to discussion of closed items.