



**The  
University  
Of  
Sheffield.**

**Office  
Of The  
President &  
Vice-Chancellor.** UEB/2018/0506/01

## **Minutes University Executive Board**

**Date:** 15 May 2018

**Present:** Professor D Petley (DP), (in the Chair),  
Mrs H J Dingle (HJD), Professor J Derrick (JD),  
Professor S Fitzmaurice (SF), Professor D Hadley (DH),  
Professor M J Hounslow (MJH), Professor W Morgan (WM),  
Professor Dame Pamela J Shaw (PJS), Professor C Watkins (CW)

**In attendance:** Dr T Strike (TS) (items 3 and 4); Ms T Wray (items 2 and 3);  
Mr R Gower (item 3);  
SU Sabbatical Officers: Mr K Maxwell, Ms M McGrath, Ms C Jones, Ms F  
Brookes, R Staves, Ms S Gopalakrishnan, Mr S McMilan, Mr T Brindley  
(item 5)

**Apologies:** Professor Sir Keith Burnett (KB), Mr A Dodman (AD),  
Professor G Valentine (GV)

**Secretary:** Mr D T Swinn (DTS)

### **1. Matters Arising**

There were no matters arising in respect of recent discussions. Minutes of recent meetings would be received for approval at a forthcoming meeting.

### **2. Senior Leadership Apprenticeships Nominations Process** (UEB/2018/1505/01)

(Tracy Wray in attendance for this item)

- 2.1 UEB discussed proposals to introduce the Senior Leadership Apprenticeship within the University following previous agreement in April. This formed part of the University's wider commitment to developing leadership and management capacity and would enable the University to utilise a greater proportion of apprenticeship levy funding without detriment to other developments.
- 2.2 During discussion, UEB noted ongoing developments in relation to the refresh and relaunch of Sheffield Leader under a new provider and UEB recognised the importance of related initiatives, notably the refresh of Sheffield Leader under a new provider, forming part of a coherent offer that suited the needs of different groups of staff.
- 2.3 Further clarification was sought about the levels of fee for the academic elements of the MBA and MSc programmes and the extent to which it was possible to carry forward unspent levy to subsequent years. Subject to this, UEB endorsed the launch of the scheme using the nominations process and applications forms appended to the related paper. Courses would commence in October 2018 with ongoing monitoring of take-up rates and funding developments.

## 2.4 **Actions:**

- (a) The level of programme fees quoted in the related paper and rules on the use of levy funding would be clarified.
- (b) HR would continue to explore ways to utilise the apprenticeship levy, including a review of the effectiveness of the levy for the MBA and Masters programmes.

## **3. Closed Minute and Paper**

## **4. Membership of Council and Senate: elections**

- 4.1 UEB discussed the timing of elections for membership of elected categories on Senate. Given that the Senate Effectiveness Review would make its final recommendations to Senate on 20 June and that the size and composition of Senate were included in the review's terms of reference, UEB suggested that the election not be held until after 20 June. It was also reported that there would be an election for a member of Council drawn from and elected by professional staff in grades 7 and below.

## **5. Presentation from the Students' Union Sabbatical Officers on progress made against their objectives**

(SU Sabbatical Officers in attendance for this item)

UEB received a presentation from the 2017/18 Students' Union Officers on progress against the objectives they presented to UEB at the start of the year, their plans for transition to the SU Officers-elect and their reflections on their time in office. In particular, the level of engagement and collaboration between the SU and University on a wide range of initiatives was noted, and the Officers recognised the excellence of the support they received from SU staff.