
University Executive Board

Terms of Reference



Purpose

The Vice-Chancellor has established the University Executive Board (UEB). UEB is responsible for University strategy, operation and management and for advising the Vice-Chancellor on the exercise of their functions and responsibilities.

Scope

UEB is the primary executive decision-making body of the University with responsibilities which include:

1. The development, review and oversight of implementation of the University's strategy and plans, as well as immediate business priorities.
2. Assessing the implications of the external strategic environment - including government policy, HE sector developments and new legislative and regulatory requirements - and considering appropriate actions in respect of opportunities, risks and issues facing the University.
3. The management, resourcing, organisational structure and culture of the University ensuring that the operational management of the University (including the academic, corporate, financial, physical estate, digital estate and human resources aspects) is performed safely, efficiently and effectively.
4. Considering substantive reports to be presented to the Board of Governors and its committees.
5. Considering periodic reports from UEB sub-groups, and other management or academic committees where relevant.

In addition to the student interest, UEB will ensure active consideration of equality, diversity, inclusion and environmental sustainability in the conduct of its business.

Membership

- Vice-Chancellor (Chair)
- Deputy Vice-Chancellor
- Chief Financial Officer
- Director of Human Resources
- Pro Vice-Chancellor (Partnership Strategy)
- University Secretary
- Vice-Provost

To meet evolving business needs, the membership of UEB may be amended at the Vice-Chancellor's discretion.

Officer

Provided by the Chancelry Administration Team.

Reporting

UEB advises the Vice-Chancellor directly. All items of business should be submitted through, and with the support of, the sponsoring member of UEB.

Frequency and Mode

Fortnightly, or at such other frequency determined by the Vice-Chancellor. UEB meetings shall normally be held in person.

Version control

Last updated: January 2025

Approved by: Vice-Chancellor