

# UET meeting

Tue 07 May 2024, 10:00 - 13:00

Committee Room, Poole House

## 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

### Visitors:

Phil Sewell (on Teams) and Jacky Mack: Apprenticeships Update

Sara, Anand, Phil and Jacky: NMC Preparation Update

## Meeting minutes

### 1. Minutes and Matters arising from the previous meeting

Approval


The minutes of the meeting held on 30th April 2024 were approved as being an accurate record of the meeting and there were no matters arising.

Chair

The action log was noted.

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

 UET actions 30th April 2024.pdf

 Minutes\_UET meeting\_300424.pdf

### 2. Finance discussion

Susie Reynell

#### 2.1. Cash flow update

Information

- There has been very little change to cash flow since last week.
- SLC receipts are in.

Susie Reynell

#### REDACT

- [REDACTED]
- [REDACTED]

[REDACTED]

 UET - Weekly Cashflow Forecast Narrative w-e 03 May 2024.pdf

 UET - Weekly Cashflow Forecast w-c 6 May 2024.pdf

#### 2.2. Bids for approval

Approval

There are 2 bids for consideration.

Susie Reynell

RED: 13817 - Favment: fruit and vegetable consumption for mental health: a randomised controlled trial:



- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

SR asked for confirmation that a line had now been drawn for 24/25 and that workload planning can go ahead accordingly and budget envelopes issued. This was confirmed.

Other planning

- Now at a point where the budget is close to being finalised and budget envelopes are being issued based on VSS approvals.

**REDACT**

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

**ACTIONS:**

- *Judi to check why the cost of pay and progression is twice as much as last year. Need to be sure what is needed before let the process run*

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## 4. Faculty performance

Executive Deans And Judi

This item was cancelled.

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## 5. Apprenticeship update

Phil Sewell (Teams)

**REDACT**

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 Degree Apprenticeships update to UET - 7 May 24 v2.Final.pdf  
 Progress Review Staffing Proposal for UET - Final.v1.pdf

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## 6. Break

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## 7. NMC preparation update

Sara, Anand, Phil And Jacky

Sara and Anand joined the meeting.

- Sara reported that she had a meeting with the Lead Reviewer on Friday of last week; the timetable has now been defined and housekeeping measures such as catering and taxis are all in place.
- They prefer to meet students and partners and haven't requested a meeting with UET - although Keith and Anand will be present for the 30 minute meeting to set the scene. It has been agreed that some students will be able to join online.

### REDACT

- [REDACTED]
- [REDACTED]
- [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
- They are happy with the documentation submitted and no additional information has been requested at this stage. The team worked hard over the Easter period to upload thousands of documents onto the system as required
- Primarily the validation has been done and they want to check that it is being implemented as expected.

### REDACT

- [REDACTED]
- [REDACTED] will not be known until the end of the week of the visit but each day at 6pm they will give feedback and request further documentation if necessary.
- **ACTION:** SW to provide bullet point list for KPh on key messages.
- There are no plans for them to visit Portsmouth- they will go to Bournemouth, Yeovil, Poole and St. Anne's.
- **ACTION:** Anand to discuss renaming of Portsmouth Midwifery with Jane W

### REDACT

- [REDACTED]

## 8. Department meeting: Rehabilitation and Sports Science

### Discussion

Anand, Sara, Susan and Joanna joined the meeting.

Anand, Sara And The  
Department Leadership Team

### REDACT

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## 9. Items for approval or note

### 9.1. Contextual Admissions (amended paper)

This was approved.

**REDACT:** [REDACTED]

**ACTION:** KPh to action.

 Amended UET contextual admissions paper Apr 2024.pdf


**Decision**

Keith Phalp

### 9.2. Student agreement

ST updated the meeting on the status of the Student agreement; this is now a 9 page document, down from a 32 page document. It is hoped that it is now in a size and in a written style that students will find easier to read. The paper was approved.

£350 expenditure on a student ambassador and some catering was approved.

 UET update on Student Agreement.pdf

**Discussion**

Shelley Thompson

## 10. Standing item: reportable events

Reportable events update

There were no new events reported.

**Discussion**

Chair

## 11. Future Meetings

- ULT on 15th May: to concentrate on budget and a review of the board workshop presentation
- Staff engagement session with Student Services on 7th May to be postponed until July.
- BUBS meeting on 7th May to be shortened to 45 minutes due to diary clashes.
- Provisional Professoriate away day: cancelled
- UET 14th May:
  - Deans to be invited to item on Faculty Performance
  - Department update from Midwifery and Nursing to be postponed.

 ULT 15th May 2024.pdf

 UET 14th May 2024.pdf

 UET 21st May 2024.pdf

**Note**

Chair

### 11.1. SQS Draft Agenda

Approved.

Update required on NMC and Forensics.

APP is the most important item on the agenda.

JV will be away for this meeting.

 Draft Agenda SQS 5 June 2024.pdf

### 11.2. FRC agenda

No changes proposed.

 FRC Agenda 14 June 2024.pdf

## 12. AOB

Chair

### 12.1. 7th European Regional Sigma Conference 2024

Promoting Global Nursing: Education, Research and Practice to meet tomorrow's health and care needs.

Invitations have not yet been received for this event. JV to attend if at all possible.

Event taking place on Wednesday 26 June to Friday 28 June 2024 in the Bournemouth Gateway Building.

### 12.2. Reportable Events discussions with Faculties

Shelley Thompson

ST reported that she had been doing more with Programme Leaders on reportable events and, as a result, we have had more visibility of forthcoming moderation visits with Sports and Sports Therapy.

### 12.3. Double payments by students

Susie Reynell

REDACT

[REDACTED]

### 12.4. Report of a hate crime

Jim Andrews

REDACT

[REDACTED]