**NBE EAB Review and 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  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Subject area(s)** | **Category**  | **Actions**  | **Timescale**  | **Owner**  |
| Built Environment(BE) Geography, Environment & Planning (GEP)Architecture(Arch) | 333 | ContextIn April 2018, NBE launched a department wide EAB covering all students in all subject areas. The current memberships of the board is 75, which given its size, is more akin to a network. Employers are asked to identify which subject group they wish to belong to, these are BE 47GEP 20 Arch 8 The main vehicle for engagement with the EAB is through 2 meeting per year. So far 4 have been held - employer attendance is shown below

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Meeting  | Total  | BE | GEP | Arch |
| 1 | 33 | 24 | 5 | 4 |
| 2 | 41 | 27 | 9 | 5 |
| 3 | 34 | 22 | 5 | 7 |
| 4 | 48 | 29 | 13 | 6 |

The EAB is supported by a portal designed by Dave Weatherall, SL in NBE. To date there has been little contact with employers outside of the EAB meeting due to staffing resources.ReviewIn addition to carrying out a review of the EAB with staff in NBE we also asked our employers to review the EAB and to suggest improvements. The reviews happened in meetings 3 and 4 in facilitated discussion groups. In addition, employers were asked to complete a google form (please see attached for responses). Employers were generally complementary about the content and format of the meetings but gave some very clear messages for areas of improvement;* They want to be kept informed of progress and successes in between meetings by newsletter/ e-mails
* The information provided at and between meeting should be as specific as possible about how they can support our students and should be timely to enable employers to forward plan e.g. be specific about dates for guest lectures, site visits, placements and provide as early as possible. Without this level of detail it is difficult for them to engage in HSE activities
* Clear agenda and discussion items circulated well in advance to allow them to prepare

ActionsThe success of the EAB has clearly raised employer expectations in terms of detail and timeliness of communication. The department is keen to do this as there are clear benefits for our students in relation to HSE. There are however resource implications for developing and implementing these improvements on top of managing and facilitating the EAB meetings which we are not able to meet within the department. We would like to explore with BESE how we can best work together to do this, how we can demonstrate impact and given that this is a HSE initiative, how we might engage students to undertake some of the work. This would need to be discussed and actions agreed as soon as possible so that we can report back to our EAB.  |  |  |

To be completed and submitted to Esther Kent E.L.Kent@shu.ac.uk for each department by 20th September 2019.