

UNIVERSITY OF WARWICK

Education Committee

Minutes of the meeting of the Education Committee held on 28 February 2019

Present: Professor C Hughes (Chair), C Bisping (Chair of the Faculty Education Committee of Social Sciences), Professor D Branch, Chair of the Faculty Education Committee of Arts, Dr D Britnell (Chair of the Faculty Education Committee of Science, Engineering and Medicine), Professor A Clark (Academic Director, Undergraduate Studies), Dr W Curtis (Academic Director, Partnerships), Dr D Davies, Deputy Chair of the Board of the Faculty of Science, Engineering and Medicine, Professor L Gracia (Dean of Students), L Kennedy (Education Officer, Students' Union), E King (Postgraduate Officer, Students' Union), Professor M Nudds (Chair of the Faculty of Social Sciences), Dr S Richardson (Chair of the Faculty Education Committee of Arts), Professor C Sparrow (Academic Director, Graduate Studies), Professor P Tissington (Academic Director, Employability and Skills), Dr C Twine (Academic Registrar), Professor G van der Velden (Deputy Pro-Vice-Chancellor (Student Learning Experience))

Apologies: Professor L Roberts (Chair of the WMS Education Committee), Professor M Shipman (Chair of the Faculty of Science, Engineering and Medicine), Professor D Lamburn (Deputy Pro-Vice Chancellor (Education)),

In Attendance: K Gray (Secretary), G Connelly (Assistant Secretary), D Derricott (Assistant Registrar (Monitoring and Review))

25/18-19 Widening Participation (WP) Strategy

CONSIDERED:

(a) The draft Widening Participation Strategy (paper EC.21/18-19).

RECEIVED:

(b) * A paper on the Warwick Regional Access Programme from the Widening Participation Committee (paper WP.13/18-19 restricted).

REPORTED:

(By the Chair)

(c) That the new strategy aimed to achieve a step change in Widening Participation and informs a number of other strategies, including the Social Inclusion Strategy and Regional Engagement Strategy.

(By P Blagburn)

- (d) That the paper provided a framework that defined what Widening Participation means across the University;
- (e) That joint efforts would be required across the University and academic departments to bring about the most tangible outputs;
- (f) That the focus of Widening Participation would need to be across the entirety of the student cycle;
- (g) That, in regards to timescales, a longitudinal approach would be taken, with the full value of the strategy being known within the next 10 years;
- (h) That the development of Access and Participation Plans against national benchmarks would be submitted by the end of May 2019 to the Office for Students (OfS);
- (i) That further consideration needed to be given to who would have oversight and coordination of the strategy outcomes;
- (j) That the Warwick Regional Access Programme (WRAP) would be changing name but was intended to be launched in 2019;
- (k) The aims of the programme are to remove barriers to Warwick and promote progression;
- (l) That a number of WP staff were in place across the University are were working to determine the challenges faced by departments in order to develop a robust implementation plan;

(By S Richardson)

- (m) That consideration of how the strategy fits with Internationalisation should be made;
- (n) That some focus on education should be included, particularly as the University is undergoing a period of change in assessment policies, where inclusion and progression were being discussed;

(By M Nudds)

- (o) That it would be useful for departments to receive advice on how to take a systematic approach to facilitation, to ensure consistent practice across the board;
- (p) That consultation with the Centre for Lifelong Learning would be advised to ensure they would be happy with the wording of point 2.3 as there may be potential impacts on their 2+2 programme;

(By C Sparrow)

- (q) That confirmation of who would have oversight and coordination of WRAP is required as a programme of this type is a significant undertaking.

(By P Blagburn)

- (r) That the WP Team would have oversight of the programme, with the residential element being delivered by the University and contract tutoring in place;
- (s) That more operational detail is required, but further information will be communicated to Departments once the fundamentals have been agreed.

RESOLVED:

- (t) That P Blagburn liaise with the Centre for Lifelong Learning regarding potential conflict of the wording in point 2.3 and their 2+2 programme;
- (u) That the Education Committee were supportive of the Widening Participation Strategy.

26/18-19 Conflicts of Interest

REPORTED:

That, should any members or attendees of the Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK.

RESOLVED:

That no conflicts of interested were reported.

27/18-19 Minutes of the last meeting

RESOLVED:

That the minutes of the meeting of the Education Committee on 6 December 2018 be approved.

28/18-19 Matters Arising

REPORTED:

- (a) Internationalisation (minute 6a/18-19 referred)

That the Deputy Pro-Vice Chancellor (Europe) and the Strategic Leader for Internationalisation were no longer available to attend Education Committee on the 28 February 2019 and would be invited to talk on this item at a later meeting.

- (b) Student Education Data (minute 6/18-19 referred)

That this item would come forward for consideration at a future Education Committee meeting.

29/18-19 Chair's Business

REPORTED:

- (a) National Student Survey 2019

- i. That the response rate was at 60% and the University were currently ahead as an institution in comparison to last year;
- ii. That the vast majority of departments were in a good place, but there were challenges presented in some areas.

(b) Education Strategy Implementation

- i. That the Education Strategy had been published and distributed across the University;
- ii. That the Education Committee would monitor progress of the implementation and would be looking at Key Performance Indicators in the June 2019 meeting.

30/18-19

Education Space and Examinations

RECEIVED:

- (a) A paper from the Study Spaces Steering Group with an update on the Strategy for the Development of General-use Study Spaces and verbal report from the Senior Assistant Registrar (Space Management & Timetabling), (paper EC.22/18-19).

REPORTED:

(By S Lloyd)

- (b) That a clear indication of preferences for the types of space required by students was confirmed following an audit in 2018 in conjunction with the Students' Union;
- (c) That comparator benchmarking was challenging and it had not been possible to gather a significant amount of information;
- (d) That as the University grows in numbers, there would be a need to be cautious of study space allocation;
- (e) That the MyWarwick app was being utilised to communicate to students;
- (f) That there a separate project on capital planning and the new library was being undertaken;
- (g) The understanding the different type of teaching provision on offer and ensuring spaces are designed to fit with this will be looked at within the next phase of planning;

REPORTED: (By C Twine)

- (h) That following on from the remodelling of examination space for the Summer Session 2018-19 it was not anticipated that additional space would be required;
- (i) That the new specification for exam procedures had been trialled and feedback received had been positive.

RESOLVED:

- (j) That the Space Management team would liaise with the Chairs of Faculty and Departmental Administrators regarding the ongoing work on space and to join up communications with students.

31/18-19

Credit and Module Framework

CONSIDERED:

A paper from on the progress of the review of the Credit and Module Framework (paper EC.23/17-18)

REPORTED:

(By the A Clark)

- (a) That town hall meetings were taking place across the University and had allowed a diverse range of views to be heard and taken into account;
- (b) That the focus for the framework was on undergraduate provision, rather than postgraduate.

(By D Davies)

- (c) That across the Faculty of Science, Engineering and Medicine, there was a split of opinion, but most departments were content with the proposed changes;
- (d) That a move to a consistent framework would be a good opportunity for departments review their course structures;
- (e) That the areas within the faculty most strongly opposed to the suggested changes had repeated their concerns at town hall meetings and were concerned that the summary reports produced from meetings were not an accurate reflection of the matters raised.

(By A Clark)

- (f) That consideration of the framework at postgraduate level should be undertaken due to the nature of integrated master's programmes and their interplay with undergraduate provision.

RESOLVED:

- (g) That the principles outlined in part two of the paper would be submitted for consideration by the Senate in July 2019;
- (h) That communications to faculties should make it explicitly clear that it is the principles that are being considered by the Senate at this time;
- (i) That the Chair would discuss the matters arising from departments across the Science, Engineering and Medicine Faculty and engage directly with concerned departments.

32/18-19

Subject Level TEF Update

CONSIDERED:

An update report on subject level TEF by the Senior Assistant Registrar (Teaching Quality) (Paper EC.24/18-19 restricted).

REPORTED:

(By K Gray)

- (a) That the University had received confirmation of the data that would be included for subject level TEF;
- (b) That a mock exercise would be undertaken for departments that are grouped together and would be contributing to one subject submission;
- (c) That guidance had been produced on the University's approach to the mock TEF exercise and briefing sessions would be taking place in the coming week;
- (d) That there were concerns over the tight timescales that were proposed for the iterative drafting and feedback process before the main summer examination period;
- (e) That the Philosophy, Politics and Economics (PPE) metrics contribute equally to all three submissions, but consistency would be required.

RESOLVED:

- (f) That the planned timescales for the mock exercise would remain in place;
- (g) That all subject level submissions should have an academic leading the drafting process.

33/18-19

Review of Assessment Group Update

RECEIVED:

An update report on the Review of Assessment considered by the Academic Quality and Standards Committee at its meeting on 21 February 2019 (Paper AQSC.29/18-19)

REPORTED:

(By A Clark)

- (a) That the proposals emerging from the Review of Assessment Group had received feedback from Faculty Education Committees and the Student Learning Experience and Engagement Committee following a period of consultation;
- (b) That there was concern in a small number of departments regarding the recommendation made by the Assessment Strategies Group to abolish student choice of assessment method at the level of the module;

- (c) That students had responded positively to the proposal of diversifying assessment, but there is uncertainty as to how widely implemented this will be at department level;
- (d) That there were a range of views on the recommendations made on the reassessment period and further consideration and modelling would be required.

(By C Twine)

- (e) That, in response to concerns that the central administration of students entitled to reasonable adjustments would be too challenging, the scale of this was understood but it was identified as the most efficient way to manage this.

RESOLVED:

- (f) That the reference to research staff being on holiday in point 2b.(v) would be amended;
- (g) That data on the number of appeals made against the management of choice of assessment would be reviewed;
- (h) That further consideration would be given to the language being used in communications;
- (i) That the Education Executive would need consider any major recommendations being made that could impact on the structure of the academic year.

34/18-19

Business for report from Board of Graduate Studies (BGS)

RECEIVED:

A report on PhD submission rates considered by the Board of Graduate Studies at its meeting on 5 February 2019 (Paper 12-BGS050119)

REPORTED: (By C Sparrow)

- (a) That submission rates had increased this year in Social Sciences, but were down in both Arts and Medicine.
- (b) That the numbers did not raise any issues to be addressed;
- (c) That the first year withdrawal rate is typical by comparison to other institutions, but more granular exit data is required to determine how the University compares with the sector;

RESOLVED:

- (d) That the Board of Graduate Studies would undertake more work on the data to present the findings at department level.

35/18-19

Business for report from Partnerships Committee

(a) NMiTE Validation Agreement

REPORTED:

- i. That progress was being made with the validation agreement between the University and the new publicly funded university 'NMiTE' (New Model in Technology and engineering);
- ii. That the subject level material for the NMiTE agreement had been sent on to the School of Engineering for approval;
- iii. That final approval of the validation arrangement and course is due to take place at the Partnerships Committee in April 2019, and then AQSC in May 2019.
- iv. That it is intended that the first cohort are due to commence in September 2019.

(b) University of Chester Collaboration

REPORTED:

- i. That a franchise agreement previously agreed between the University of Chester and Warwick Medical School had been amended as the initial bid for public funding for the arrangement had been unsuccessful;
- ii. That the University had since updated the collaborative arrangement and will be selling the MBChB curriculum to the partner and acting as guarantor to the General Medical Council;
- iii. That acting as a guarantor may mean the University would have liability in future if there were any failures with the collaborative partner.

36/18-19

Next meeting

REPORTED:

That the next meeting of the Committee is scheduled to be held on **11 June 2019**.

ITEMS TO REPORT AND APPROVE WITHOUT FURTHER DISCUSSION

1. **Business for report from Academic Quality and Standards Committee (AQSC)**

RECEIVED:

- (a) Minutes of the meeting of the Academic Quality and Standards Committee on 22 November 2019 (paper EC.25/17-18);
- (b) Minutes of the meeting of the Academic Quality and Standards Committee on 24 January 2019 (paper EC.26/17-18)

2. **Business for report from Board of Graduate Studies (BGS)**

RECEIVED:

- (a) Minutes of the meeting of the Board of Graduate Studies on 22 November 2018 (paper EC.27/17-18);

3. **Business for report from Student Learning Experience and Engagement Committee (SLEEC)**

RECEIVED:

- (a) Minutes of the meeting of the Student Learning Experience and Engagement Committee on 4 December 2018 (paper EC.28/17-18);
- (b) Unconfirmed Minutes of the meeting of the Student Learning Experience and Engagement Committee on 4 February 2019 (paper EC.29/17-18);

4. **Business for report from the Widening Participation Committee (WP)**

RECEIVED:

- (a) Minutes of the meeting of the Widening Participation Committee on 29 November 2018 (paper EC.30/17-18);