

**MINUTES OF THE MEETING OF THE UNIVERSITY EXECUTIVE BOARD HELD ON MONDAY 2  
FEBRUARY 2026 IN ROOM J1.15 HARROW CAMPUS AND VIA MICROSOFT TEAMS**

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PRESENT:	Professor P Bonfield (Chair) Professor D Anand Professor C Dormor Professor C Kalantaridis	Professor A Linn Professor C O'Connor K Patel I Wilmot (Deputy Chair)
IN ATTENDANCE:	T Delaitre (Minute 25.120) K Fitzpatrick (Minute 25.120) J Lamarque (Secretary)	C Peterson (Minute 25.119) D Stubbs (Minute 25.118)
APOLOGIES:		

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**25.116 ANNOUNCEMENTS**

- 25.116.1 **Welcome:** The Chair welcomed all members and attendees to the meeting.
- 25.116.2 **Apologies:** All members attended the meeting and there were no apologies.
- 25.116.3 **Declaration of interests:** Members did not declare any conflict of interest for the matters on the agenda.
- 25.116.4 **Requests to discuss starred items and business not on the agenda:** The Chair confirmed there were no requests to discuss starred items or items of business not on the agenda.
- 25.116.5 **Chair's business:** The Chair introduced the meeting agenda and spoke briefly about a recent meeting with other Vice-Chancellors.
- 25.116.6 Members received an update on the recent launch of the Clinical Simulation Suite at the Cavendish Campus and the newly re-named College of Creative Arts and Technologies.
- 25.116.7 The Deputy Vice-Chancellor (DVC) for Global Engagement and Employability informed members that he is now Co-Chair of the UK DVC Network.

**25.117 STAYING SAFE: BUSINESS CONTINUITY GROUP UPDATE**

- 25.117.1 The University Secretary and Chief Operating Officer/Co-Chair, Staying Safe: Business Continuity Group informed members that there were no updates since the last UEB meeting on 20 January 2026.

**25.118 UG, PG (INCLUDING PGR AND PG MODULE FEES) AND OTHER FEE PROPOSALS 2027-28**

- 25.118.1 David Stubbs, Director of Finance and Commercial Services (Director of Finance) presented the undergraduate (UG), postgraduate (PG) (including PG research and PG module fees) and other fee proposals for 2027-28.
- 25.118.2 The Director of Finance reported that he established a Working Group to review the fees, and this group would continue into next year, monitoring for any further updates from the Department of Education.
- 25.118.3 The Director of Finance outlined the proposed fee changes.
- 25.118.4 Members discussed English support, progression discounts, scholarships and price bands for Postgraduate fees. The Director of Finance confirmed that the Fees Working Group will

continue to work on price bands and costs of key support mechanisms, being mindful of the sector levy expected in 2028.

25.118.5 **AGREED** Members recommend the UG, PG (including PG research and PG module fees) and other fee proposals 2027-28 to Resources Committee.

25.118.5.1 **ACTION DVC (Education)** to lead a review of pre-sessional and in-session English support.

## 25.119 **EQUALITY, DIVERSITY AND INCLUSION (EDI) ANNUAL REPORT 2024-25**

25.119.1 Dibyesh Anand, DVC (Global Engagement and Employability)/Co-Chair, EDI Committee and Clare Peterson, EDI Manager presented the EDI annual report for 2024-25 (Document UEB 260202B).

25.119.2 The EDI Manager informed members that the annual report covers the period from January 2025 to July 2025 to bring it in line with the wider university reporting cycle and that this report is the final report against the previous EDI Strategy.

25.119.3 The EDI Manager reported on research, extended leadership and accelerator programmes, progress against the UN Sustainable Development Goals and the University Mental Health Charter.

25.119.4 The Co-Chair, EDI Committee reported on funding of the EDI programme and ethnicity and gender pay gaps.

25.119.5 Members discussed monitoring the internal recruitment policy and practice and considering development of more ambitious programmes.

25.119.5.1 **ACTION Co-Chair, EDI Committee** to report on the outcomes of the internal recruitment plan since October 2025.

25.119.5.2 **ACTION Co-Chair, EDI Committee and the Head of College (Liberal Arts and Sciences)** to work together on Athena Swan activities.

25.119.6 Members discussed gender and ethnic banding below Professor level.

25.119.7 **AGREED** Members recommend the EDI Annual Report 2024-25 to Resources Committee.

## 25.120 **CYBER SECURITY**

25.120.1 Kim Fitzpatrick, Director of Information Systems and Support (ISS) and Thierry Delaitre, Head of ICT Developments (ICTD) presented an update on cyber security.

25.120.2 The Head of ICTD reported on general cyber threats such as voice phishing and supply chain attacks, noting that colleagues in ISS are working with the UWSU to remind students not to share their details with third parties and will work with the Department of People, Culture and Wellbeing on cyber security training.

25.120.3 The Head of ICTD also reported on the cyber security dashboard, the security plan for 2025-26 and the digital environment.

25.120.4 In response to a member's query on the retainers used, the Head of ICTD confirmed that they provide a range of services such as forensic analysis, containment and training.

25.120.5 Members discussed phishing notifications and exercises, Cyber Essentials and guidance for colleagues.

**25.121 STUDENT CONTINUATION UPDATE**

- 25.121.1 The DVC (Education) reported that the focus at the Portfolio Planning Committee meeting on 3 February 2026 will be B3 accreditation. She explained that the Director of Strategy, Planning and Performance is working on the data sets, and there is a delay on Semester 1 submission rates.
- 25.121.2 Members noted that student attendance is lower than at this time last year and discussed the low attendance rates across the sector and the reasons for this.
- 25.121.3 Members heard that the DVC (Education) has asked Associate Heads of Colleges to work with their teams to put in extra support for students.
- 25.121.4 The DVC (Education) reported that students living on campus often travel home to work and proposed that the University should consider how to establish expectations in the first five to six weeks of the next academic year to establish good habits. Members noted that the University will launch an attendance campaign next year.
- 25.121.5 Members heard that post-Covid, attendance has dropped as the University is admitting cohorts who had not been attending school or college.

**25.122 MINUTES OF THE PREVIOUS MEETING, ACTIONS AND MATTERS ARISING**

- 25.122.1 **APPROVED** Members confirmed that the minutes of the meeting held on 20 January 2026 (Document UEB 260202C) are an accurate record.
- 25.122.2 Members noted an update on actions and matters arising from previous meetings (Document UEB 260202D).

**25.123 ANY OTHER BUSINESS**

- 25.123.1 Members did not raise any other items of business.

**25.124 MANAGEMENT ACCOUNTS – DECEMBER 2025**

- 25.124.1 Members received the Management Accounts for December 2025 (Document UEB 260202E).

**25.125 DATES OF FUTURE MEETINGS**

17 February 2026	9 June 2026
17 March 2026	23 June 2026
31 March 2026	6 July 2026 – UEB dinner
20 April – UEB dinner	7 July 2026 UEB away day
21 April – UEB meeting and away day	28 July 2026
12 May 2026	11 August 2026
26 May 2026	

Regular meetings are 10.30am to 12.30pm (unless alternative time stated above) in Room RS109, Regent Street and via Microsoft Teams.