

UNIVERSITY OF WARWICK
STUDENT LEARNING EXPERIENCE AND ENGAGEMENT COMMITTEE (SLEEC)
OPEN MINUTES OF THE MEETING HELD
14:30, THURSDAY 15 OCTOBER 2020, online via Teams

Present	Megan Clarke	MC	Co-Chair, Students' Union Education Officer
	Professor Gwen van der Velden	GvdV	Co-Chair, Deputy Pro-Vice-Chancellor (Education)
	Agatha Allen-Jones	AAJ	Student representative, nominated by the SU (Faculty of Arts)
	Alex Baker	ABa	Student representative, nominated by the SU (Faculty of SEM)
	Christopher Bisping	CB	Academic Director (Postgraduate Taught)
	Ant Brewerton	ABr	Representative of the Library
	Dr Jane Bryan	JB	Student Engagement Co-ordinator (Faculty of Social Sciences)
	Professor Andrew Clark	AC	Academic Director (Undergraduate)
	Professor Will Curtis	WC	Degree Apprenticeships Lead
	Sofia Dadou	SoDa	Student representative, nominated by the SU (Social Sciences)
	Shingai Dzumbira	SDz	Students' Union Postgraduate Officer
	Dr Rebecca Freeman	RF	Dean of Students
	Dr Cathy Hampton	CHa	Academic Representative of the Faculty of Arts
	Dr David Lees	DL	Student Engagement Co-ordinator (Faculty of Arts, role share) (items 006 – 015)
	Emma Mundy	EM	Representative of University Marketing
	Dr Meleisa Ono-George	MOG	Academic Fellow of the WIHEA (items 006 – 015)
	Dr Kate Owen	KO	Student Engagement Co-ordinator (Faculty of SEM, role share)
	Amber Thomas	AT	Head of Academic Technology & Digital Transformation
Dr Dave Wood	DWo	Academic Representative of the Faculty of SEM	
Attending	Isabelle Atkins	IA	Students' Union, Disabled Students' Officer (item 013 only)
	Dan Derricott	DD	Secretary
	Craig Franklin	CF	Assistant Secretary to Education Committee
	Dr Leti Gramaglia	LG	Academic Director (WIHEA)
	Grace Nolan	GN	Student Communication Manager, Engagement Group
	Jo Richards	JR	Associate Director Market Research and Insight, Marketing
	Katharine Stratford	KSt	Assistant Secretary
	Ashley Storer-Smith	AS-S	Students' Union, Academic Voice Policy Consultant/Supervisor
	Despina Weber	DWe	Joint Head of Service of Disability Services (item 013 only)
Ref	Item		
001	<p>Welcome and Apologies for absence</p> <p>Apologies were received from: Dr Sarah Dahl, Dr Imogen Davies, Professor Christopher Hughes, Dr Elena Riva, Dr Karen Simecek, and Roberta Wooldridge Smith.</p> <p>New members were welcomed.</p>		
002	<p>Declarations of Interest</p> <p>No declarations were made.</p>		
003	<p>Minutes of last meeting on 06 February 2020</p> <p>The minutes of the meeting held on 06 February 2020 were received and approved, subject to minor amendments.</p>		
004	<p>Matters arising from last meeting on 06 February 2020</p> <p>(a) Invite the Academic Director (Education and Internationalisation) to the next meeting (minute 057-SLEEC-060220)</p> <p>Action completed. The Academic Director (Education and Internationalisation) has been invited to all SLEEC meetings in 2020/21.</p>		

(b) Nominate a replacement WHIEA Fellow [to cover temporary absence] (minute 058-SLEEC-060220)

Action completed. We have Leti Gramaglia with us, who is now the interim Director of WIHEA.

(c) Present a further paper to the Committee on the issues arising from departmental discussions on building learning communities by the middle of term two in 2019-20 (minute 011-SLEEC-220519)

Action no longer required and closed. The original paper {011-SLEEC-22052019, public} was received by SLEEC in May 2019 however the direction of the work has since changed. Significant progress has been made beyond SLEEC including via a Directors of Student (DSE) Experience Away Day and the DSE Network. Student peer mentoring and buddying, linked to the WIHEA Learning Circle, is underway. Departments are showing enthusiasm for building nurturing communities and examples of new initiatives have included film nights and staff sharing their work. Upcoming areas of focus will include inclusion in the context of community, and active bystander training (for 1st year undergraduates initially).

(d) Plan a staggered transition to a new group of Faculty Student Engagement Coordinators (minute 034d-SLEEC-141120)

Action superseded and closed. Two new role-sharing Faculty Student Engagement Coordinators are in place for the Faculty of Arts, and nominations will be sought in Term 3 for 2021/22 SEM and Social Science FSECs.

(e) Ethics in Using Student Data in Learning Analytics Sub-Group to report back to SLEEC after first few meetings (minute 025-SLEEC-091019)

Action ongoing. Progress had been impeded due to Covid-19 impacts across the University, with a first meeting anticipated in Term 1. The sub-group will liaise with the Students' Union to ensure strong student representation.

ACTIONS:

- 1) To seek nominations for FSEC roles in Faculties of Social Science and SEM in Term 3, for roles commencing 2021/22 and lasting three years.

Co-Chairs' Update

005

Co-Chairs' Business and Actions

The Committee received and noted verbal updates from the Co-Chairs:

(a) Assessment

Developments relating to assessment were expedited due to Covid-19, including a new central Marks Management system, enabling more detailed reporting of data relating to inclusion and awarding. Usage of the Alternative Exams Portal (AEP) will continue pending a more pedagogically supportive solution. All but a specific minority of assessments will take place online in 2020/21, with online remaining the preferred method thereafter.

(b) Student communications

Students studying by blended learning will have a greater reliance on direct and clear communication than usual and so increased communications are essential. With support provided by the Student Communications team, weekly newsletters will be made available to students, and clarity will be provided to departments on what can be communicated to students and when.

(c) National Teaching Fellowship 2020 Winner

Professor Robin Naylor (Economics) has been awarded an Advance HE National Teaching Fellowship (NTF) for work including championing widening participation across the UK HE sector. Of particular interest was research demonstrating that students who received contextual offers perform comparably to their peers.

	<p>(d) Decolonising the Curriculum A new coordinator in the SU is in the process of being recruited, who will develop plans further.</p> <p>(e) Safety net further proposals underway The SU is working with QA Workstream Group to ensure the Mitigating Circumstances policy and process are appropriate for this year, noting the limitations caused by Covid.</p> <p>(f) Culturally Competent Care The evaluation exercise has reported, and will form a substantive item at the next meeting of SLEEC.</p> <p>(g) Warwick Welcome Week The first virtual Welcome Week was very well received by students and has supported community building. The Committee formally thanked all staff and students involved in delivery.</p>
Items for Consideration	
006	<p>Membership and Terms of Reference 2020-21</p> <p>The Committee received the report (006-SLEEC-151020 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The Terms of Reference and 2020/21 Membership were received, with three new student representatives also welcomed to the Committee. • Thanks were given to the SU for refining and expediting the representative nomination process. <p>DECISION:</p> <ol style="list-style-type: none"> 1) The Committee noted its terms of reference as approved by Senate, which determine the scope of the Committee’s business and its modus operandi. 2) The Committee approved and recommend to Senate that the Academic Director (PGT) becomes a member of SLEEC in place of the Academic Director (PGR).
007	<p>Education Strategy Priorities 2020-21</p> <p>The Committee received the report (007-SLEEC-151020 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • Education Strategy Priorities in the context of Covid-19 were outlined, with rapid progress anticipated. • The new Academic Director (PGT) role will bring renewed focus on PGT, with early work including a portal for provision of PGT information. • Employability will be particularly challenging this year, and so ensuring all students are equipped to succeed will be a priority. This should include helping students to articulate skills acquired during blended learning. <p>DECISION:</p> <ol style="list-style-type: none"> 1) The Committee noted the 2020/21 Education Strategy Priorities
008	<p>Black Lives Matter</p> <p>The Committee received the report (008-SLEEC-151020 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The Students’ Union and University had both released statements of support and commitment. The term “decolonisation” at the University was clarified to mean specifically anti-racism and inclusion.

	<ul style="list-style-type: none"> • Recently senior University leaders attended Inclusion seminars; the Race Equality Task Force has and continues to actively engage with students; while the Library has collated a BLM reading list. • Momentum is building in academic departments, with meaningful approaches to anti-racism, inclusion and tackling the Black Attainment Gap being developed, and examples of good practice evident. • The Deputy Pro-Vice-Chancellor (Education) offered to meet with members of the Race Equality Task Force towards strengthening the inclusion of Black students' views on University committees. • Developments from the SU, the Race Equality Task Force, and other relevant sources will be shared with SLEEC as appropriate. <p>DECISION:</p> <p>1) The Committee noted the Black Lives Matter statements from the Students' Union and the University and progress to date.</p>
009	<p>Results of National Student Survey 2020</p> <p>The Committee received the report (009-SLEEC-151020 {protected}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • Results and headline analyses were noted, with the University's overall position in the sector held. • Outcomes for individual departments would be explored further during TEG meetings, including a focus on strengthening student learning communities. <p>DECISION:</p> <p>1) The Committee noted the results of NSS 2020 and the approach to responding to students' feedback</p>
010	<p>Student Surveys and Feedback in 2020/21</p> <p>The Committee received a verbal report and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • Faster analysis of feedback from students and flexibility of focus is needed to effectively understand students' blended learning experiences and so a series of internal surveys will be delivered across this academic year. This will be supplemented by existing formal and informal sources of insight from teaching and support teams, module feedback, and through SSLCs, as well as leveraging the strengthened student rep system. The University is striving to listen, understand, and act upon feedback. • Implications of the OfS review of NSS were yet to be fully understood. • Members were invited to share further comments with the Associate Director for Market Research and Insight or the Co-Chairs, including views relating to the potential formation of a new subgroup for Student Surveys and Feedback. <p>DECISION:</p> <p>1) The Committee noted and supported the proposed direction of student surveys and feedback.</p>
011	<p>Module Evaluation for Blended Learning</p> <p>The Committee received the report (011-SLEEC-151020 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • That members felt that the core questions remained appropriate in the context of blended learning, with no changes required. <p>DECISION:</p> <p>1) The Committee considered the module evaluation core questions and did not propose any changes.</p>

012	<p>Academic Reps Strategy 2020-2023</p> <p>The Committee received the report (012-SLEEC-151020 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The Strategy draws together experience and feedback from student reps on the operation and impact of SSLCs and the support for student reps more generally. The SU has strengthened the Student Representation system with ambitious plans to refine further through KPIs, increasing the flow of feedback between the SU and departmental and faculty reps. • Engaging students who find it harder to participate in the current representative system will be explored further, including PGT students, Degree Apprentices, distance learners and professional placement students. • The SU asks the University to promote and celebrate the work and impact of student reps and SSLCs to build student engagement with their reps further. • The Partnership Agreement between the SU and the University will be presented to Senate in January 2021. <p>DECISION:</p> <p>1) The Committee noted the Academic Reps Strategy and its next steps.</p> <p>ACTIONS:</p> <p>1) The SU Postgraduate Officer to provide an update on the engagement and support of PGT students in the student rep system at SLEEC’s February 2021 meeting.</p>
013	<p>Learning Experience and Engagement of Disabled Students</p> <p>The Committee received the report (013-SLEEC-151020 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The discussions built upon those of last academic year at SLEEC, in the context of blended learning. • Challenges faced by disabled students are wide ranging and depend on individual circumstances, including students who do not formally identify as disabled. • The University should take the opportunity to also reflect on elements of blended learning, particularly accessibility, which would benefits students if retained longer-term. • Benefits of blended learning have included: access to asynchronous learning studied at an individual’s own pace; opportunity for online rather than face-to-face interaction; and 24-hour submission windows for exams providing flexibility. • Challenges included: lip-reading difficulties online and with mask; variable audio quality; the lack of meaningful social interaction; and the variable structure of learning across departments. Furthermore, some students may be unable to come to campus for the library or other support due to health or caring reasons. • Work is underway to develop transcripts and to improve video captioning accuracy for those most in need (with associated resourcing implications), particularly where technical language is used. • Student support networks through incidental conversations are currently reduced and so proactive communications with students should be developed further, particularly empowering personal tutors to reach out to and support students, and refinement of the reasonable adjustments process. Students should be reminded that Disability Services can signpost to appropriate support. • The University and SU are listening carefully to students’ feedback, and valuable insight from the Warwick Enable report has also helped to inform practice. • A subset of attendees will meet to progress discussions swiftly outside of the Committee meetings, to include the Dean of Students, the SU Disabled Students Officer and the Joint Head of Service of Disability Services. <p>ACTIONS:</p> <p>1) Dean of Students, the SU Disabled Students Officer and the Joint Head of Service of Disability Services to meet to progress issues relating to the student experience of disabled students.</p>

014	Student Innovation at Warwick The item was postponed until the next meeting.
Other	
015	Any other business There was no other business.
Next meeting: Thursday 19 November 2020, 10:00, online via Teams	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
2019/20			
011-SLEEC-220519 Building Learning Communities	ACTION: Present a further paper to the Committee on the issues arising from departmental discussions on building learning communities by the middle of term two in 2019-20.	RF Term 2, 2019/20	Closed, no longer required.
025-SLEEC-091019 Sub-Group to Oversee the Ethics of Using Student Data in Learning Analytics	ACTION: Ethics in Using Student Data in Learning Analytics Sub-Group to report back to SLEEC after first few meetings.	RF Term 3, 2019/20	Ongoing (delayed due to Covid-19)
034d-SLEEC-141119 Matters Arising	ACTION: Plan a staggered transition to a new group of Faculty Student Engagement Coordinators.	GvdV Term 2, 2019/20	Superseded and closed.
057-SLEEC-060220 Oversight of ISRI	ACTION: Invite the Academic Director (Education and Internationalisation) to the next meeting.	KSt April 2020	Complete
058-SLEEC-060220 Any Other Business	ACTION: Nominate a replacement WHIEA Fellow [for cover during a temporary absence]	GvdV April 2020	Complete
15 October 2020			
004-SLEEC-151020 Matters Arising	ACTION: To seek nominations for FSEC roles in Faculties of Social Science and SEM in Term 3, for roles commencing 2021/22 and lasting three years.	KSt Term 3 2020/21	New
006-SLEEC-151020 Membership and Terms of Reference 2020-21	DECISIONS: 1) The Committee noted its terms of reference as approved by Senate, which determine the scope of the Committee's business and its modus operandi. 2) The Committee approved and recommend to Senate that the Academic Director (PGT) becomes a member of SLEEC in place of the Academic Director (PGR).		
007-SLEEC-151020 Education Strategy Priorities 2020-21	DECISION: The Committee noted the 2020/21 Education Strategy Priorities.		
008-SLEEC-151020 Black Lives Matter	DECISION: The Committee noted the Black Lives Matter statements from the Students' Union and the University and progress to date.		
009-SLEEC-151020 Results of NSS 2020	DECISION: The Committee noted the results of NSS 2020 and the approach to responding to students' feedback.		
010-SLEEC-151020 Student Surveys and Feedback in 2020/21	DECISION: The Committee noted and supported the proposed direction of student surveys and feedback.		

011-SLEEC-151020 Module Evaluation for Blended Learning	DECISION: The Committee considered the module evaluation core questions and did not propose any changes.		
012-SLEEC-151020 Academic Reps Strategy 2020-23	DECISION: The Committee noted the Academic Reps Strategy and its next steps.		
	ACTIONS: Provide an update on the engagement and support of PGT students in the student rep system.	SDz February 2021	New
013-SLEEC-151020 Learning Experience and Engagement of Disabled Students	ACTION: Dean of Students, the SU Disabled Students Officer and the Joint Head of Service of Disability Services to meet to progress issues relating to the student experience of disabled students.	RF Term 1, 2020/21	New