

University Executive Board

The University Executive Board (UEB) is the University's senior executive management body, chaired by the President and Vice-Chancellor. Members are the Senior Vice-President and Provost (Deputy Chair), the Senior Vice-President and Registrar & Secretary (Deputy Chair), the Vice-Presidents and Deputy Vice-Chancellors, the Pro-Vice-Chancellors and Executive Deans, and three of the Executive Divisional Directors of Professional Services (see list below).

UEB has responsibility for all aspects of the University strategy, operation and management within the authority delegated by Council.

Terms of Reference 2024-25

Purpose

1. The University Executive Board (UEB) is the senior executive management body of the University. Chaired by the President and Vice-Chancellor, its purpose is to support and advise the President and Vice-Chancellor in the performance of their duties as the University's Chief Executive Officer, within the delegation framework of the University.
2. It is responsible for developing and delivering the University Strategy (and its sub-strategies) and for the effective management of the University, including agreeing core University policies.

Developing and Delivering Strategy

3. To develop and deliver the University's Strategy, and its sub-strategies (Education and Student Experience, Research and Impact, Global Engagement, Business Engagement and Innovation, Cornwall, and Wellbeing, Culture and Inclusion) and other enabling strategies (Professional Services, Finance, People, Digital) for recommendation to Council.
4. To scrutinise and approve from the Strategic Investment Committee (SIC) recommendations for investment, five-year plans of Faculties and Professional Services alongside the annual delivery plan of investment projects and programmes, ensuring plans and budgets are consistent with the University's Planning Framework, and strategic priorities and targets. To recommend the University budget and five-year plans to Council.
5. On the recommendation of the SIC, to agree the University's Capital Strategy and Programme for recommendation to Council and to scrutinise all major capital expenditure proposals and recommend to Council those which pass the thresholds of delegated financial authority.
6. To understand and interpret the strategic environment in which the University operates, including disseminating information and consulting with the University about the strategic choices facing the University, and by identifying and responding to new external opportunities.
7. To receive strategic reports from members of UEB on issues relating to their delegated responsibilities and receive timely reports from the senior committees which they Chair (see Delegation Framework). To receive regular reports from Pro-Vice-Chancellors on issues relating to Faculty Strategies and relevant matters that arise at their Faculty Executive Boards as required.

Ensuring effective performance monitoring, risk management and assurance

- To ensure financial sustainability of the University.
- To monitor operating and financial performance and delivery against key performance indicators and implementation plans. This includes monitoring of admissions data; research awards, income and performance; business, commercial and philanthropic income and strategic partnerships; HR data; cyber security and IT; strategic projects.
- Consider an assessment of the institutional Risk Register and appropriate mitigation measures and receive internal audit reports at the request of Audit and Risk Committee.

- To consider red-rated risks identified through the due diligence process associated with the University's Partnership Principles and discuss final decision with Chair of Council.
- To monitor expenditure against strategic funds.
- To agree promotion criteria for recommendation to Senate and Council.
- Developing and ensuring effective implementation of University enabling strategies, policies and codes of practice, namely:
 - a) Finance
 - b) HR/Workforce planning
 - c) Digital
 - d) Environment and climate emergency
 - e) Communications
 - f) Equality, diversity and inclusion
 - g) Fundraising
- Via the Compliance Committee of UEB, ensuring that the University complies with the expectations of all relevant legislation and regulation.
- UEB has delegated the following matters to a sub-group of UEB members. These sub-groups will report to the UEB annually (or more frequency as required):
 - a) Academic Promotions (in accordance with Ordinance 18.3)
 - b) Professorial Salaries
 - c) Redundancy (in accordance with Ordinance 34).

Membership

President and Vice-Chancellor [Chair]

Senior Vice-President and Provost [Deputy Chair]

Senior Vice-President & Registrar and Secretary [Deputy Chair in the absence of the Provost]

Deputy Vice-Chancellor (Business Engagement and Innovation)

Vice-President and Deputy Vice-Chancellor (Education and Student Experience)

Vice-President and Deputy Vice-Chancellor (Global Engagement)

Vice-President and Deputy Vice-Chancellor (People and Culture)

Vice-President and Deputy Vice-Chancellor (Research and Impact)

Vice-President and Deputy Vice-Chancellor (Cornwall)

Pro-Vice-Chancellor and Executive Dean, Faculty of Environment, Science and Economy

Pro-Vice-Chancellor and Executive Dean, Faculty of Health and Life Sciences

Pro-Vice-Chancellor and Executive Dean, Faculty of Humanities, Arts and Social Sciences

Chief Financial Officer and Executive Divisional Director Finance, Infrastructure and Commercial Services

Executive Divisional Director of External Engagement and Global

Deputy Registrar and Executive Divisional Director of Human Resources

In attendance:

Divisional Director of Education and Academic Experience

Head of the President and Vice-Chancellor's Office

The University Executive Board is supported by the Executive Support team and meets on a fortnightly basis (alternate Thursday mornings) during academic term-time and at other times as required. It also meets for a number of strategic away days each year as required.