

| <b>UNIVERSITY OF WARWICK<br/>EDUCATION COMMITTEE<br/>PUBLIC MINUTES OF THE MEETING HELD AT<br/>14:00, THURSDAY 20 MARCH 2025 VIA MICROSOFT TEAMS</b> |   |   |
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| <b>Members</b>   | Professor Lorenzo Frigerio                    | Pro-Vice-Chancellor (Education) [Co-Chair] and Chair of the Learning and Teaching Subcommittee                  |
|  | Muneeba Amjad                                 | Students' Union Vice-President (Education) [Student Co-Chair]   |
|  | Professor Dan Branch                          | Academic Director (Doctoral College) and Chair of the Postgraduate Research Subcommittee                        |
|  | Adele Browne                                  | Director of Student Experience  |
|  | Michael Cavaliere                             | Post Graduate Research student and PGR SEM Faculty Rep  |
|  | Adam Child                                    | Academic Registrar  |
|  | Professor Andrew Clark                        | Deputy Pro-Vice-Chancellor (Education and Policy) and Co-Chair of the Quality & Standards Subcommittee          |
|  | Professor Matthew Clayton                     | Head of the Department of Politics and International Studies  |
|  | Professor Will Curtis                         | Deputy Pro-Vice-Chancellor (Education Quality & Standards) and Co-Chair of the Quality & Standards Subcommittee |
|  | Dan Derricott                                 | Director of Education Policy and Quality  |
|  | Rakesh Elamaran                               | Post Graduate Taught student member   |
|  | Professor Jon Forster                         | Head of the Department of Statistics in the Faculty of Science, Engineering and Medicine                        |
|  | Professor Rebecca Freeman                     | Deputy Pro-Vice-Chancellor (Education) and Chair of the Student Success Subcommittee [Deputy Chair]             |
|  | Lee Griffin                                   | Academic Director (Postgraduate Taught)   |
|  | Dr Marta Guerriero                            | Faculty of Arts Deputy Chair (Education)  |
|  | Professor Lucy Hammond                        | Member of staff from the University Community and Pro Dean Education (WMS)                                      |
|  | Professor Georgia Kremmyda                    | Faculty of Science, Engineering and Medicine Deputy Chair (Education)   |
|  | Dr Joanne Lee                                 | Co-Head of the School of Modern Languages and Cultures  |
|  | Dr David Lees                                 | Dean of Students  |
|  | Dr Lydia Plath                                | Member of staff from the University Community and Deputy Head for Teaching and Learning (Dept of History)       |
|  | Dr Elena Riva                                 | Representative of IATL, WIHEA and ADC and IATL Head of Department   |
|  | Dr Karen Simecek                              | Faculty of Social Sciences Deputy Chair (Education)   |
|  | Andy Smith                                    | Director of Wellbeing and Safeguarding  |
| Joe Stanley  | Students' Union Vice-President (Societies)    |   |
| Dr Kirk Surgener   | Member of staff from the University Community |   |
| Alijah Taha  | Students' Union Vice-President (Postgraduate) |   |
| Esther Zhou  | Undergraduate Student Member                  |   |
| <b>Attending</b>   | Lauren Baker                                  | Head of Education Quality and Partnerships, Education Policy and Quality [for item 044]                         |
|  | Megan Caulfield                               | Senior Project Officer [for item 043]   |
|  | Phil Griffiths                                | Education Projects & Academic Governance Officer (Education Quality and Policy) [Asst Secretary]                |
|  | Kelly Robinson                                | Digital Business Partner, IDG [attending place of Jen Leibbrand]  |
|  | Kim Robinson                                  | Deputy Director and Head of Education Policy and Governance [Secretary]   |
|  | Abi Taylor                                    | Operations Administrator & PA to the Director of Education Policy & Quality [Observing]                         |

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|  | Lizzie Vinton   | Head of Curriculum Management, Education Policy and Quality [for item 047] |
|  | Echo Zhou       | Deputy Director, Student Experience [for item 048]                         |
|  | Louise Marjoram | Director of Membership Services, Warwick SU                                |

| Ref                   | Item  |
|-----------------------|---|
| 037                   | <p><b>Welcome</b></p> <p>All members were encouraged to actively engage in the committee conversation and activity, whether online or in person. Members wishing to discuss any changing needs they had which would support access and participation in the meeting were asked to reconnect with the Chair and/or Secretariat.</p>  |
| 038                   | <p><b>Apologies for absence</b></p> <p>Apologies were received from: Professor Jo Angouri, Louis Gosling, Mark Hyndman, Jen Leibbrand, Anna O’Neill, Andy Smith</p>   |
| 039                   | <p><b>Declarations of interest</b></p> <p>No declarations were made.</p>  |
| 040                   | <p><b>Minutes of the Education Committee meeting held on 5 December 2024</b></p> <p>The minutes of the meeting held on 5 December 2024 (040-ESEC200325) were <b>approved</b> subject to a minor amendment.</p>  |
| 041                   | <p><b>Matters arising from meeting held on 5 December 2024</b></p> <p>Further to ESEC Minute 028 on the Academic (Faculty and Dept) Governance Report, Senate in January approved with effect from the start of the 2025/26 academic year:</p> <ul style="list-style-type: none"> <li>– The disestablishment of the Faculty Boards and the creation of Faculty Steering Groups which would report to the Academic Strategy Committee.</li> <li>– Renaming “Faculty Education Committees” to “Faculty Education &amp; Student Experience Committees”, with updated membership and terms of reference, reporting to this committee.</li> </ul> <p>Further information on changes to Faculty Governance is provided in the “Academic Governance Review: Governance in Faculties” report circulated below the line (item 051 on this agenda)</p> <p>Further to ESEC minute 030 on the Reasonable Adjustments Policy (Student Disability, Mental Health and Inclusion Policy), a substantial amount of feedback was provided by correspondence to the Disability Team. Further engagement and consultation will take place and a revised report is expected to return to the 3 June 2025 ESEC meeting.</p> |
| <b>Chair’s Update</b> |   |
| 042                   | <p><b>Chair’s Business and Actions</b></p> <p>Papers below the line for approval were highlighted by the Chair in particular:</p> <ul style="list-style-type: none"> <li>– The Qualifications and Credit Framework</li> <li>– Updates to Regulations 23 and 27 and the Sexual Misconduct and Relationship Abuse Policy have been included below the line. The revisions are to ensure the Universities compliance with the OfS E6 condition of registration relating to Harassment and Sexual Misconduct.</li> </ul> <p>The Chair thanked colleagues for engagement with the Departmental Teaching and Excellence Enhancement discussions, noting that feedback had been constructive.</p>  |

### Strategic Items for Discussion

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| 043 | <p><b>Undergraduate Awarding Gap Report</b></p> <p>A comprehensive report and presentation (043-ESEC200325) detailed recent, current and planned University initiatives to promote inclusion, support access and participation and address the undergraduate awarding gap. This activity aligns with the priorities of the Education and Student Experience Strategy and is being supported by a refreshed inclusive education action plan approach, ensuring one action addresses the most prominent gaps in outcomes from each department. The new plans will also embed a theory of change approach to evaluation to help measure the intended outcomes and impact of the activity. Wider sector context and societal factors were highlighted and discussed. This item provides assurance to the committee.</p> <p>Discussion followed on the following key points:</p> <ul style="list-style-type: none"> <li>– Pathways from undergraduate to postgraduate (PGT/PGR).</li> <li>– Awarding gaps at institutional and departmental level and consideration of data presentation.</li> <li>– Value of comparison of data across the sector using subject level codes for comparison.</li> <li>– Diversity of staff and education leadership</li> </ul> |
| 044 | <p><b>Annual Academic Assurance Report and Degree Outcomes Statement</b></p> <p>The Annual Academic Assurance Report and Degree Outcomes statement for 2023/24 (044-ESEC200325) were presented. The former details lines of assurance in place regarding the quality of education and areas for enhancement. The latter details activity in place to protect the value and credibility of undergraduate qualifications. This item provides assurance to ESEC that the University's external compliance requirements are fulfilled relating to education and the student experience demonstrating compliance with the OfS conditions of registration B1-5.</p> <p>Assurance from the data in relation to condition B3 was noted, recognising that Warwick performs well against the baseline and this is reflected in the TEF Outcome.</p> <p>Members discussed good honours degrees in the context of sector trends and the role of international rankings.</p> <p><b>DECISION:</b> The Committee recommended the Annual Academic Assurance Report and Degree Outcomes Statement <b>to the Senate for approval.</b></p>   |
| 045 | <p><b>Students' Union – Update on Priorities</b></p> <p>Student representatives provided a verbal update on key priorities. These included projects between the SU and University on timetabling and careers fair planning, widening participation and social mobility. Members discussed that a specific steer or preferred options from SU on timetabling work to be shared and would be welcome and would inform Calendar Reform discussions.</p>  |
| 046 | <p><b>Education and Student Experience Strategy – Implementation Update</b></p> <p>An update was provided to the committee on the progress being made towards the implementation of the Education and Student Experience Strategy (046-ESEC200325). Identification of leadership of key areas of the strategy and early priorities were highlighted.</p> <p>Key points of discussion were as follows:</p> <ul style="list-style-type: none"> <li>– The Chair noted thanks to workstream leads for the tremendous amount of work undertaken to date.</li> <li>– An update to the wider University Community will be shared at the start of the new academic year. Timing will ensure that greater clarity of related dependencies such as the digital strategy, will be available.</li> <li>– Academic Calendar reform and the process for engagement were summarised.</li> </ul> <p>The paper was shared for information and assurance to the committee.</p>  |
| 047 | <p><b>Curriculum Management Project Briefing</b></p>  |

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|                                    | <p>A report was received on the progress of the Curriculum Management Project (047–ESEC200325). Interdependencies of data and policy to project delivery and project timelines were highlighted.</p> <p>The update was noted by the committee.</p>  |
| 048                                | <p><b>Remote Delivery - UKVI Compliance</b></p> <p>A report was provided to inform the committee of new UKVI compliance requirements as they relate to Remote Delivery (048-ESEC200325). Discussion included the timeline and implementation of the policy and broader considerations for curriculum planning and student support. A number of questions were addressed about the range of learning, teaching and assessment activities within the scope of these requirements.</p> |
| <b>Sub-Committee Reports</b>       |   |
| 049                                | <b>Proposed Changes to Regulations 23 and 27</b>  |
| 050                                | <b>Qualifications and Credit Framework</b>  |
| 051                                | <b>Academic Governance Review - Report to the Senate</b>  |
| 052                                | <p><b>Key Information and Status Report from the Learning and Teaching Subcommittee</b></p> <p>The committee <b>noted</b> the reports (052a-ESEC200325) from the meeting of the Learning and Teaching Subcommittee held on 28 November 2024 and 18 February 2025.</p> <p>The committee <b>approved</b> the updated membership report for the Postgraduate Research Subcommittee (052b-ESEC200325).</p>  |
| 053                                | <p><b>Key Information and Status Report from the Postgraduate Research Subcommittee</b></p> <p>The committee <b>noted</b> the report 053a-ESEC200325 from the meeting of the Postgraduate Research Subcommittee held on 13 February 2025.</p> <p>The committee <b>approved</b> the updated membership report for the Postgraduate Research Subcommittee (053b-ESEC200325).</p>  |
| 054                                | <p><b>Key Information and Status Report from the Quality and Standards Subcommittee</b></p> <p>The committee <b>noted</b> the report (054-ESEC200325) from the meeting of the Student Success Subcommittee held on 27 November 2024 and 12 February 2025.</p>   |
| 055                                | <p><b>Key Information and Status Report from Student Success Subcommittee</b></p> <p>The committee <b>noted</b> the report (055-ESEC200325) from the meeting of the Student Success Subcommittee held on 13 February 2025.</p>  |
| <b>Other</b>                       |   |
| 056                                | <p><b>Any other business</b></p> <p>No further business was reported.</p>   |
| <b>The meeting closed at 16:02</b> |   |