



The  
University  
Of  
Sheffield.

Office  
Of The  
President &  
Vice-Chancellor.

UEB/2018/1302/01

## Minutes

## University Executive Board

**Date:** 23 January 2018

**Present:** Professor G Valentine (GV) (in the Chair),  
Professor Sir Keith Burnett (KB) (items 1-7), Professor J Derrick (JD),  
Mr A Dodman (AD), Mrs H J Dingle (HJD), Professor D Hadley (DH),  
Professor M J Hounslow (MJH), Professor W Morgan (WM),  
Professor D Petley (DP), Professor Dame Pamela J Shaw (PJS),  
Professor C Watkins (CW)

**In attendance:** Dr T Strike (TS); Professor L Maltby (LM) (item 3); Mr T Fleming (TF)  
(item 4); Mr R Sykes (RS) (item 5); Mrs S Grocutt (SG) (item 6)

**Apologies:** There were no apologies

**Secretary:** Mr M Borland (MB)

### 1. Minutes of UEB held on 9 January 2018 (UEB/2018/2301/01)

The Minutes of the meeting held on 9 January were approved as an accurate record.

### 2. Action Notes from UEB Away Day held on 5 December 2017 (UEB/2018/2301/02)

It was agreed to defer this item to the UEB Awayday on 30 January.

### 3. Future Structures to underpin postgraduate research student provision (UEB/2018/2301/03)

(Lorraine Maltby in attendance for this item)

- 3.1 UEB considered a proposed hub and spoke model for a future PGR support structure. The 'hub' would provide leadership for, and development of, PGR strategy and policy by a committee chaired by the Deputy Vice-President (R&I). The 'spokes' would provide leadership for the implementation of PGR strategy and policy. They would consist of the five Faculties and the International Faculty, represented by their Graduate School or equivalent, and a 'spoke' which represented and provided leadership for cross-faculty initiatives. Attention was drawn to extensive consultation which informed the proposals.
- 3.2 During discussion it was clarified that the paper focused on the structure and principles, rather than specific names for each of the 'spokes'. It was envisaged that the roles and responsibilities set out in the table in Appendix A could be extended to include departments. It was commented that the proposed central committee would need to be empowered to adequately challenge faculties when required to do so. There was a tension regarding whether branding at the institutional or faculty level was most effective and there would be a benefit in giving further consideration to this.
- 3.3 UEB endorsed the proposed structure and agreed that the paper go to Senate in

March, including proposed names for each 'spoke'.

**4. Closed Minute and Paper**

**5. Closed Minute and Paper**

**6. Closed Minute and Paper**

**7. Office for Students: preparation for new regulatory framework**  
(UEB/2018/2301/07)

7.1 UEB considered a paper that set out preparatory action for the new regulatory framework. The paper also highlighted the decisions and implications for the Council as governing body. Attention was drawn to a range of actions already underway in the university and that the approach the OfS would take in carrying out its role was not yet fully known.

7.2 During discussion it was commented that the language used by DfE regarding the new regulatory framework had a legal basis. Given this approach good record keeping of interactions with the OfS would be important and there could be a benefit in reflecting on the University's legal capacity. The new regulatory framework could pose a challenge to the University's culture.

7.3 UEB agreed to recommend to the President and Vice-Chancellor:

- a) That the existing arrangements regarding communication with HEFCE and designated roles, as set out in the paper, continue in the transition period.
- b) That all regulatory reporting to and requests from the OfS are dealt with through the President and Vice-Chancellor's office, co-ordinated on behalf of the P&VC by the University Secretary, acting as a single point of contact with OfS.
- c) That contact with the named third party/designated bodies was initially managed through the leads identified in the paper.
- d) That the Director of HR and Corporate Communications take forwards work to review and refresh the presentation of the University governance and management arrangements on the website, including ensuring matters which the OfS require to be published are available and can be navigated to.

7.4 UEB endorsed the recommendations in the paper that the P&VC make the following recommendations to Council:

- a) That on the authority of the President and Vice-Chancellor, the University Secretary can submit the University's registration application to the OfS, and will notify UEB, Council and Senate.
- b) That the President and Vice-Chancellor be designated by Council as the Accountable Officer to the Office for Students.
- c) That Council agree to consult Senate with a view to considering and approving a proposed amendment to the governing instruments in relation to Freedom of Speech for submission to the Privy Council so that Council has to specific duty to take such steps as reasonably practicable to ensure freedom of speech within the law is secured.
- d) That, as part of updating the Register of Interests, the governance team, will annually collect the required information to ensure Council and UEB members are 'fit and proper' persons as assessed by the OfS against specific indicators. Any change to an individual Council or UEB member's status in relation to the indicators must be reported to the University Secretary.

7.5 **Action:**

- UEB members to keep records of interactions with the OfS
- To reflect on the changes at a future UEB session on cultural challenge.

**8. President & Vice-Chancellor appointment process and transition**

(Tony Pedder in attendance for this item)

UEB provided views to the Chair of Council, Tony Pedder, regarding the President & Vice-Chancellor appointment process and transition as part of the consultation taking place with the University community and other stakeholders.

**9. Round table**

- (a) Industrial Action: AD updated UEB on potential industrial action.
- (b) UEB Awayday: GV reported that the UEB Awayday on 30 January would be held at Halifax Hall Hotel and included time in the evening of 29 January.
- (c) NSS: WM updated UEB on the NSS and it was agreed that work to encourage completion of the survey should be tailored to local circumstances.