



University Executive Board

Minutes of the meeting of 10 January 2024

Present: Professor Jane Norman (DVC and Chair), Professor Sube Banerjee (FPVC MHS), Professor Jon Garibaldi (Provost UNNC) via Teams, Dr Paul Greatrix (Registrar), Professor Jeremy Gregory (FPVC Arts and interim FPVC Social Sciences), David Hill (CDO), Jaspal Kaur (Director of Human Resources), Professor Sam Kingman (FPVC Engineering), Professor Katherine Linehan (PVC EDI and People), Professor Robert Mokaya (PVC GE), Margaret Monckton (CFO), Professor Tom Rodden (PVC RKE), Professor Sarah Speight (PVC ESE), Professor Zoe Wilson (FPVC Science).

Attending: Rowena Hall (Secretary), Associate Professor Andrew Nortcliffe (Faculty of Science), Ella Bramhall (Graduate Management Trainee), Nalayini Thambar (Director of Planning, Performance and Strategic Change) for minute 24.04, Alex Wright (Agile Working Lead) for minute 24.04, Jenny Vempati (Director of Internal Audit) for minute 24.05,

Apologies: Professor Shearer West (Vice-Chancellor), Professor Sarah Metcalfe (Provost UNM)

24.01 Welcome, Quoracy and Declarations of Interest

- .1 The Secretary confirmed that the meeting was quorate and there were no declarations of interest.
- .2 Professor Jon Garibaldi was welcomed to his first meeting as Provost UNNC.
- .3 Associate Professor Andrew Nortcliffe (Faculty of Science) and Ella Bramhall (Graduate Management Trainee) were welcomed to the meeting as observers.

24.02 Minutes of 5 December 2023 Meeting

The minutes of the meeting held on 5 December 2023 (UEB/24/05) were confirmed as a true record.

24.03 Action Log

- .1 The Action Log (UEB/24/05) was NOTED and it was AGREED that the following actions be closed:
 1. Action 23.97.8 Fees, Pricing and Financial Awards (PGR Scholarships Update) - the activity had been incorporated into the ongoing work.
 2. Action 23.102.10 Admissions 2023 Update and Impact – a communications approach would be part of the roll out of a programme to close low-recruiting programmes.
 3. Action 23.102.10 Admissions 2023 Update and Impact – regular meetings had been scheduled between the DVC, PVC GE and the Provost UNM to consider tri-campus issues.
- .2 Updates were provided for the following actions:
 - .1 Action 23.98.06 Digital Core Update - the development of a training plan remained under development.



- .2 Action 21.130.06 Timetabling for 2024 – a business case was under consideration by Digital Strategy Committee.

24.04 Agile Working Update and Next Steps

- .1 UEB RECEIVED paper UEB/24/02 from the Registrar which provided an update on the progress of the project and the details of approach for the first quarter of 2024.
- .2 UEB NOTED:
 - .1 The development of the agile working framework.
 - .2 The role of the programme as an enabler across the strategic portfolio.
 - .3 The need for close alignment with the emergent Reshaping the Estates programme.
 - .4 The framework was designed to ensure prioritisation was placed on the best working patterns to deliver performance outcomes and support the needs of students, colleagues and partners; with informal personal flexibility coming only after those needs were met.
- .3 UEB AGREED the direction of the agile working framework and NOTED the plans for further development and extended engagement period with management teams during the first quarter of 2024.
- .4 UEB further AGREED that the final framework and supporting materials should be approved via circulation to UEB.

24.05 Internal Audit Six Month Plan

- .1 UEB RECEIVED paper UEB/24/04 from the Director of Internal Audit which set out the latest version of the rolling six-month internal audit plan and included both audits linked to strategic risks and to core controls.
- .2 It was suggested that:
 - .1 A further discussion was required with the Deputy Registrar to understand whether the planned internal audit of '*Student visas – attendance monitoring*' remained the appropriate audit route or if specialist external scrutiny might be better.
 - .2 The framing of the proposed '*MHS regulatory assurance landscape*' audit should be considered further as the responsibility and ownership of the activities subject to the certain regulatory challenges referenced was wider than just the Faculty of Medicine and Health Sciences.
 - .3 Care should be taken to ensure minimal overlap between the planned internal audit of the governance of the change in approach and management of the risk of declining student satisfaction and the Audit and Risk Committee's planned session to consider how the undergraduate student experience risk should be mitigated.
- .3 UEB APPROVED the internal audit plan subject to the suggestions made during the discussion and RECOMMENDED it for consideration and approval by Audit and Risk Committee.

24.06 Roundtable

- .1 A vote of thanks was given to Professor Nick Miles by Professor Jon Garibaldi for the excellent support provided to him as he transitioned to the Provost UNNC role.



- .2 It was reported that funding of £5m had been pledged from the East Midlands Freeport to the first phase of a zero-carbon innovation centre, and the University had been successful in a large RPIF bid aligned to zero carbon activity.
- .3 A consultation had been launched by the Office for Students on new free speech complaints scheme. A targeted response would be prepared by the University on the areas of concern.
- .4 The PVC ESE confirmed that a candidate for the interim headteacher role for the University of Nottingham Maths School had been identified. The PVC had met the candidate and indicated support for their appointment to our partner trust - the East Midlands Education Trust. Two sites were under consideration for the location of the school. It was anticipated that more information would be known by Easter. Once the site had been confirmed, the DfE would release funding for the next stage of activity, including appointment of the interim head teacher. A memorandum of understanding with the East Midlands Education Trust was in development.
- .5 The PVC GE advised that the Department for Education had confirmed that Turing funding could be applied to study by UNUK students at UNNC or UNM.
- .6 UEB NOTED that the University's salary scale for early career researchers was below the skilled workers visa salary threshold level. This would likely impact the University's ability to recruit overseas early career researchers.

24.07 Meeting Feedback

- .1 Feedback on the meeting was provided by the Chief Digital Officer. The inclusive nature of the meeting was highlighted with all members having had opportunities to share their views. There had been a clear principle of collective responsibility threaded throughout.
- .2 It was NOTED by the Chief Digital Officer that UEB had responded in a timely way to the emergent financial challenges.