



**The
University
Of
Sheffield.**

Office UEB/2019/2105/02
Of
The President &
Vice-Chancellor.

Minutes University Executive Board

Date: 30 April 2019

Present: Professor G Valentine (GV) (in the Chair),
Professor J Derrick (JD), Mrs H J Dingle (HJD), Professor S Fitzmaurice
(SF), Professor M J Hounslow (MJH), Professor J Marsh (JM), Professor D
Petley (DP), Mr R Sykes (RS), Professor C Watkins (CW)

In attendance: Dr T Strike (TS); Ms B Abrams (BA) (item 3); Ms T Wray (TW) (item 3); Mrs
V Jackson (VJ) (item 4); Mr I Wright (IW) (items 5 & 6); Dr C Merrywest
(CW) (item 5); Dr R Birch (RB) (item 7)

Apologies: Professor K Lamberts (KL), Mr A Dodman (AD), Professor W Morgan (WM),
Professor Dame Pamela Shaw (PS)

Minute Secretary: Mr N Button (NB)

1. Minutes of UEB held on 26 March 2019

1.1 The Minutes of the UEB meeting held on 26 March were approved as an accurate record, subject to one typing correction and two amendments in the interests of greater clarification.

2. Minutes of UEB held on 2 April 2019

2.1 The Minutes of the UEB meeting held on 2 April were approved as an accurate record, subject to an amendment being made in the Finance and Commercial Planning Round item.

3. Vision for IT

(Ms B Abrams & Ms T Wray in attendance for this item)

3.1 UEB received a presentation proposing an IT strategy for the University. UEB were asked to consider a number of options for that strategy based on the University's ambition and the affordability of the projects involved. Attention was drawn to the reasons an IT strategy was necessary, how collaborative partnership working should be established, and the key strategic areas which proposals for an IT strategy would form part of.

3.2 During discussion, UEB noted the following:

- More flexible working practices within CICS would ensure that IT provision would take account of different requirements across the University.
- The timing of IT projects requiring high levels of investment had significant resource implications.
- Increasing demand for the use of data was a reason for an appropriate IT strategy, including for issues of attendance monitoring.

- The gap in digital competency between staff and students was continuing to grow.
- 3.3 UEB agreed to recommend to the President & Vice-Chancellor that the development of the IT strategy would be an iterative process, to allow an understanding of IT needs to be developed alongside the development of the University's new Strategic Plan while also providing the opportunity to consider how new technical products might enable UEB to think different about its core business. BA would develop an outline document for discussion at IT Sub-Group and this would be brought back to UEB for consideration in relation to both the Strategic Plan and constraints of affordability.
- 4. Closed Paper and Minute**
- 5. Casual Working**
(Mr I Wright & Dr C Merrywest in attendance for this item)
- 5.1 UEB received an update and a set of proposals on casual working at the University. Attention was drawn to the strong support of the University and College Union (UCU) for this work, the necessity of some GTA contracts at Grade 7 where there was a genuine need for work at that level, the potential use of Eploy and a centralised resource to administer and oversee all non-student casual engagements which would work in parallel to the Student Jobshop, and the cost neutrality of the proposed changes.
- 5.2 UEB agreed to recommend to the President & Vice-Chancellor that the proposals contained in the paper be adopted.
- 6. Closed Paper and Minute**
- 7. Apprenticeships and Foundation Provision: Future Strategy**
(Dr R Birch in attendance for this item)
- 7.1 UEB considered a paper containing an overview and analysis of the University's apprenticeship (sub-degree, degree, and masters level), and foundation and sub-degree provision and asked to discuss and agree a future strategy for that provision.
- 8. Closed Paper and Minute**
- 9. Report of the Strategic Advisory Group – Student Numbers and Fees (Meeting held on 3 April 2019)**
- 9.1 UEB considered and agreed a report from the latest meeting of the UEB Strategic Advisory Group – Student Numbers and Fees. Attention was drawn to the proposals that candidate interviews should only be used for selection purposes where necessary, and where interviews were not required, an offer should be sent to the application with an invitation to visit the campus, with the interview being reframed as a "1:1 meeting with an academic". There was a discussion about the nature of those 1:1 discussions and their role in student recruitment.