(Public)

UNIVERSITY OF WARWICK EDUCATION AND STUDENT EXPERIENCE COMMITTEE PUBLIC MINUTES OF THE MEETING HELD AT 10:00, TUESDAY 3 JUNE 2025 VIA MICROSOFT TEAMS		
Members	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 Jo Angouri	Deputy Pro-Vice Chancellor (Education and International)
	Professor Dan Branch	Academic Director (Doctoral College) and Chair of the Postgraduate Research Subcommittee
	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
	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]
	Louis Gosling	Students' Union Vice President (Sport)
	Lee Griffin	Academic Director (Postgraduate Taught)
	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
	Anna O'Neill	Librarian
	Dr Karen Simecek	Faculty of Social Sciences Deputy Chair (Education)
	Andy Smith	Director of Wellbeing and Safeguarding
	Joe Stanley	Students' Union Vice-President (Societies)
	Alijah Taha	Students' Union Vice-President (Postgraduate)
	Esther Zhou	Undergraduate Student Member
Attending	Dr Lynne Bayley	Senior Policy Advisor (Assessment) (for item 068)
	Sophie Cookson	Digital Business Partner, Information & Digital
	Phil Griffiths	Education Projects & Academic Governance Officer (Education Quality and Policy) [Asst Secretary]
	Dr Damien Homer	Head of Disability Services (for item 065)
	Jenny Hughes	Head of Information and Operations, Student Opportunity (for item 063)
	Dr Mark Pulsford	Faculty Senior Tutor for Social Sciences (for item 065)
	Maanya Raju	Students' Union Vice-President (Postgraduate) Elect
	Kim Robinson	Deputy Director and Head of Education Policy and Governance [Secretary]
	Linda Sherwin	Student Experience Project Manager
	Anaya Sreekumar	Students' Union Vice-President (Education) Elect
	Louise Marjoram	Director of Membership Services, Warwick SU

Ref	Item
057	**Welcome** 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.
058	**Apologies for absence** Apologies were received from: Adele Browne, Dr Marta Guerriero, Mark Hyndman, Jen Leibbrand, Dr Lydia Plath, Joe Stanley, Dr Kirk Surgener, Professor Will Curtis
059	**Declarations of interest** No declarations were made.
060	**Minutes of the Education Committee meeting held on 5 December 2024** The minutes of the meeting held on 5 December 2024 (040-ESEC200325) were **approved**.
061	**Matters arising from meeting held on 5 December 2024** There were no matters arising to report
	Chair's Update
062	**Chair's Business and Actions** The following items were reported: a) The Placements Code of Practice and Taxonomy (075i-ESEC030625) had been reviewed by the Quality and Standards Subcommittee (report 075-ESEC030625 refers) and had been circulated to committee members below the line for information. b) The Student Engagement and Progress Monitoring Policy 2025/26 (070-ESEC030625) had been circulated to committee members below the line. (minute 070 refers). The committee was invited to provide any feedback on the policy by 11 June 2025. c) An Annual Committee Effectiveness Review would be conducted which would comprise a desk-based component undertaken by Secretariat and also a short survey to members. Feedback to the committee's email resource account or to the Chairs or Secretariat was also welcomed. A summary of review findings would be shared at the committee's first meeting of the 2025/26 academic year and to all members surveyed. d) Noting that several members' terms of office on the committee would end shortly, the following members were thanked for their service: Student Officers nominated by the Students' Union: • Muneeba Amjad (VP Education and Co-Chair) • Joe Stanley (VP Societies) Three non-sabbatical student representatives appointed by the Senate Nominations Panel from amongst nominations by the Students' Union • Michael Cavaliere (Postgraduate Research) • Rakesh Elamaran (Postgraduate Taught) • Esther Zhou (Undergraduate) One Head of Academic Department from each Faculty, appointed by the Senate Nominations Panel: • Dr Joanne Lee (Arts) (from Jan 2025) • Professor Jon Forster (Science, Engineering and Medicine) • Professor Matthew Clayton (Social Sciences)

	Members of staff from the University Community, the majority of whom shall be academic staff, appointed by the Senate Nominations Panel: • Professor Lucy Hammond • Dr Lydia Plath • Dr Kirk Surgener An open call to recruit to these positions for the 2025/26 academic year would open later in June 2025 and incumbents would be welcome to apply.
	Substantive Items
063	**Ethical Principles for Education Engagements** Adam Child, (Academic Registrar) and Jenny Hughes (Head of Information and Operations, Student Opportunity) to present the report (063-ESEC030625). Key points were as follows: • In 2024, the University's Council agreed a number of actions to ensure that the University's policies and procedures to oversee work with third parties was fit-for-purpose. This Ethical Assurance work was being led by the Compliance and Assurance team. • Ethical Principles for Research had been agreed and, at the request of Council, the Ethical Principles for Educational Engagements, to cover partnerships and other engagements in support of education, were being proposed. • Operational procedures would be developed, which would include provision for reviewing engagements. • Consultation feedback was continuing to be incorporated into the Principles, and the final approved version would be circulated to committee members. **DECISION:** The committee **recommended to the Senate** approval of the Principles, noting that consultation was ongoing.
064	**Students' Union – Update on Priorities** The student representatives provided a verbal update on progress relating to the Students' Union's key priorities. These included: • The University was currently placed 13th in the British Universities and Colleges Sport (BUCS) Overall rankings, which had equalled the University's best ever ranking in this table. • Enhanced training for both Societies and Sports Club Exec Members had been developed and delivered. • The Quality and Standards Subcommittee had approved bringing forward the publication of Exam timetables by one week, to take effect from the 2025/26 academic year onwards. • A new Sustainability Careers Fair had taken place at the end of the 2024/25 Spring term, and this would feed into work around embedding sustainability into future careers fairs and events. • The Academic Representation Welcome Conference would return for 2025/26. • SEM Faculty Reps had established a new forum as well as termly meetings for all SEM SSLC Chairs. The establishment of a similar model for the Social Sciences and Arts Faculties, and ensuring feedback would be made available to the Faculty Education and Student Experience Committee Chairs, was encouraged by the committee.
065	**Student Disability, Mental Health and Inclusion Policy** Dr Damien Homer, Head of Disability Services, and Dr Mark Pulsford, Faculty Senior Tutor (Social Sciences), presented the Student Disability, Mental Health and Inclusion Policy report (065-ESEC030625). Key points from the discussion were as follows: • An earlier draft of the policy had been considered by the committee on 5 December 2024 (minute and report 030-ESEC051224 refer). This revised Policy had sought to address the post-meeting feedback. Other amendments included clarification of terminology, disclosure and mitigating circumstances. • The Universities of York and Cambridge had, since the start of the 2024/25 academic year, been operating a similar policy to the one being proposed for implementation at Warwick. Other Universities were also revising their policies.

	• The Disabled Students Champions Network had launched in February 2025. The Network would help to empower departments to, *inter alia*, create targeted action plans to improve disabled students' experiences and outcomes and develop a comprehensive overview of good practices that could be shared across the university community.
	  ○ The membership of network was available at: https://warwick.ac.uk/services/dean-of-students-office/inclusiveeducation/training-resources/disabled-students/champions/contacts
	  ○ Two meetings of the network had taken place since the launch, with a further two meetings scheduled before the start of the 2025/26 academic year to facilitate the implementation of the policy and prepare for Welcome Week.
	• Reasonable adjustments would be recorded on students' profiles in Tabula and be visible to academic staff from September 2025. Further consideration was being given to the amount of information which could be made available to Graduate Teaching Assistants.
	• For short-term reasonable adjustments, further work would be undertaken with the Disabled Students Champions Network at its next meeting to ensure parity of students' experience, particularly between departments for those students on joint degree programmes.
	• Consideration would need to be given relating to the available departmental resource and capacity, particularly in smaller departments, to implement the policy.
	
	ACTION 1: Student Success Subcommittee to monitor the implementation and progress of the Student Disability, Mental Health and Inclusion Policy through the 2025/26 academic year.
	
	ACTION 2: Damien Homer to liaise with the Jagjeet Jutley-Nielsen and Elena Riva to align the Code of Practice for Disabled Students with the new Student Disability, Mental Health and Inclusion Policy.
	
	DECISION: The committee **approved** the Student Disability, Mental Health and Inclusion Policy, as set out in 065-ESEC030625.

066	**Reform of Academic Regulations: Academic Regulations and Policy Framework**
	
	Kim Robinson, Deputy Director and Head of Education Policy and Governance, and Professor Andy Clark, Deputy Pro-Vice-Chancellor (Education and Policy), presented the report (066-ESEC030625). Key points from the discussion were as follows:
	
	• The Reform of Academic Regulations Project's initial phase of work was now underway and included the design, consultation, consideration and approval of the Academic Regulations and Policy Framework. This framework had been aligned closely to the existing University Policy Framework and supporting guidance.
	• The Academic Regulations and Policy Framework would initially be used to guide the reorganisation and redrafting of existing regulations, policies, codes of practice and guidance, making improvements to accessibility and navigability, and implementing a consistent approach to publication and version control.
	• The Academic Regulations and Policy Review Panel would be established in the 2025/26 academic year as a body which would review and recommend academic regulations and policy to approving committees.
	• Further consideration would be given to the framework's:
	  a) definitions of 'regulation' and 'policy'
	  b) relationship to the Research Committee, and regulation and policy relating to research.
	
	DECISION: The committee **recommended to the Senate** the Academic Regulations and Policy Framework.

067	**University College Birmingham (UCB) Partnership Update** Dan Derricott, Director of Education Policy and Quality, presented the paper which updated the committee on changes to the University's relationship with UCB (067–ESEC030625, Confidential). Key points were as follows: • The validation agreement between the University of Warwick and UCB would lapse at the end of December 2026. • As part of a managed handover, the majority of the University of Warwick validated portfolio would transition to UCB awards from September 2025 entry onwards. A small subset of programmes would continue under University of Warwick validation, with the last intake before the end of the existing accreditation agreement

	• Although the core academic partnership would be winding down, both institutions would continue to co-sponsor an IntoUniversity centre in east Birmingham.
068	**Rewording of Rules for Award** Dr Lynne Bayley, Senior Policy Advisor (Assessment), and Professor Andy Clark, Deputy Pro-Vice-Chancellor (Education and Policy), presented the report (068-ESEC030625). Key points were as follows: • The revisions to the Rules for Award would provide clearer information relating to decisions of progression and award for staff and students covering all types of provision. Departments had been consulted in advance of review by the Quality and Standards Subcommittee. • Variations to Rules for Award would be considered by Chair's Action via the Quality and Standards Subcommittee and Education and Student Experience Committee where required. • The sentence in the PGT promotion clause 10.10 "Additional or alternative conventions for borderline consideration not specified in Rules for Award must be approved as per clause [10.11] below" would be added to clauses 8.15 and 9.14 to provide similar clarity in the Bachelor's and Integrated Master's sections in Appendix A of the report. **DECISION:** The Committee **approved**: 1) Rules for Award for the 2025/26 intake year, subject to a minor clarification to clauses 8.15 and 9.14 2) Changes to Rules for Award for 21/22, 22/23 and 23/24-24/25 intake years 3) Change to Policy P: Option Courses and Assessment for Individual Students
	Items below this line were for receipt and/or approval, without discussion
069	**Proposed Changes to Regulations 27** **DECISION**: The committee **recommended to the Senate** the proposed amendments to Regulation 27.
070	**Student Engagement and Progress Monitoring Policy 2025/26** **DECISION**: The committee **approved** the policy, as set out in 070-ESEC030625
071	**Requirements for the award of PGCE and related exit awards** **DECISION**: The committee **approved** the revisions to the requirements for the award of PGCE, as set out in 071-ESEC030625.
072	**Request to amend WMG Variation to Rules for Award** **DECISION:** The committee **approved** the revisions to the WMG Rules for Award, as set out in 072-ESEC030625.
073	**Disestablishment of Employability and Skills Working Group (ESWG)** **DECISION:** The committee **approved** the disestablishment of the Employability and Skills Working Group with immediate effect.
	Subcommittee Reports
074	**Key Information and Status Report from the Learning and Teaching Subcommittee** The committee **noted** the report (074-ESEC030625) from the meeting of the Learning and Teaching Subcommittee held on 29 April 2025.
075	**Key Information and Status Report from the Quality and Standards Subcommittee** The committee **noted:** a) the report (075-ESEC030625) from the meetings of the Quality and Standards Subcommittee held on 3 April 2025 and 22 May 2025. b) The Placements Code of Practice and Taxonomical Flowchart (097-QSS220525)

076	**Key Information and Status Report from Student Success Subcommittee** The committee **noted** the report (076-ESEC030625) from the meeting of the Student Success Subcommittee held on 15 May 2025.
Other	
077	**Any other business** **a) Eco Park Project** The secretariat reported that a paper and presentation from Gemma Wilkins, Head of Sustainable Campus Operations, relating to the University's Eco Park Project would be circulated to members for feedback by correspondence shortly after the meeting.
The meeting closed at 12:00	

DECISIONS AND ACTIONS			
ITEM	**DECISION/ACTION**	**LEAD AND DUE DATE**	**STATUS**
2024-2025			
063 - Ethical Principles for Education Engagements	**DECISION:** The committee **recommended to the Senate** approval of the Principles, noting that consultation was ongoing.		
065 - Student Disability, Mental Health and Inclusion Policy	**ACTION 1:** Student Success Subcommittee to monitor the implementation and progress of the Student Disability, Mental Health and Inclusion Policy through the 2025/26 academic year.	Student Success Subcommittee – 2025/26	In progress
	ACTION 2: Damien Homer to liaise with the Jagjeet Jutley-Nielsen and Elena Riva to align the Code of Practice for Disabled Students with the new Student Disability, Mental Health and Inclusion Policy.	Head of Disability Services	Summer 2025
	DECISION: The committee **approved** the Student Disability, Mental Health and Inclusion Policy, as set out in 065-ESEC030625.		
066 - Reform of Academic Regulations: Academic Regulations and Policy Framework	**DECISION**: The committee **recommended to the Senate** the Academic Regulations and Policy Framework.		
068 - Rewording of Rules for Award	**DECISION:** The Committee **approved**: 1) Rules for Award for the 2025/26 intake year, subject to a minor clarification to clauses 8.15 and 9.14 2) Changes to Rules for Award for 21/22, 22/23 and 23/24-24/25 intake years 3) Change to Policy P: Option Courses and Assessment for Individual Students		
069 - Proposed Changes to Regulations 27	**DECISION**: The committee **recommended to the Senate** the proposed amendments to Regulation 27.		
070 - Student Engagement and Progress Monitoring Policy 2025/26	**DECISION**: The committee **approved** the policy, as set out in 070-ESEC030625		
071 - Requirements for the award of PGCE and related exit awards	**DECISION**: The committee **approved** the revisions to the requirements for the award of PGCE, as set out in 071-ESEC030625.		

072 - Request to amend WMG Variation to Rules for Award	**DECISION:** The committee **approved** the revisions to the WMG Rules for Award, as set out in 072-ESEC030625.
073 - Disestablishment of Employability and Skills Working Group (ESWG)	**DECISION:** The committee **approved** the disestablishment of the Employability and Skills Working Group with immediate effect.