

UNIVERSITY OF WARWICK

FACULTY EDUCATION AND STUDENT EXPERIENCE COMMITTEE

(SCIENCE, ENGINEERING AND MEDICINE)

PUBLIC MINUTES OF THE MEETING HELD 10AM, THURSDAY 6 NOVEMBER 2025, CMR1.0

(UNIVERSITY HOUSE)

Ref	Item	
Present	Dr Martyn Parker	Chair, Reader, Statistics
	Dr James Archbold	Associate Professor, Computer Science
	Katie Berlin	Widening Participation Faculty Engagement Manager
	Dr Elisabeth Blagrove	Associate Professor, Psychology
	Michael Cavaliere	PGR Student Representative, Mathematics
	Dr Siri Chongchitnan	Associate Professor, Mathematics (<i>until end of item 007</i>)
	Dr Gurpreet Chouhan	Associate Professor, WMS
	Professor Andrew Clark	Professor, Chemistry
	Dr Nicholas d'Ambrumenil	Associate Professor, Physics
	Professor David Davies	Faculty Deputy Chair (External Engagement) and Professor, WMS
	Dr Jon Duffy	Associate Professor, Physics
	Dr Ian Edwards	Associate Professor, Life Sciences
	Dr Richard Everitt	Associate Professor, Statistics
	Alfie Giffen	Undergraduate Student Representative, Mathematics
	Gemma Gray	Faculty Student Engagement Co-ordinator and Associate Professor, Psychology
	Dr Nicholas Hopcroft	Associate Professor, WMS
	Dr Anthony Lyons	Faculty Community Representative and Assistant Professor, WMS
	Dr Leda Mirbahai	Deputy Chair (PGT and PGR) and Associate Professor, WMS
	Dr Daniel Murdock	Associate Professor, Chemistry
	India Palmer	Faculty Community Representative and Apprentice Support Tutor, WMG
	Dr Michael Pounds	Deputy Chair (UG), Associate Professor, Physics
	Dr Claire Rocks	Associate Professor, Computer Science
	Professor Parveen Samra	Professor, WMG
	Raven Taylor	Undergraduate Student Representative, Computer Science (<i>for items 009-015 only</i>)
	Dr Elke Thonnes	Associate Professor, Statistics
	Dr Adrian von Muhlenen	Associate Professor, Psychology
Fiona Wallace	Faculty of Social Sciences Representative and Director of Education, WGA	
Attending	Craig Franklin	Secretary, EPQ
	Michelle Kitchen	Assistant Secretary, EPQ
	Professor Georgia Kremmyda	Deputy Pro Vice-Chancellor (Learning and Teaching) (<i>for item 007 only</i>)
	Dr Beatriz Lagunas	Assistant Professor, Life Sciences (<i>for item 008 only</i>)
001	<p>Welcome and Apologies for absence</p> <p>The Chair welcomed all members and attendees to the meeting, including:</p> <p>New members:</p> <p>Katie Berlin, Dr Elisabeth Blagrove; Professor Andy Clark; Ruth Cooper; Dr Jon Duffy; Dr Richard Everitt; Dr Anthony Lyons; Dr Leda Mirbahai; Dr Daniel Murdock; Dr Mucahit Ozden; India Palmer; Siobhan Qadir; Professor Lanre Sorinola; Dr Elke Thonnes; Fiona Wallace.</p>	

	<p>New student representatives:</p> <p>Dehuti Agarwal; Alfie Giffen; Raven Taylor; and returning student member Michael Cavaliere.</p> <p>Apologies were received from:</p> <p>Dehuti Agarwal; Ruth Cooper; Siobhan Qadir; Professor Lanre Sorinola; Dr Jianhua Yang; Professor Phil Young</p>
002	<p>Declarations of Interest</p> <p>No new declarations were made.</p>
003	<p>Minutes of last meeting on 01 May 2025</p> <p>The minutes of the meeting held on 01 May 2025 (038-SEMEC010525, Public) were approved.</p>
004	<p>Matters arising from last meeting on 01 May 2025</p> <p>a) Academic Calendar Reform</p> <p>The Chair reported that work was progressing with Academic Calendar Reform. The Secretariat had been in contact with the Academic Registrar who suggested it would be timely to attend the SEM FESEC in Term 2 to update members on developments.</p> <p>ACTION - Secretariat to invite the Academic Registrar to Term 2 meeting.</p>
005	<p>Membership and Terms of Reference 2025-26</p> <p>The Chair presented an overview of the Terms of Reference and Membership (under item 001), which outlined the FESEC structures, strategic purpose and responsibilities. This included details of the Senate committee structure. The key points were as follows:</p> <ul style="list-style-type: none"> • The Academic Governance Review had brought about some changes in the composition and membership of the FESECs. Key changes for SEM FESEC were: <ul style="list-style-type: none"> ○ Faculty Student Engagement Co-ordinator and Widening Participation Faculty Engagement Manager were now ex officio members (previously ‘in attendance’). ○ Faculty EDI Forum Chair and Faculty Director of Administration were new ex officio members. ○ STEM Connect Education Lead would continue to join the Committee ‘in attendance’ for the duration of the STEM Connect programme. ○ There was the addition of four new members from the wider faculty community, appointed by the Senate Nominations Panel. • There would be a new approach to the Committee Effectiveness Review, which would be undertaken by Senate and its committees/sub-committees each year. <p>The Committee recommended the Terms of Reference and Membership to Education and Student Experience Committee for approval.</p>
Chair’s Update	
006	<p>Chair’s Business and Actions</p> <p>The Committee received and noted an update from the Chair regarding the following issues:</p> <p>a) Education Priorities Dialogue (Annual Quality Review) update</p> <p>The Chair informed members that the Education Priorities Dialogue meetings were due to take place through November and December 2025. Members agreed that they were aware of the upcoming meetings and were happy with communications about them they had received so far.</p>

b) Under-18 UG students

The Chair raised an issue, on behalf of the Computer Science department, relating to the wellbeing and safeguarding of permanent undergraduate students who were under the age of 18 years old. It was unclear where the limits of department responsibility lay and clarity was sought regarding the approach across the University relating to the risk assessment and safeguarding of under-18 UG students.

Existing policies appeared to either relate to under-18s who were on residential courses or who were accompanied by an adult. Members agreed that clarification of, and if needed, enhancement to institutional policy addressing the safety and wellbeing of under-18 year old full-time UG students was needed and that this should cover risk assessment of these students in laboratory practical sessions.

ACTION - Chair to raise at Faculty Steering Group the issue of support for departments with fully enrolled students who are under 18 years old.

c) NSS/PTES reports

The Chair drew members attention to the NSS/PTES Survey Results report below the line (014-SEMESE061125, Public) and highlighted that SEM departments were doing well and had lots of positive results to celebrate.

The Chair encouraged members to refer to the report’s appendices that were generated by Student Voice using the free-text survey comments. These had been modelled to create a representation of what students were saying was important and what could be improved. Inclusion and racism were identified as the main areas for improvement.

The Deputy Pro-Vice-Chancellor (Learning and Teaching) and the Learning and Teaching Subcommittee were reviewing the data to identify themes and would focus on priorities and an implementation plan for the next period (1-3 years).

Strategic Item

007

Priorities in Education and Student Experience

The Committee welcomed the Deputy Pro Vice-Chancellor (Learning and Teaching) who gave a verbal update on institutional priorities in education and student experience. The key points and discussions were as follows:

- The Priority Themes for 2025-26 (and beyond) were:
 - Leading educational excellence;
 - Inclusive student education and experience;
 - Empowered students and graduates;
 - Communities and connection.
- Underpinning structural priorities were also a main focus. Work was underway to reform the academic calendar, procurement conversations had started for a replacement timetabling system, and a project to reform the University’s academic regulations had begun.
- Student voice was at the centre of all these developments.
- Office for Students Consultation on the Teaching Excellence Framework (TEF) would end on 15 December 2025. The date for when institutions awarded TEF Gold would be assessed was still to be announced, but the assessment would likely be in either 2028/29 or 2029/30.
- Preparations for the next round of TEF needed to start with an immediate focus on the University’s weakest areas of *Assessment & Feedback* and *Learning Opportunities*.
- The importance of holistically closing the feedback loop was highlighted by student representatives. Often changes are implemented as a result of student feedback but these are not then communicated back to students to make them aware of developments. A more agile response to student feedback was needed.

	<ul style="list-style-type: none"> • The replacement timetabling system and the software it used would need to be very sophisticated to cope with clashes, especially with joint degree modules. Departments would be involved in discussions around requirements to ensure the challenges are understood and the new system is fit-for-purpose. • Members agreed that involving departments in the timetabling discussion was important so that their expertise and knowledge of specific issues could inform the development of the new system. • A working group focusing on assessment would be established and begin meeting from January 2026. It would aim to identify some 'quick fixes' between January and May that could be implemented in time to have an impact in the 2026/27 academic year. A longer-term strategy and framework for assessment was being developed, which aimed to implement and embed further changes for 2027/28. • The Deputy Pro-Vice-Chancellor (Learning and Teaching) would be contacting Directors of Education to invite them to participate in the working group.
Substantive Items	
008	<p>Reasonable Adjustments in Laboratory Spaces</p> <p>The Committee received the report (008-SEMESE061125, General) and welcomed Dr Beatriz Lagunas, Assistant Professor, Life Sciences who, accompanied by SEM FESEC member Dr Ian Edwards, provided an overview of the project and issues. The key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The School of Life Sciences ran a project, in partnership with Chemistry, WMS and Disability Services, to address the issue of reasonable adjustments in laboratories. • STEM disciplines needed to find ways of providing appropriate reasonable adjustments for students in laboratories. • Outputs of the project included: guidance for staff (including GTAs) on why and how to apply reasonable adjustments in laboratories; guidance for students to empower them to reflect on their own needs; a student survey to capture students' impressions on reasonable adjustments across campus; materials for schoolteachers to talk about reasonable adjustments in laboratories to promote disabled students to join STEM degrees. • Additional funding had been secured from the Royal Society of Biology to focus on Inclusion in Biosciences Laboratory Environments. • The issue of the relationship with Disability Services was raised and how the expectations of students were managed in terms of declaring a reasonable adjustment need and this need being met. There had been discussions with Disability Services, however their capacity was limited to support every student. It was suggested that having a disability officer in every department would be beneficial to help with individual conversations and determine what adjustments would work. • There were plans to make the outputs of the project more visible via chart workflows, linking with the Disability Champions Network and publishing guidance on webpages. This approach would also capture details of areas that Disability Services may not consider around typical reasonable adjustments (e.g. a quiet space or a seat near the door on the lab seating plan). • To ensure that information about a student's reasonable adjustments flowed between teams that were locally managing the support, the details were being captured and shared back to Disability Services.
009	<p>Student Representatives Update</p> <p>The Student Representatives gave a verbal update. The key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The Students' Union (SU) had only recently reached out to arrange the academic forum for representatives to meet and discuss. Student representatives would be able to feed back on SU priorities at the next meeting of SEM FESEC. • There was a focus on linking together SSLC Chairs across departments to share good practice.

	<ul style="list-style-type: none"> The PGR Student representative was keen to increase engagement with PGR and PGT SSLC Chairs which was traditionally lower than that of UG SSLC Chairs. Members agreed that the system and structures of student representatives that were in place worked well and that it would be good to have continuity where possible between years. The early release of the exam timetable would mean that the deadline for submitting exams would close sooner to facilitate this. This needed to be better communicated to students. <p>ACTION - Members to provide details of their SSLC Chairs to PGR student representative. Secretariat to support this by circulating details of this action to members.</p>
010	<p>STEM Connect Update</p> <p>The Chair gave a verbal update on behalf of the STEM Connect Education Lead. The key points and discussions were as follows:</p> <ul style="list-style-type: none"> A new model for STEM Connect was presented to Council on 4 November. The new model focused on: <ol style="list-style-type: none"> aiding core departments increase UG/PGT recruitment on existing degrees; updating existing Phase I STEM Connect Science for Sustainable Futures (SfSF) degrees to enhance their marketability and recruitment; and launching a smaller number of degrees in Phase II and III of the SfSF program. The Chair planned to meet with the Deputy Chairs to help set the priorities for UG and PG for the year.
Items below this line were for receipt and/or approval, without discussion	
011	<p>Chair's Action of Approval of Variation to Assessment</p> <p>The Committee received and noted the report (011-SEMESE061125, General).</p>
012	<p>Widening Participation Update</p> <p>The Committee received and noted the report (012-SEMESE061125, Public).</p>
013	<p>Course Approvals Report 24/25</p> <p>The Committee received and noted the report (013-SEMESE061125, Public).</p>
014	<p>NSS/PTES Survey Results</p> <p>The Committee received and noted the report (014-SEMESE061125, Public).</p>
Other	
015	<p>Any other business</p> <p>a) Faculty Reps at Arts and Social Sciences FESEC meetings</p> <p>The Chair asked for volunteers to attend the Terms 2 and 3 Arts FESEC and Social Sciences FESEC to act as the SEM Faculty representative on each committee. The SEM FESEC Deputy Chairs were attending the Term 1 meetings.</p> <p>Dr Elisabeth Blagrove volunteered to attend the Arts FESEC and Dr Elke Thonnes volunteered to attend the Social Sciences FESEC. The Chair thanked them for offering to attend the Term 2 and 3 meetings as SEM Faculty representatives.</p> <p>b) Scholarship of Teaching and Learning (SOTL) Leads</p>

	<p>Warwick Global Academy raised the issue of involvement with SOTL and how Faculty colleagues could participate. The Chair suggested that SEM FESEC student representatives may wish to consider becoming involved.</p> <p>ACTION - Chair to send an email out to the Faculty to encourage participation in the Scholarship of Teaching & Learning (SOTL).</p> <p>c) Student Experience Management Group</p> <p>The Chair informed members that there was a lack of academic representation on the Student Experience Management Group, with only one academic involved (Dean of Students). The Chair agreed to raise this with the FSG.</p> <p>ACTION - Chair to take a discussion to Faculty Steering Group to approach the issue of a lack of academic representation on the Student Experience Management Group.</p>
Next meeting: Wednesday 4th February 10:00-12:00, IMC Boardroom 2	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
[2025-2026]			
004 - Matters arising from last meeting on 01 May 2025 a. Academic Calendar Reform	ACTION: Secretariat to invite the Academic Registrar to Term 2 meeting.	Secretariat 02/2026	Ongoing
006 – Chair’s Business and Actions b. Under 18 UG students	ACTION: Chair to raise at Faculty Steering Group the issue of support for departments with fully enrolled students who are under 18 years old.	Chair 02/2026	Ongoing
009 - Student Representatives Update	ACTION: Members to provide details of their SSLC Chairs to PGR student representative. Secretariat to support this by circulating details of this action to members.	Secretariat and Members 02/2026	Ongoing
015 – AOB b. Scholarship of Teaching and Learning (SOTL) Leads	ACTION: Chair to send an email out to the Faculty to encourage participation in the Scholarship of Teaching & Learning (SOTL).	Chair 02/2026	Completed 19/11/2025
015 – AOB c. Student Experience Management Group	ACTION: Chair to take a discussion to Faculty Steering Group to approach the issue of a lack of academic representation on the Student Experience Management Group.	Chair 02/2026	Ongoing