

# UET meeting

Tue 01 November 2022, 10:00 - 12:00

Teams/Committee room

## Attendees

### UET members

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

### In attendance

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

Keith Phalp, Christos Gatzidis, Kathy Hodder, Elpida Fragkouli, Geli Roushan, Jules Forrest, Colleen Harding (Present at: 3),

Deborah Wakely (Present at: 4), Christina Pizot (Minute taking)

### Apologies

Susie Reynell

## Meeting minutes

### 1. Minutes and Matters arising from the previous meeting held on 18 October 2022

Approval  
Chair

#### Minutes

The minutes of the previous meeting were approved with one small correction to item 3.

#### Matters arising

JA updated UET on the latest SUBU financial status.

### 2. Finance discussion

Sarah Hutchings

Present: Sarah Hutchings

#### 2.1. Cash flow update

Information

SH joined the meeting to give the latest cashflow position. SH noted that the cash flow forecast was prepared last week but not circulated. There were some timing differences with movements between October- December but the only movement impacting the year end cash balance forecast was improvement due to a reduction in the non-pay expenditure carried over from 2021/22 following a review of all outstanding accruals.

Other comments noted were:

-fee income and instalments were running ahead of what we had forecasted

-pay and non-pay in the month of October looked to be running behind but this would be due to timing difference

-Estates & IT spend were running ahead of what was forecasted but again this could be due to a timing difference

##### 2.1.1. Management Accounts - September 2022 update

Information

SH noted that these were an early view as things had moved on. These would be reviewed at the next ULT meeting on the 2 November.

#### 2.2. Bids for approval

Approval

RED ID: 13374 – “HealthTech Research Centre”, NIHR – Huseyin Dogan

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UET were content to approve the above bid going forward.

### 2.3. OfS Capital Grant

UET noted the decision regarding the OfS Capital funding allocation for the financial years 2022-23 to 2024-25 which was no funding for 3 years.

UET agreed that we needed to prioritise the areas which had originally put the bids in and ask them to come back and comment on what they perceived was essential for student experience.

Once SH got these responses back, these would be shared with UET and be discussed further at the UET discussion meeting on the 15 November before being reviewed at the ULT meeting on the 23 November.

## 3. Student Experience Review - FST

### Attendees:

- Keith Phalp
- Christos Gatzidis
- Kathy Hodder
- Elpida Fragkouli
- Geli Roushan
- Jules Forrest
- Colleen Harding

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The above people joined the meeting to discuss the data around the AMERS at programme and department level for the *Medical Science* course. UET wanted to get a better understanding of the faculty's analysis of the issues over the last year and how these can be remedied going forward:

-KPh explained that this course was part of a collaboration with HSS which did not deliver as they had expected.

Changes had to be made to some of the units and the programme, in the first run of the cohort.

-CG noted that the course had been reviewed in the spring. They were still talking to HSS about potential collaboration around this area. There had been some issues but they were still keen on cross-departmental collaboration, and admitted that the framework which supported that collaboration needed to be revisited.

-KH reviewed the different units and mentioned that they had improved on the units' options for level 6 and had put some additional activities during induction week. In addition, a new course design and content had been validated.

-CH reflected and commented on the cross- faculty experience and how this could be improved going forward

Next steps discussed were:

- more work to be done on the AMERS
- creation of the material for the new units which form part of the re-validated course
- additional plans for the workforce panels for the resourcing
- access to the human tissue licence

JFo noted that student support and personal tutoring had not been mentioned which was an important area. KH noted that the level 6 cohort was such a small size that they had heavily relied on the programme leaders for support but there were also personal tutors assigned as per the guidance.

UET commented that as a matter of urgency, it was important to evaluate the actions which can be done this year which would have an impact and make sure these were reflected in the AMERs.

UET agreed that this needed to be reviewed again before the NSS results came out around January/February time next year.

Present: Keith Phalp, Christos Gatzidis, Kathy Hodder, Elpida Fragkouli, Geli Roushan, Jules Forrest, Colleen Harding

## 4. Standing item: Board and sub-committee preparation

- Board agenda - 25 November 2022

DW joined the meeting to review the latest draft agenda for the Board meeting on the 25 November:

3.1 - JV confirmed that no extra finance paper would be needed, and the areas highlighted would be covered in the VC update.

DW would make the necessary amend and circulate the draft for approval by the Chair of the Board.

UET also discussed the arrangements for the Board dinner on the 24 November.

Present: Deborah Wakely

## 5. Standing item: OfS and Government Reporting

Discussion

- Reportable events update

Chair

No new reports noted.

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## 6. Future Meetings and Items

Note

- EULT agenda - 2 November
- EULT half away day - 23 November

Chair

UET noted the agendas.

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## 7. AOB

Chair

- UET reviewed the UET leave planner for 2023 (April & August/September)
- The following bids were reviewed and approved electronically on 8 November 2022:

*-RED ID: 13241 – “Exploring the feasibility of using neuromuscular electrical stimulation for lower limb weakness early after stroke”, NIHR RfPB – PI Kathryn Collins*

*-RED ID: 13284 – “Freight as a Service for the NHS (FaaS NHS)”, NIHR – Janet Dickinson-RED ID: 13369 – “Counterling Cyber And hybrid Attacks (CICADA)” - Horizon Europe – Cagatay Yucel*

*-RED ID: 13289 – “Digital Twin and Society Transition”, EC Horizon Europe MSCA – Prof Jian Chang*

*-RED ID: 13375 – “CPD Courses in Crisis and Disaster Management”, Oman Airports Management Company – Richard Gordon*