UET meeting

Tue 24 October 2023, 10:00 - 13:00

Committee Room, Poole House

Attendees

Board members

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

In attendance

Julie Kerr, Jane Forster

Apologies from Jim and Karen

Meeting minutes

1. Minutes and Matters arising from the previous meeting

Approval

Chair

The minutes of the meeting held on 17th October 2023 were approved as an accurate record of the meeting. There were no matters arising.

Some redactions required before publication.

The action log was noted.
Action list: https://livebournemouthac.sharepoint.com/sites/UETPrivate/Lists/UET%20Actions/AllItems.aspx

📄 action log after UET 17th October 2023.pdf
📄 Minutes_UET meeting_171023.pdf

2. Finance discussion

Susie Reynell

2.1. Cash flow update

Information

Susie Reynell

REDACT The cash flow trend continues as previously reported and is still ahead of budget.

📄 UET - Weekly Cashflow Forecast Narrative w-e 20 October 2023.pdf
📄 UET - Weekly Cashflow Forecast w-c 23 October 2023.pdf

2.2. Budget update

[REDACTED]

    [REDACTED]
    [REDACTED]
    [REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

    [REDACTED]
    [REDACTED]
    [REDACTED]

SR: Training on budgeting and finances required in general required across Faculties and Professional Services.

📄 Recut Budget - by area.pdf

2.3. Bids for approval

There were 5 pre-award proposals and no post-award proposals.

RED ID	13843	BU PI	Laura Renshaw-Vuillier
Project Title	Designing urban environments for mental health in Africa		
RED ID	13854	BU PI	Mel Hughes
Project Title	Shaping our lives - developing research partnerships with young disabled adults		
RED ID	13903	BU PI	Marcin Budka
Project Title	Generative AI driven marketing campaign customisation tool		
RED ID	13949	BU PI	Yi Huang – Prem Sagar
Project Title	Sustainable and low carbon manufacturing of novel magnesium-based hybrid nanocomposite materials utilizing Industrial Waste for Green Transport Solutions		
RED ID	13945	BU PI	Muntadher Sallal
Project Title	RAMSOT: Automated Risk Assessment Framework for Defence Environments		

All 5 bids can go forward to the next stage.

📄 Narrative for UET meeting 24.10.23.pdf

2.4. Pensions Update

██
██
██
███

██
██
██
██
███████████████████████████████████████

███████

- SR to set up a Pensions Working Group to include a representative cross-section of staff, trades unions and PTHP.
- SR to submit paper to FRC.

📄 Bournemouth University - Pensions Cost Benefit Analysis October 2023.pdf
📄 University Executive Team Paper 18 Oct 2023 - Pension Update.pdf

3. Doctoral College Annual Report

Julia and Fiona joined the meeting and presented the Annual Report of the Doctoral College.

The report gave a high level overview of the work carried out by the Doctoral College, an overview and commentary on statistics and performance related to PGR monitoring and progression, and a summary of the Doctoral College governance structures.

It was noted that with effect from 2023-24 the report will align more closely with the reporting in place for UG and PGT, in preparation for REF 2028 and to address the OfS Quality and Standards Conditions.

REDACT

██████████████████████████████████████

- ███
- ██
  ██████████████████████████
- ███
- ██████████████████████████████████████

- BU's increasing proportion of female PGRs demonstrates our commitment to tackling gender equality in Higher Education, as recognised through our commitment to Athena SWAN
- 95% of viva voce examinations were awarded subject to no corrections, corrections or amendments
- The new PGR Culture and Community Grant supported 8 PGR-led initiatives
- 24 BU academics have now been awarded Recognised Research Supervisor status by UKCGE
- 96% of attendees found the Researcher Development Programme workshops relevant and useful.

It is important to note that some trends for PGRs statistics have declined in the last three years, mainly due to the impact of the pandemic: the closure of university laboratories and buildings, and the international travel restrictions, were all conditions which influenced PGRs' research design and plans. In FHSS, many PGRs were required to prioritise their work in the NHS and interrupted their studies. In accordance with the university's "no detriment" policy towards students, the university supported PGRs through approval of deadline extension requests. ███
██
██
██████████████████████████████████████

██
██
██
███

██
███

- ██
- ██
  ██████████████████
- ███
  ████████████
- ██ ████████████████████████
  ████████████████████
- ██
  ██
  ███████████████████████
- ██
  ████████████████████████████████████
- ███
  ██
- ██
  ██

████████████████ be given to:

- measures that can be put in place to assure quality of delivery for PGRs - OfS reporting, B3 conditions, graduate outcomes.
- monitoring PGR quality through a system such as AMERs
- defining what is good performance - pockets of good practice but not consistent across the board
- defining what is good progress
- data - more data and better use of data once it is available - enabling missed milestones to be visible
- shifting the culture to place more value onto PGRs and their completion.
- integrating PTHP teaching by PGRs in a clearer, more controlled way as it forms part of the PGRs integration into work. It should not detract from the completion of their studies.
- ██
  ██
  ███

- ██
  ██
  ████████████

- FK/JT to look at the following to improve student numbers:
  - Commonwealth scheme
  - external funding - crucial - even if have to pay to join frameworks
  - Marketing key areas of research interest
  - Working with the Faculties to find creative and imaginative ways to target PGs
  - International partnerships - trying to get on the list of governments wanting to place students abroad.

The Studentship competition was launched on 23rd October and is open until just before Christmas. There should also be at least 2 funded through ESRC. Should be announcing in March 24.

ACTIONS

- KPh - Look at inviting DDs with responsibility for PGRs to ASEC to discuss the data a couple of times a year.
- Budget numbers for PGRs exist - KPh to confirm who is responsible for making sure these are reached in each Faculty
- SR to ensure FK/JT receive the data reports from Prime and that Prime is linked up with the doctoral college and the Faculties for a more joined-up approach.

🅟 Doctoral College Annual Report 2022-23 ASEC.pdf

4. Items for approval or note

4.1. SQS papers for 3rd November

The papers were approved. A new format of the KPI report is being work on and is a work in progress

ACTION:

SR to verify that the figures on student numbers are correct and that the data cut-off dates are clear as the figures shown don't currently match up.

🅟 2023.11 SQS KPI report.pdf

Discussion

4.2. Apprenticeship contract

This was approved.

REDACT

██

████████████

- ██
  ███████████████████████████████████████
  ██
  ██████████████

- ██
  ████████████████████████████████████

- ██
  ████████████████████████████

ACTION: PS to work with SR to ensure that the wording for the ARG report is appropriate .

🅟 Contract_Issue_30459-603_Bournemouth_Universi.pdf

Phil Sewell (Teams)

5. Standing item: reportable events

Reportable events update
There were no reportable events for discussion.

6. Future Meetings

6.1. Preparation for ULT on 1st November

An opportunity for ULT to discuss the following:

- business planning
- future strategy including academic character
- sustainability
- Portfolio review, simplification and optimisation
- New apprenticeships
- Funding PGRs.
- Horizon scanning

6.2. UET agendas

Approved

📄 UET agenda 31st October 23.pdf
📄 ULT agenda 1st November.pdf

7. AOB

7.1. Cybil

ST reported that data collection starts this week through to December. BU has signed up to the University Mental Health Charter and the process of self-assessment is now underway to achieve accreditation. ST looking to involve SUBU in the process.

ST to bring back the scope of works to UET in early December.

7.2. Chair of Athena Swann

JV to update UET on thoughts on the Chair for Athena Swan - extension means that still a year away.

7.3. SQS slides

KPh to forward slides to UET