

UET meeting

Tue 05 March 2024, 10:00 - 13:00

Committee Room

Attendees

Board members

John Vinney, Jim Andrews, Keith Phalp, Karen Parker, Shelley Thompson, Susie Reynell (Finance Director), Sarah Bate

In attendance

Julie Kerr, Jane Forster

Meeting minutes

1. Minutes and Matters arising from the previous meeting

Approval

Apologies: Susie

Chair

The minutes of the meeting held on 27 February 2024 were approved as being an accurate record of the meeting and there were no matters arising.

The Action Log was noted.

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

 [UET actions after 27th Feb meeting.pdf](#)

 [Minutes_UET meeting_270224.pdf](#)

2. Finance discussion

Judi Roberts

Judi joined the meeting.

2.1. Cash flow update

Information

REDACT

[Redacted]

[Redacted]

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 [UET - Weekly Cashflow Forecast Narrative w-e 1 March 2024.pdf](#)

 [UET - Weekly Cashflow Forecast w-c 4 March 2024.pdf](#)

2.2. Bids for approval

There was 1 pre-award proposal (RED 14011) and 1 awarded subject to contract (RED 14133) proposal. The pre-award RED14011 was approved and RED 141133 was approved subject to further clarification.

REDACT

RED 14011: Heidi Singleton

*A co-designed, partially immersive, distraction intervention ('Igloo Chillout') for children (4-8 years) with moderate-to-severe atopic eczema: acceptability, satisfaction and implementability - **approved***

RED 141133: Michele Board

*Time for Dementia programme - Rollout at the University of Bournemouth - **approved in principle***

 Narrative for UET meeting 5 March 24.pdf

2.3. Budget First Cut 2024/25

Judi

REDACT

The first cut of the budget shows a £17m drop versus the original 24/25 planned income. The actual drop against that original plan is closer to £21m.

 First Cut - 1st March 2024 - 202425 Model.pdf

3. Theme: RKE

Kate Welham joined the meeting and presented the paper:

3.1. REF steering group update

Kate Welham

Nominations for REF2029 People Culture and Environment National Pilot 2024

- Recommend that BU does not put itself forward to participate in this pilot
- Recommend that BU aspires to have made academic/research professional nominations to all PCE Pilot UOA/Institutional Statement Panels.
- Recommend a continued commitment from UET that any BU academic or professional services colleague appointed to the REF2029 PCE Pilot will have their workload appropriately supported and recognised.

All were approved.

Institutional approach to REF2029 Panel Membership

Recommend to UET that an Institutional approach to support REF panel membership is adopted. It was

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4.3. Faculty reportable events

To consider any new or emerging matters in the faculties that may need to be considered as potential reportable events

No new reportable events were highlighted.

REDACT [Redacted text]

5. Standing item: reportable events

Discussion

Anand, Deborah, Sara, Phil and Jacky all joined on Teams

Chair

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- 📄 UET report NMC monitoring visit Feb 2024 final.pdf
- 📄 Appendix 2 - ESFA Report Update - Bournemouth University.Feb 24.v1.Final.pdf

6. Break

7. Items for approval or note

7.1. ARG papers for 15th March

7.1.1. ARG Risk Register

Paper approved to go to ARG

- 📄 2024-03 ARG Risk Register Final.pdf

7.1.2. ARG - Value for Money

Paper approved to go to ARG

- 📄 Appendix 1 Value for Money Plan - Interim Report Mar 24 vUET.pdf
- 📄 VFM Progress Report - 202324 - vUET.pdf

7.1.3. ARG - CLAC

Paper approved to go to ARG

- 📄 CLAC terms of reference Sept 23 update.pdf
- 📄 19a Annual Report Licensed Activity ja & as comments.pdf

7.1.4. ARG - Apprenticeships Update

Paper approved to go to ARG

- 📄 Appendix 2 - ESFA Report Update - Bournemouth University.Feb 24.v1.Final.pdf
- 📄 Degree Apprenticeships update to ARG.Mar 24 v2.FINAL.pdf

7.2. AECC Change of Name

REDACT

- 📄 [REDACT] name change draft consultaiton response Feb 24 KP edits.pdf

7.3. Draft Bursary Paper

Approach confirmed in principle but approval will be subject to confirming the actual cost of supporting bursaries.

ACTION: KPh to follow up.

- 📄 Draft Bursary Paper for UET Feb 2024.pdf

7.4. Committee updates

Keith Phalp

7.4.1. Sustainability committee

Noted.

 UET meeting Cover Sheet for committee updates - SC 230124.pdf

7.4.2. CLAC Minutes

Noted.

 Unconfirmed_Minutes_Compliance & Licensed Activities Committee_070224.pdf

8. Future Meetings

Note

Chair

8.1. UET meetings

Discussion

Deans to attend on 12th and 19th March and weekly for the time being. Student Experience slot to be used for Deans on 12th March.

Strategic Narratives to be discussed on 26th March.

 UET 19th March 2024.pdf

 UET 12th March 2024.pdf

 UET 26th March 2024.pdf

8.2. ULT 12th March

Discussion

As discussed previously.

 ULT agenda 12th March 2024.pdf

8.3. SVEC 13th March

Discussion

Noted. ST to chair.

Shelley

9. AOB

Chair

9.1. Schools Event

ST reported that the schools event had gone very well and had received a lot of positive feedback, both from internal and external participants, and a lot was learned on both sides.

Invitations have been received for a return visit to some schools/FE and these will be accepted.

ST to send out thank yous to all involved and to arrange further events.

9.1.1. Financial planning

REDACT

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- JW to be invited to UET on 12 March to discuss comms to staff and students. Jacky Mack and Joe Evans to also be asked to attend.