



The
University
Of
Sheffield.

Office UEB/2019/2307/05
Of
The President &
Vice-Chancellor.

Minutes University Executive Board

Date: 9 July 2019

Present: Professor K Lamberts (KL) (in the Chair),
Professor J Derrick (JD), Professor M J Hounslow (MJH), Professor J Marsh (JM), Professor D Petley (DP), Professor Dame Pamela Shaw (PS), Mr R Sykes (RS), Professor G Valentine (GV), Professor C Watkins (CW)

In attendance: Dr T Strike (TS), Ms Kate Sullivan (KS), Mr I Wright (IW) (item 3)

Apologies: Mrs H J Dingle (HJD), Professor S Fitzmaurice (SF), Professor W Morgan (WM)

Minute Secretary: Mr Nick Button

1. Strategy Draft- Next Steps

- 1.1 UEB received an update on the University draft strategy. It had been suggested that some of the proposals should be underpinned by a stronger evidence base, work on which could be done over the summer in time for the consultation period starting in the autumn.

2. TEF Roadmap

- 2.1 UEB considered a paper proposing a roadmap for optimising the University's subject-level TEF submissions. Attention was drawn to the role of the TEF Oversight Group in monitoring the progress of Departments, the addition of the President of the Students' Union as Deputy Chair of the Oversight Panel, the need for identification of Subject Level Leads and TEF Co-ordinators that in most Departments would be the Directors of Learning and Teaching, and the uncertainty created by the ongoing review of the TEF.

- 2.2 During discussion, UEB noted the following:

- Despite the uncertainty about the future shape of TEF, in particular around which metrics would be used, there was still value in completing this preparation work.
- It was important to communicate the importance of taking Learning and Teaching leadership roles within Departments.
- There was a need for greater consistency in the existence and role of Department Executive Boards.

2.3 Actions:

- (a) A paper regarding consistency in the Executive structure of Departments would be brought to UEB in the autumn.

- (b) The TEF Roadmap would be communicated to Faculty and Departmental leadership while general communication about the future of TEF would be sent to all staff.

3. Incident Management & Business Continuity

3.1 UEB considered a paper updating them on progress made with embedding Business Continuity Management across the University and proposing changes to the governance arrangements agreed by the Business Continuity Steering Group. Attention was drawn to the proposal that the Operational Group be disbanded and replaced with local meetings and events, and that the Steering Group should be expanded and meet with revised Terms of Reference.

3.2 During discussion, UEB noted the following:

- The increased exposure of the University to these issues necessitated robust and tested procedures in each Department.
- There was work being done to build cross Department interdependent resilience as some events were likely to affect more than just a single Department.
- FDOs had an important role in ensuring oversight of procedures.

3.3 UEB noted the contents of the report and agreed the recommendations relating to the Steering Group and Operational Group.

4. Report of the UEB IT Strategy Sub- Group

(Meeting held on 10 June)

4.1 UEB considered the report of the latest meeting of the UEB IT Strategy Sub-Group. Attention was drawn to the updated IT Strategy that would return to UEB shortly for a further discussion, the request for further detail on the Research and Innovation IT Business Case and its role within a wider strategy, and the approved business case for implementing a modern and fully featured Learning Management System (LMS).

4.2 During discussion, UEB noted the following:

- Council had requested an update on the University's IT strategy.
- There had previously been an extensive consultation on the IT needs of University researchers.

5. Report of the UEB Shareholder Oversight Group

(Meeting held on 13 June)

5.1 UEB considered the report of the latest meeting of the UEB Shareholder Oversight Group.

6. Closed Paper and Minute

7. Round Table

- (a) Science grants: JD informed UEB of a £2 million grant for Quantum Technology and a further £2 million for Physics for Life.
- (b) NSS results: JD and PS drew attention to the strong NSS results in Maths and Nursing respectively. There was a further discussion about how best to communicate the University's NSS success to both an internal and external audience.

- (c) University Senate: TS noted that the full membership of the University Senate for the academic year 2019-20 had been elected or appointed. As a result, there were vacancies on other committees. There would be an experiment run to determine the best layout for Senate meetings.
- (d) TELFest and Digital: JM noted the success of TELFest and that digital work would be more embedded in Director of Learning and Teaching roles.