

UET meeting

Tue 29 June 2021, 10:00 - 12:00

MS Teams

Attendees

UET members

John Vinney (Chair), Tim McIntyre-Bhatty, Jim Andrews, David Reeve

In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Amanda Procter, Jacky Mack, Jo Freeman (Present at: 3), Alastair Morrison (Present at: 4), Christina Pizot (Minute taking)

Meeting minutes

1. Minutes and Matters Arising from the Previous Meeting held on 22 June 2021

Approval
Chair

Minutes

The minutes from the previous meeting were approved with one redaction to item 5.5.


Matters arising

- CMA Proposal to the Board

TMB updated UET on the status of the paper which would be going to the next Board meeting on 9 July.

- **Card Acquiring Contract Award**

DR noted that the agreed contingency figure had been kept into the business case and the proposal had been submitted for the next Board meeting on 9 July.

 Minutes_UET meeting_220621.pdf

2. Finance discussion

David Reeve

Present: Sarah Hutchings

2.1. Cash flow update

Discussion
Sarah Hutchings

SH joined the meeting to review the latest cashflow position. SH noted that there quite a few movements this week which were mainly timing differences:

- LGPS capitalisation, this was expected to be invoiced in July
- Non-pay was running lower than expected in the forecast
- Digital Enablers, IT & IP capital - delays were mainly due to the worldwide wait in getting hold of equipment.
- Estates and non-IT capital delays were purely timing difference

2.2. Bid approvals

Approval
David Reeve

-RED ID: 12626 – “Navigate anti-racism among East and Southeast Asian (ESEA) diaspora communities in the COVID-19 pandemic recovery: The platforms of social media”, AHRC – Xin Zhao

-RED ID: 12634 – Explainable social media tracking using AI to demonstrate health inequality and disparity arising from global health response to COVID-19, ESRC – Marcin Budka

-RED ID: 12642 – “Journalism and Trauma: Rebuilding ‘post-pandemic’ society through resilient journalism that safeguards reporters”, AHRC - Karen Fowler-Watt

-RED ID: 12662 – “Can the ‘TeaTol system’ (Technology enhanced assessment and treatment of the lumbar spine) identify impairments, quantify treatments and demonstrate efficacy for the management of low back pain?”, Medical Research Foundation – Jonathan Williams

DR noted that these were all fine from a cash point of view other than the last bid where the cashflow was significantly adverse at the end of 2022, but still had a good recovery rate and a positive contribution. DR would still recommend putting this bid forward. TMB added this was a Fellowship and would be a prestigious award if we were to obtain it. On that basis, UET approved all the above bids.

 Narrative for UET meeting 25.6.21.docx

2.3. Draft University Budget (2021/22 to 2023/24) - Research update

UET discussed the latest draft budget proposal circulated by DR, in terms of the Research contingency figure and income.

DR would update the paper with the amendments discussed and re-circulate to UET for final consideration prior to submission to the next Board meeting on 9 July.

3. Graduation Approach 2021

Discussion

Amanda Procter, Jo Freeman
& Jacky Mack

AP, JF, JM joined the meeting to review the Graduation proposal for 2021. Marketing Services (Events) and Student Administration (Student Lifecycle) had been working together to consider options for how the content and structure of the ceremonies could be streamlined so that the increased volume of ceremonies could be delivered. This would require a different approach to previous years. Two key requirements were simplicity and consistency across all the ceremonies.

JM noted that the current proposal tried to retain the celebratory aspect of the ceremonies but recognised that in order to fit the number of ceremonies during the week, we needed to shorten the time and therefore there was a need for a more simplified and consistent model.

JF and AP had a few queries regarding the proposal which needed UET's consideration and review:

- Speeches
- Dignitaries/VIPs invitations and platform party
- Live band & the national anthem
- PhD students - citation and scrolls
- Gowns for academics

UET provided their views on those queries and gave feedback on the proposal and highlighted any areas of concern. AP & JF would make the necessary changes and this would be reviewed at the next ULT meeting on the 7 July.

 GraduationApproach_ 2020-21_v4.pdf

Present: Amanda Procter, Jacky Mack, Jo Freeman

4. Pakistan Partnership Proposal and Due Diligence Report

Approval

Alastair Morrison

AM joined the meeting to give an overview on the Pakistan Partnership proposal:

- this was a long term strategic relationship
- at this stage this was a non-binding proposal to frame the conversation
- this was about funding for their Masters/PhD students and vocational training
- long term this was about BU helping them develop their university in Pakistan

AM added that the understanding was that the MoU was the first step in the relationship but would need to be followed up with a legally binding document which would set up the details of the proposal.

JA commented that the two key concerns highlighted by the Legal team were in terms of:


- trademark protection in Pakistan
- human rights/equality


UET agreed that in principal they were supportive of the proposal but there were a few steps before they could made a final decision:

- due diligence report would have to be expanded as discussed
- legal advice would be needed
- consideration at ULT meeting next week

UET also agreed to review the final proposal and documents at the UET meeting next week.

 Bournemouth MoIB MOU 21 5 2021_BU 15 06 2021.pdf

 Pakistan Partnership Proposal.pdf

 MoIB_LettertoBU_June2021.pdf

 Pakistan Due Diligence Report.pdf

Present: Alastair Morrison

5. Contract Signing Policy and Procedures

Discussion

Jane Forster/Jim Andrews

JFo noted that this was a link in the Financial Regulations and the process which should have formally been approved by ULT in 2020.

UET agreed this should come back to UET meeting next week for formal approval but a wider review and discussion would be needed with ULT and suggested September time.

JFo would go back to Deborah Wakely accordingly.

6. Standing item: OfS and Government Reporting

Discussion

Chair

- Reportable events update
- Regulatory reporting tracker

Nothing new to report.

7. Future Meetings and Items


Note

Chair

- ULT agenda - 7 July 2021
- ULT agenda - 21 July 2021

Both agendas noted.

 EULT agenda - 7 July 2021.pdf

 EULT meeting - 21 July 2021.pdf

8. AOB

- DR advised UET that we had been served notice by the Unions to undertake a health inspection around mental health. Karen Butters was collaborating with the Unions on this.
- JA updated UET on the IT Mandatory training - there were still a significant number of staff which hadn't complied and this was being closely monitored
- TMB/JFo had met to discuss digital poverty in students and hardship funds.
- The 'SONIA transition' paper was circulated on 30 June to UET for consideration prior to Board submission for the 9 July meeting.

