

UET Meeting

14 January 2020, 10:00 to 12:00

VC's office

Attendees

John Vinney (Chair), Tim McIntyre-Bhatty (UET member), Jim Andrews (UET member), David Reeve (UET member), Jane Forster, Stephen Tee (item 2), Sarah Hutchings (item 3), Colleen Harding (item 6.1) and Christina Pizot (minute taking)

Meeting minutes

1. Minutes and Matters Arising from the Previous Meetings held 7 January 2020

Approval

-Minutes

These were approved with one addition to the AOB section.

-Matters arising

None noted.

 UET draft minutes - 7 Jan 2020.pdf

2. Wessex AHSN yearly cycle review

Decision

Professor Stephen Tee joined the meeting to present UET with an update and review of the Wessex Academic Health & Science Network (AHSN) performance for the period of 30 November 2018 until 29 November 2019.

Professor Tee noted that when the AHSN reconstituted its Board in December 2018, BU had a place on their new Board.

Professor Tee indicated that membership of the AHSN continued to provide opportunities and was a good investment with low risks. His recommendation would be for BU to remain an active member of the AHSN.

UET agreed to continue with our annual membership of the AHSN.

 Wessex AHSN Progress Report 2018-19 v2.pdf

 Wessex AHSN 2019 Full Accounts.pdf

3. Standing item: Financial Update

Information

Ms Sarah Hutchings joined the meeting to give UET the latest weekly financial forecast.


DR noted that he had met with the Finance team last week and they were currently reviewing the BU2025 forecast and financial reporting.

3.1. Management Accounts - December Update

Information

Ms Sarah Hutchings reviewed the Management Accounts as of end of December 2019. These would be going to the ULT meeting tomorrow 15 January.

DR and Ms Sarah Hutchings would be reviewing the format before these were submitted to the FRC meeting on 31 January 2020.

 ULT Management Accounts Dec 2019 v2 (2).pdf

4. Standing item: OfS and Government Reporting

Discussion

BU Reportable Events Decision Log

-JFo updated UET on the recent decision log.

Regulatory Reporting Tracker

-JFo commented that the Annual TRAC Return 2018-19 was due end of January 2020. This would need ARG approval and DR confirmed that the final version would be reviewed at UET next week.

-JFo added that the student transfer arrangements letter would also need to come to UET next week for approval before the end of January deadline.

Horizon Scan

JFo noted that the Government budget was scheduled for 11 March 2020

JFo added that OfS had issued an annual review setting out their new approach for 2020

 BU Reportable Events Decision Log updated.pdf

5. Standing Item: Update on External meetings and events

Discussion

-JV had met last week with the new VC of AUB, Professor Paul Gough.

-TMB added that his meeting last week with RBCH was positive.

6. Future Meetings and Items:

Review


UET reviewed the following meetings:


- UET agenda - 21 January 2020

ULT Forward agendas

- ULT agenda - 15 January 2020
- ULT agenda - 12 February 2020

 UET agenda 21 Jan 2020.pdf

 Agenda for Jan 15th 2020 ULT meeting.pdf

 ULT agenda for Feb meeting.pdf

6.1. -Academic Leadership agenda (30 January 2020) -EULT Agenda (7 February 2020)

Discussion

Dr Colleen Harding joined the meeting to discuss the format for the forthcoming leadership awaydays:

- Academic Leadership awayday - 30 January 2020

Dr Harding noted that this was aimed at Professors, Deans and Heads of Department and ULT were also invited. Dr Harding added that this was the 4th one and that we were not looking at these as singular events but as thread of connected events.

The format suggested would be to start with 'expectations, KPIs, BU2025', go on to discuss the 'Third Space' and have a section on the celebration around the promotion to new Professors.


Dr Harding would work on the basis of this format and the discussion that took place at the meeting. This proposal would be circulated to UET for final approval.


- EULT awayday - 7 February 2020

JFo reviewed the draft high level outline of the proposed format for the day.

Main themes of discussions proposed were a review of BU2025 plan and the 2020 financial planning.

Dr Harding would work on a outline for the day with JFo and would come back to UET next week to review and discuss.

 2019 budget planning slides for reference.pdf

 EULT awayday 7th Feb 2020.pdf

7. AOB

Information

-ViSION feedback update

JFo noted the feedback was very positive. The students were engaged and committed.

The next meeting was taking place next Tuesday 21 January.

-JA updated UET on the event which took place last Friday. All the necessary follow-ups and actions were being undertaken

-Bournemouth Gateway building (BGB) - JA noted that they were working towards end of March 2020 completion.

-JA advised UET of a letter received by Kaplan from BCP relating to safety issues at Kaplan's student accommodation building.

-Chapel Gate Lease. JA advised UET that Ms Deborah Wakely would be notifying UET separately (not including JA due to a conflict of interest) on a matter arising. The Board would also need to be notified.


-TMB enquired if there was any feedback following the circulation of the revised Risk Register which was circulated on the 12 December 2019. UET would review and come back to TMB accordingly.

-Programme Leaders NSS Reward Scheme.

UET discussed next steps and actions. It was agreed that this was a good initiative. In terms of timings, it was agreed to launch the programme in the next month to keep the momentum and incentive for next year's NSS.

-The Schedule of Insurance Cover was circulated electronically to UET for note ahead of submission to FRC meeting on

31 January 2020.

 ViSION update - Jan 2020 (1) values and service excellence.pdf