

UNIVERSITY OF WARWICK

STUDENT LEARNING EXPERIENCE AND ENGAGEMENT COMMITTEE (SLEEC)

There will be a meeting of the Student Learning Experience and Engagement Committee on **Monday 22nd January 2018** at **1.00pm** in CMR 1.0, First Floor, University House.

R Sandby-Thomas
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary, Clair Henrywood sleec@warwick.ac.uk

Committee papers can be accessed at
<https://files.warwick.ac.uk/seewg/browse#SLEEC/2018-01-22>

A G E N D A

MATTERS FOR CONSIDERATION BY THE COMMITTEE

1. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Working Group have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014), available online from <http://www.universitychairs.ac.uk/publications/>.

2. Minutes

TO CONSIDER:

The minutes from the meeting held on Thursday 26 October 2017.

3. Chairs' Business

TO RECEIVE:

Oral reports from Liam Jackson and Professor Gwen van der Velden.

4. Review of Personal Tutoring

TO CONSIDER:

A paper and an oral report from Professor Louise Gracia, Dean of Students, and Louise Hasler, Assistant Registrar (Learning & Teaching) (paper SLEEC.08/17-18, available online) that reports on the work of the Personal Tutoring Review Group and proposes a number of recommendations to enhance the provision.

5. University Education Strategy (paper to follow)

TO CONSIDER:

The revised draft University Education Strategy (paper SLEEC.09/17-18, available online), together with an oral update from Professor Gwen van der Velden / Jill Shaw.

6. Survey Action Plans – Professional Service Departments

TO CONSIDER:

- (a) The Student Survey Action Plans from Professional Services Departments (paper SLEEC.10/17-18, [available online](#)), to be read and reported on by groups of Close Readers.

REPORTED:

- (b) That the four groups of Close Readers be asked to comment through one nominated person at the meeting on the following:
 - (i) How the Department is working with students and academics to deliver the action plan;
 - (ii) Whether the action plan contains clear targets with an obvious link back to metrics;
 - (iii) Whether the action plan is inclusive of all student groups;
 - (iv) Whether the action plan draws on a wider range of feedback (not just NSS).
- (c) That the four groups of Close Readers are organised as follows:
 - (i) Group A – reviewing Survey Action Plans for the Library and ITS: Professor Andy Clark, Dr Ian Teursley, Dr Helen Nolan and Sue Bennett
 - (ii) Group B – reviewing Survey Action Plans for the Examinations Office (**paper to follow**) and Student Careers and Skills: Professor Gwen Van der Velden, Alex Delameilleure, Dr Jonathan Heron, Dr Dave Wood and Any Brewerton
 - (iii) Group C - reviewing Survey Action Plans for LDC and Space Management and Timetabling: Professor Colin Sparrow, Professor Louise Gracia, Liam Jackson, Dr Cathy Hampton and Helen Pennack
 - (iv) Group D – reviewing Survey Action Plans for the International Student Office and Wellbeing (**paper to follow**): Professor Gill Cooke, Emily Dunford, Dr Camilla MacLean, Amber Thomas and Nichola Howell-Manning.

7. Survey Strategy Steering Group

TO RECEIVE:

The draft terms of reference and membership for the Survey Strategy Steering Group (paper SLEEC.11/17-18, [available online](#)) with an oral update from Professor Gwen van der Velden.

8. Postgraduate Engagement with the Students' Union

TO RECEIVE:

A paper and oral report from Emily Dunford, SU Postgraduate Officer, on research undertaken by the Students' Union into the engagement and expectations of postgraduate students (paper SLEEC.12/17-18, [available online](#)).

9. Study Space Improvement and Strategy Development

TO RECEIVE:

A paper and oral report from Liam Jackson, SU Education Officer, on the work of the Student Space Working Group (paper SLEEC.13/17-18, [available online](#)).

10. Any Other Business

11. Date of the Next Meeting

TO REPORT:

That the date and venue for the next meeting of the Student Learning Experience and Engagement Committee (SLEEC) for the academic year 2017/18 is 1.00pm to 3.00pm on Friday 16th February 2018 in CMR 1.0, University House.