UET meeting

Tue 28 November 2023, 10:00 - 13:00

Attendees

Board members

Meeting minutes

1. Minutes and Matters arising from the previous meeting

The minutes were approved as being an accurate record of the meeting held on 21st November and there were no matters arising.

The action log had been updated since the last meeting and was noted

Action list: https://livebournemouthac.sharepoint.com/sites/UETPrivate/Lists/UET%20Actions/AllItems.aspx

2. Finance discussion

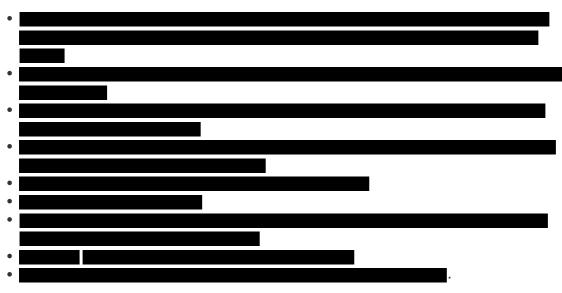
2.1. Cash flow update

Noted

2.2. October's Management Accounts

• The new presentation format of the management accounts is clearer and easier to understand.

REDACT





Chair

Approval

Susie Reynell

2.3. Bids for approval

There were two bids for discussion and both were approved to progress.



3. Theme: student experience and education

3.1. Student experience and continuation plan - update for new actions

The plan needs to be updated and simplified, potentially before SQS in February/March, and the priorities communicated to staff.

At the moment, the new initiatives are being evaluated and tweaked accordingly. Need to ensure that the current interventions are scaleable and there will be a clearer indication of what is required once the data from the pilots is available.

There is also an expectation that the systems and infrastructure will ensure that the student experience is as smooth as possible and new tools may be needed to enable faculties and academic staff need to feed into a wider student support system.

It is crucial that the sector tackles the Mental Health issue, and gets it right - otherwise it will likely become a B Condition.

AEIC has done some work on an inclusive curriculum - the team to be asked to share this work.

In the main, Faculties have really bought into the new interventions which are working well. For example, benefits are already being seen in changing student behaviour following the improvements to Brightspace

ACTION:

- Shelley to follow up on the inclusive curriculum work and agree next steps
- Communication of the plan, the progress made to date and the next steps: Kph/ST to lead on preparing something for the end of year comms
- Comms to also include the staff survey and Working at BU: KPa
- End of year comms to staff by JV to include a summary of the year and the changes that have taken place: JV/JF

C Student Experience plan update to share July 23.pdf

3.2. Research KPI Secondary Metrics Summary





Shelley And Keith

Approval

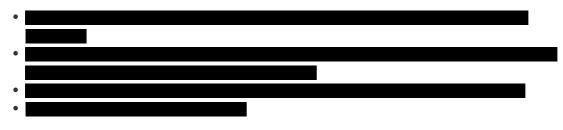
Susie Revnell



KPIs:

KPh enquired about changing the KPI relating to the completion of a PGR programme - should it be at submission or at completion. It was confirmed that the KPI set is being reviewed to ensure that focus is in the right areas.

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4. Items for approval or note

There were no further items for discussion.

5. Standing item: reportable events

Reportable events update There were no new reportable events.

6. Future Meetings

UET meeting on 5th December: Discussion with Deans to include Portfolio, Performance Management and Framework Agreement.

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To cover:

- EDI with Chloe
- Focus on Strategy
- financial planning timetable

6.2. First risk meeting on 12th December

REDACT



Discussion

Chair

Note

Chair

7.2. TVT Lease Negotiations

The leases on the Student Village, the carpark and Talbot House are being renegotiated.

Keith to chair as JV is not available

6.3. SVEC on 13th December

Agenda to include

- · Learning resources
- Student Voice
- Communications

6.4. Professoriate awayday on 14th December

Focus to be on:

- · what colleagues are doing
- · strategic narratives
- KE integration into mainstream (to be brainstormed)
- European funding opportunities
- Other funding opportunities
- · Success stories and examples ACTION: SB to source some good impact case studies
- Horizon scanning
- · Break-out group discussions

7. AOB

Jim Andrews

Chair



ACTIONS:

- SR to consider whether Deans to be asked to prepare anything in advance.
- UET: to consider and re-table for discussion prior to the Risk meeting.
- · JF to circulate updated BU level SWOT

Intro by KPh and SB

7.1. Student Accommodation

There will be a short notice paper on student accommodation which needs to be agreed by the end of the week.

Information

7.3. Commercial Use of MRI Scanner

External lawyers are advising on a CQC approval to support this work

SR offered the services of Jane Habgood, Head of Procurement, who has previous experience of the CQC process.

7.4. Student withdrawals

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