

UET half day discussion meeting

Tue 24 January 2023, 09:00 - 11:30

Committee room

Attendees

UET members

John Vinney (Chair), Tim McIntyre-Bhatty, Jim Andrews, Susie Reynell

In attendance

Jane Forster, Sarah Hutchings (Present at: 2),

-Einar Thorsen -Hammadi Nait Charif -Zhidong Xiao -Salvo Scifo Paula Callus -Geli Roushan -Colleen Harding (Present at: 4)

Meeting minutes

1. Catch up

The accommodation proposal sent by JA was approved.

Discussion

Chair

2. Finance discussion

Present: Sarah Hutchings

Discussion

Susie Reynell/Sarah
Hutchings

2.1. Cashflow update

SH noted that the risk update would be updated and shared at the next meeting.

Discussion

Sarah Hutchings

2.2. Budget and business plan timeline

It was agreed that the establishment figures to be shared with budget holders would be the current establishment including vacancies plus known changes including seasonal or phased posts. There will be a vacancy factor and including assumptions about pay and pensions the overall pay costs would be unaffordable, but this would provide the basis for a discussion about how to fill the gap.

There was work ongoing to rebase the student numbers, at the moment growth assumptions have not been changed. Actual continuation and recruitment would be used and then there was an ongoing discussion with the faculties about their expectations. Rebasing would reflect the change in UG/PG mix. Both sets of data would be shared before the end of the month.

As regards business plans, it was agreed that an updated SWOT and a very short summary of any major changes was all that would be requested, for submission by the end of February.

SR had asked again for faculty splits between research and KE income.

Draft assumptions are being prepared and will also be shared as soon as possible.

3. Future agendas

ULT agenda 25th Jan 23

ULT agenda 8th Feb 23

These were discussed briefly, there were no further updates.

 ULT agenda 25th Jan 2023.pdf

 ULT agenda 8th Feb 2023.pdf

4. FMC student experience follow-up

Attendees:

-Einar Thorsen
-Hammadi Nait Charif
-Zhidong Xiao
-Salvo Scifo
Paula Callus
-Geli Roushan
-Colleen Harding

Apologies:

-Jacky Mack

It was noted that progress had been reported in the AMER. The team had also noted some risks, including about recruitment, but it was noted that there was an alternative plan if posts were not filled.

A number of social events had been held and more were planned. There were still issues with L6 engagement and response rates to the survey had been low. The survey results reflected what the team had been thinking. Students were anxious about employment and there were plans to address this, including alumni events to discuss the transition into employment.

An exhibition was being planned with student work and commissioned alumni work.

Steps had been taken to improve access to learning materials in Semester 2.

There were concerns about remote working - this was not ideal, and students needed to get used to working on campus on dedicated equipment. Remote access was a temporary fix in the pandemic but would never be as good. The team were working on a programme timeline to make sure there was enough time to work on projects, so that remote working in the vacation was not required. This would be discussed with students.

Attendance at student voice meetings was dropping. Emails were being used and staff were being asked to share a slide at the start of each session to provide an update.

It was noted that the culture across the wider team was improving. The timeline discussions had resulted in interesting conversations about the conflicts across different units and this was leading to positive conversations and outcomes.

It was important to get buy in from across the team to positive messaging and this was beginning to have an effect. There was more work to be done to integrate the team more into the wider university. However, staff members are attending the meetings. The focus was on things that the team could impact in the short term and see results.

The students do not access Brightspace much for learning but GR suggested it could be used more to share messages.

There was an outstanding question for the team to consider relating to feedback on assessment.

UET thanked the team for the update and the progress being made, and said there would be a follow up meeting in May.

 NCCA update Jan 23.pdf

Present: -Einar Thorsen -Hammadi Nait Charif -Zhidong Xiao -Salvo Scifo Paula Callus -Geli Roushan -Colleen Harding

5. AOB

- potential reportable events

- The following bids were approved electronically on the 31 January:

-RED ID: 13344 – “Conflict, occupation and loss: a long-term study of the impact of contested landscapes in Thessaly, Greece”, Riksbankens Jubileumsfond (Sweden) – Derek Pitman

-RED ID: 13427 – “Autofiction and Life Writing in the aftermath of Brexit” AHRC/DFG – Hywel Dix

-RED ID: 13472 – “Peer led storytelling intervention to support working migrants in transition (OPTIMIST)”, UKRI MRC – Pramod Regmi

-The cash flow forecast and an updated Risk summary was shared with UET for note on the 31 January

There were no further reportable events

