**EABs: Implementation plan**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | https://media-public.canva.com/MADBydlVqEM/2/thumbnail_large.png**Starting from scratch**  **(Need to start now)** | https://media-public.canva.com/MADByeJr70A/2/thumbnail_large.png**Have EAB but weak HSE outcomes**  **(It’s time to change)** | **Have an established EAB and good HSE (Need to review)**https://media-public.canva.com/MADByRQmsGg/2/thumbnail_large.png |
| **Next steps** | - Need an employer board in next academic year  - Templates and training (June/July) to save you time – but NOT there to dictate  - Use timeline to work out what you need to do NOW  - Attend existing successful board to observe and learn  - Better to do one well in March 2020 than doing it badly in Sep  - Choose employer ‘friendly’ staff to lead/chair groups  - Keep it simple | - You need a plan  - Refocus current EAB on HSE or create a complementary one focussed on HSE  - Use templates, tips and training (June/July) to help you do this quickly and think differently  - Focus on group membership mix, actual employers and employment destinations of your students, agenda items linked to employment and employability | - Opportune time to reflect, refresh, review, critique  - Look at your membership mix, tenure, sector and diversity representation  - Can you leverage these boards more for brand advocacy, research, knowledge transfer, student recruitment or more?  - Are they lively, engaging and memorable?  - Tips and best practice ideas can help |

**Department of Biosciences and Chemistry**

**Introduction**

The Department of Biosciences and Chemistry has operated an Employer Advisory Board (named the Pharmaceutical and Biosciences Sector Forum) since 2009. The remit and constitution of the board is shown in Appendix 1. The work of the board underpins all undergraduate and postgraduate courses in the Department. the undergraduate courses are

BSc/MSci Biochemistry

BSc/MSci Biology

BSc/MSci Biomedical Science

BSc/MSci Human Biology

BSc/MChem Chemistry.

The data for the destinations of Bioscience and Chemistry graduates suggest that the Highly Skilled Employment levels of our graduates is better than our benchmark institutions (we have a positive flag for this in the TEF analysis). However we still wish to enhance this activity in the Department.

In response to the University initiative on EABs we have taken a number of actions which are listed in the table below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Actions** | **Timescale** | **Owner** |
| Recruitment of Board members  Review of remit of the Board  Visibility of the Board to students and Staff  Increased working with specific companies | Continue to review the constitution of the Board and add external members if opportunity arises.  Ensure the remit of the Board implicitly includes activities to enhance graduate employment  All external members to provide a short bibliography and photograph of themselves to be amalgamated into a publicity document for students and staff  External members to review and endorse the applied and authentic work experience activity incorporated into year 1 practicals and mini-projects. This will be rolled out for levels 5 and 6 in future years.  Work with Covance Ltd to initiate a series of activities (student visits, internships, Covance run labs, and mentorship) for our students.  Use this as a template for similar work with other companies. | On-going  Completed at July 2019 meeting  September 2019  September 2020.  In place for 2019/20 | Chair of the Board  Chair of the Board  Adrian Hall  Liz Allen  Vikki Carolan  Rachel Frith (BESE) |

To be completed and submitted to Esther Kent [E.L.Kent@shu.ac.uk](mailto:E.L.Kent@shu.ac.uk) for each department by 20th September 2019.

**Appendix 1**

**Pharmaceutical Biosciences Sector Representatives Forum**

**Department of Biosciences and Chemistry**

**Faculty of Health and Wellbeing**

**Sheffield Hallam University**

**Purpose**

To strengthen and co-ordinate partnership working between the Biosciences and Chemistry Department at Sheffield Hallam University and representatives from the Pharmaceutical/Biotechnology sector in respect to teaching, research and consultancy.

**Aims**

1. To ensure that undergraduate, postgraduate and PhD students who graduate from Sheffield Hallam University have the knowledge and skills required for employment, particularly, but not exclusively, in the relevant sector.
2. To provide opportunities for students to gain experience of working in the sector through placements (year-long and summer), visits to the workplace and sessions delivered within the univeristy.
3. To promote the activities of the Biosciences and Chemistry Department both internal to the University and in the external national and international context.
4. To maximise the opportunities for research and consultancy to the mutual benefit of Sheffield Hallam University and representatives from the private sector.
5. To respond to external government and commercial drivers in the context of the Biosciences and Chemistry Department business.

**Membership**

Professor Susan Laird - Head of Department of Biosciences, SHU (Chair)

Professor Malcolm Clench - Head of Research Sheffield Hallam University

Professor Thomas Smith - Sheffield Hallam University

Dr. Adrian Hall- Sheffield Hallam University

Professor Neil Bricklebank - Sheffield Hallam University

Dr Karen Stanley - Sheffield Hallam University

Dr Tom Bassindale Sheffield Hallam University

Dr Jamie Young - Business Development, BMRC

Professor Ian Hunneybull - Evotec, Abingdon, Oxfordshire

Ailsa Jackson - FMC, North Yorkshire

Jo Burnett- Covance Ltd - Harrogate, North Yorkshire

Bruce Leslie - Concept Life Sciences Ltd. Chapel-le-Firth, Stockport

Mark Harrison - Astra Zeneca, Macclesfield.

Urvish Pandya Consort Medical, Cramlington, Northumbria

Dawn Cooper - B Braun, Sheffield.

**Meetings**

The group meets twice a year at Sheffield Hallam University

**Outputs**

* Skills development programme embedded into both undergraduate and postgraduate curriculum aligned to sector needs
* Curriculum content of all courses relevant to sector needs
* Consultation about how to expand BMRC analytical services business
* Increased exposure of Department and University within the companies represented
* Input into Careers fairs
* Sponsorship of student prizes
* Links for specific staff research
* Mentorship for students regarding working in the industry
* Placement links