

# UET meeting

Tue 10 January 2023, 10:00 - 12:00

Committee room/Teams

## Attendees

### UET members

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

### In attendance

Jane Forster, Sarah Hutchings (Present at: 2), Lois Farquharson (Present at: 3), Philip Sewell & Jacky Mack (Present at: 4)

## Meeting minutes

### 1. Minutes and Matters arising from the previous meeting held on 13 December 2022


Approval  
Chair

#### Minutes

The minutes from the previous meeting were approved with no further comments or redactions.

#### Matters arising

None noted.

 Minutes\_UET meeting\_131222.pdf

### 2. Finance discussion

Susie Reynell

Present: Sarah Hutchings

#### 2.1. Cash flow update

Information  
Sarah Hutchings

SH joined the meeting to review our latest cashflow position. SH noted that there was not a huge amount of movement this week as the forecast had not yet been applied.

The only key movement this week was a slight adjustment noted on the RDS Research income forecast which had not reduced overall for the year - this was a timing difference.

SH added that the figures did not yet reflect the Management Accounts forecast due to late agreement of the final changes, but this would be applied and ready for next week.

#### 2.2. Bids for approval

Approval  
Susie Reynell

SR was content with the above bid from a financial point of view. On that basis, UET approved the bid going forward.

SR advised UET that a bid which had previously been approved at UET in April 2022 had since changed in terms of the recovery rate at the time of submission. UET agreed that the process for any such bids would be to come back to UET for consideration before final submission.

 Narrative RED 13435.pdf

#### 2.3. Budget and financial process

Discussion  
Sarah Hutchings

UET reviewed the the 2023/2024 budget planning proposed process. SH noted that we were looking at starting the business planning process and this was a high level timeline of what was initially being proposed in order to agree the assumptions.

This was a starting point which would need to be revisited when we had the final student number model. SR added that the challenge would be the piece of work around the establishment and what we decided to model in terms of pay increase, and accommodate this within the budget. In addition, the challenge would be around inflation and pay, and the impact on individual areas.

UET reviewed the best approach to discuss this timeline with ULT on the 25 January meeting. SR noted that she would give a verbal update at the ULT meeting tomorrow and focus on the importance for the teams to provide their SWOT analysis. UET agreed that these individual analysis would need to be reviewed further at UET level.

### 3. Renewal report of the 'Association to Advance Collegiate Schools of Business' (AACSB) accreditation

LF joined the meeting to give UET an update on the AACSB continuous improvement review progress. LF noted that AACSB's mission was very much about engagement, innovation and impact in business education which BUBS had been working on for the last 5 years. The main focus was on continuous improvement.

LF reviewed the strategy plan that linked back to BU2025, and the fundamentals and timelines:

- this was a five year review cycle
- BUBS would need to submit the report by 19 January 2023
- the panel visit was planned for March 2023 and this would be when the preliminary decision would be made
- BUBS strategic planning & development was a three stage strategy: stage 1 - Transformation; stage 2 - Connectivity; stage 3 - Agility

UET were supportive of the process and the strategy plan. LF would give UET a progress review update going forward.

Present: Lois Farquharson

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### 4. Standing item: OfS and Government Reporting

Discussion  
Chair

- Reportable events update

No new reports noted.

[REDACTED]

- [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

 UET Update - 10 Jan 23.pdf

Present: Philip Sewell & Jacky Mack

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### 5. Future Meetings and Items

Note  
Chair

-ULT meeting and Continuation workshop agenda - 11 January 2023

Noted by UET.

 EULT workshop - 11 Jan 23.pdf

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### 6. AOB

Chair

- Accommodation - JA reviewed with UET the 'planning tool for supply and demand'. This was based on all the providers BU currently had agreements in place with and how many beds BU had on contract. UET would need to consider if this should be submitted at FRC and Board level. In principle, UET agreed for a business case to be submitted to take this forward.