UNIVERSITY OF WARWICK STUDENT LEARNING EXPERIENCE AND ENGAGEMENT COMMITTEE (SLEEC) OPEN MINUTES OF THE MEETING HELD 12:30, THURSDAY 25 NOVEMBER 2021, online via Teams			
Present	Professor Gwen van der Velden	GvdV	Co-Chair, Deputy Pro-Vice Chancellor (Education)
	Ant Brewerton	AB	Representative of the Library
	Dr Sarah Dahl	SD	Academic Representative of the Faculty of Social Sciences
	Lucy Davis	LD	Student Engagement Officer, EPQ
	Dr Leti Gramaglia	LGra	Head of Academic Development (ADC)
	Dr Gemma Gray	GG	Student Engagement Coordinator (Faculty of SEM, role share)
	Lee Griffin	LGri	Academic Director (Postgraduate Taught)
	Dr Modupe Jimoh	MJ	Academic Fellow of WIHEA
	Dr Russ Kitson	RK	Academic Representative of the Faculty of Science, Engineering and Medicine
	Dr David Lees	DL	Student Engagement Co-ordinator (Faculty of Arts, role share)
	Kate Mawson	KM	Student Engagement Coordinator (Faculty of Social Sciences)
	Nathan Parsons	NP	SU Postgraduate Officer
	Kerry Pinny	KP	Head of Digital Learning Environment Services, Academic Technology
	Sidney Pycroft	SP	Student representative (Social Sciences)
	Naomi de la Tour	NdlT	Academic Representative of IATL
	Dr Jianhua Yang	JY	Student Engagement Coordinator (Faculty SEM, role share)
Attending	James Alexander	JA	Strategic Change Director, IDG (item 025 only)
	David Bather Woods	DBW	Member of Peer Mentoring Learning Circle (item 024 only)
	Lauren Botham	LB	Secretary
	Chih-Hsiang Lo	C-HL	SU Societies Officer *(acting Co-Chair)*
	Karen Simecek	KSi	Member of Peer Mentoring Learning Circle (item 024 only)
	Katharine Stratford	KSt	Assistant Secretary
	Julie Taylor	JT	Member of Peer Mentoring Learning Circle (item 024 only)
Ref	**Item**		
019	**Welcome and Apologies for Absence** Apologies were received from Professor Jo Angouri Isabelle Atkins, Professor Andy Clark, Dr Rebecca Freeman, Cathy Hampton, Sam Hardy, Professor Christopher Hughes, Dr Rebecca Limb, Emma Mundy, Jack Sperry, Professor Azrini Wahidin, and Roberta Wooldridge Smith. The 2021/22 Student Representative for SEM has not yet been nominated by the Students' Union.		
020	**Declarations of Interest** No new declarations were made.		
021	**Minutes of last meeting on 14 October 2021** The minutes of the meeting held on 14 October 2021 were received and approved.		
022	**Matters arising from last meeting on 14 October 2021** The matters arising were as follows: (a) **Consider the governance, reporting and review structures of the SEC roles (minute 049-SLEEC-270521).** Action completed. A Student Engagement Group has been formed which meets regularly to consider developments and issues across departments, and whose membership includes Faculty Student Engagement Coordinators, SU Academic Voice Coordinators, as well as relevant Education Executive and EPQ members. Formal governance arrangements were not considered necessary at present.		

	(b) Ethics in Using Student Data in Learning Analytics Sub-Group to provide update on broadened Terms of Reference and membership, and to give an update on developments and plans (minute 004-SLEEC-141021). Action ongoing. Digital Transformation in Education was gathering pace, with considerations widening from learning analytics to student data analytics and a focus on online assessment. Discussion took place under agenda item 025, and a further update will be provided at the next meeting. The remaining actions were not yet due.

	Co-Chairs' Update
023	**Co-Chairs' Business and Actions** The Committee received and noted verbal updates from the Co-Chair: **(a) Student Representation on SLEEC** Despite best endeavours, the Students' Union had been unable to nominate a SEM student representative for SLEEC but hopes to have the role filled by the next meeting. **(b) Transcription Pilot** The pilot had allowed identification and smoothing of operational issues. Following a focus on raising awareness, it was anticipated that uptake would increase. Details will be shared at the next meeting. **(c) Data Relating to Students with Disabilities** Data analysis was underway to give an overview of where there were differences in the learning experience and would be shared at the next meeting. **(d) Teaching Excellence Group (TEG) 2021/22** It was confirmed that TEG would run in Term 2, with a return to pre-pandemic levels of assurance. EPQ will share further details with those involved. **(e) NSS Optional Questions** Subject to UEB approval six optional banks of questions will be used, plus two custom questions relating to teaching methods and the effectiveness of the mixture of campus and online learning. **(f) Professional Services' Survey Action Plans** The Student Success Programme Board has taken ownership from SLEEC, with initial discussions to take place at their December meeting and an update to be provided to SLEEC later in the year. **(g) STEM Grand Challenge Consultation** Members were encouraged to get involved to help shape the future of Teaching and Learning. **(h) SLEEC Coffee Mornings** Attendees were thanked, and all members were invited to explore the co-creation space in the Library **(i) Academic Voice** Student rep training has taken place and resources for convenors and reps made available. The SU were confident that despite staffing challenges, the academic rep system would remain robust.

Items for Consideration	
024	**Student-to-Student Peer Mentoring at Warwick** The Committee received the paper (024-SLEEC-251121 {public}) and key points and discussions were as follows: • The Learning Circle formed in 2019 to move from individual department-level initiatives to institutional-level, with the direction led by students, and were now considering the implementation phase including how to support students and departments. It was emphasised the careful planning by departments, including identification of potential challenges and enabling student ownership, would maximise longevity and effectiveness of mentoring schemes. • Mentoring schemes were already being run by some student societies and would be considered. • Challenges were noted, particularly in engaging PGT students on one-year courses, students on single term modules (e.g. at IATL) as well as degree apprentices and students on placements, however departments would be encouraged to tailor to their students' specific situations and needs and this could include pastoral mentoring. An existing student-led scheme in IATL provided an effective model for single-term students, and the Learning Circle representatives expressed an interest in exploring this model further. • The importance of supporting mentors and mentees to understand and agree the nature of the relationship and recognising the natural end was noted. • The potential for a hybrid mentoring model will be revisited, given the benefits and students' familiarity with online platforms, increasing accessibility for all students including those off-campus. • Next steps would be identified by the incoming Learning Circle leads, with a focus on supporting implementation including for students on non-standard study patterns, and a celebration of peer mentoring. Members were encouraged to share further examples of good practice. • The Learning Circle representatives were invited to meet with the Deputy Pro-Vice Chancellor (Education) and Dean of Students to discuss the embedding of Inclusive Education principles. • The committee welcomed the progress made and were supportive of the intended direction. **DECISION:** The Committee: 1) **Noted** the report on the current state of peer mentoring at Warwick. 2) **Discussed** the good practice guidance for peer mentoring and recommendations around the future development of peer mentoring.
025	**Digital Transformation of Education** The Committee received a verbal update and key points and discussions were as follows: • The project seeks to improve and simplify the user experience for students across the numerous systems and make the access and availability of records and information intuitive with a 'single source of truth'. Improvement in the agility of staff systems also falls within scope, as does supporting the University's commitment to increasing interdisciplinarity. • A supplier for an online assessment platform is expected to be confirmed shortly with a pilot running in terms 2 and 3 and full roll out planned within three years. It was noted however that potential suppliers do not yet offer an integrated marks management solution. • A formal paper will follow to a future meeting, to include a roadmap and indicators of success. • An overview of the IDG (Information and Digital Group) organisational structure was provided and their role in supporting all aspects of change management explained. Members noted that relatively small change projects could result in significant time-savings for departments and so were supportive of IDG involvement in a mixture of both larger and smaller projects.

	• Students would be engaged at appropriate points of projects and the Committee advised ensuring that students were well supported to contribute. The ethics of students dedicating their time to projects they would not see to fruition was raised however experience of other longer-term projects suggested students were likely to want to help, and the experience of Estates in engaging students extended projects would be valuable, as would the model of Library Associates. Personal benefits would be emphasised to students, such as developing transferrable employability skills. • Members were invited to share further feedback, particularly around engaging students. **DECISION:** The Committee **noted** the verbal update on Digital Transformation of Education.
026	**Students' Union Priorities 2021/22** The Committee received a verbal update and key points and discussions were as follows: • Provisional priorities were under consultation within the Students' Union and included supporting in-person teaching and learning, use of lecture capture, study spaces, and assessment diversification. Confirmed priorities would be shared with SLEEC in term 2. **DECISION:** The Committee **noted** the provisional SU priorities.
027	**PGT Priorities** The Committee received a verbal update and key points and discussions were as follows: • Priorities will cover diversity, coherence and community. • PGT students may be full- or part-time and their compressed timetable can mean that the learning journey may not align well with University events such as Careers Fairs. • Limited opportunities for PGT interdisciplinary study will be addressed. • PGT Widening Participation is currently less well defined than for UG. • A strong focus on community will include international students and mentoring. • The Committee welcomed the renewed focus on the PGT learning experience. **DECISION:** The Committee **noted** the PGT priorities.
028	**Membership Updates** The Committee received the paper (028-SLEEC-251121{public}). **DECISION:** The Committee **approved** both proposed changes to the membership: 1) Professor Jo Angouri to become a member 2) "Degree Apprenticeship Lead" role removed
029	**Education Strategy Priorities 2021/22** The Committee received the paper (029-SLEEC-251121{public}), supplementing discussions at the previous meeting. **DECISION:** The Committee **noted** the Education Strategy priorities.

Other	
030	**Any Other Business**
	The Student Engagement Coordinator (Faculty of Social Science) noted that some students were not engaging effectively in departmental and institutional meetings. Members were reminded to ensure that student members feel able and supported to contribute. The Student Engagement Officer offered to discuss further with the Student Engagement Coordinator (FSS) outside of the meeting, and members were also encouraged to share suggestions.
Next meeting: Thursday 10 February 2022, 12:30, online via Teams	

DECISIONS AND ACTIONS			
ITEM	**DECISION/ACTION**	**LEAD AND DUE DATE**	**STATUS**
2020/21			
049-SLEEC-270521 Role of Student Engagement Coordinators	**ACTIONS** 1) Consider the governance, reporting and review structures of the SEC roles. 2) Receive review of the Faculty Student Engagement Coordinator roles in academic year 2023/24 3) Recommend to Education Committee that workload recognition for SECs be considered as part of their wider discussion on workload recognition.	GvdV / RF / LD / SECs Term 1 2021/22 SECs 2023/24 GvdV Summer 2021	Completed Ongoing Ongoing
053-SLEEC-270521 Decolonise Programme	**ACTION:** The Committee requested a further update on the Decolonise Project	KS / Decolonise Programme Manager Term 1 2021	Ongoing – awaiting appointment to role.
055-SLEEC-270521 Learning Experience of Disabled Students	**ACTION:** The Committee requested an update in 2021/22 of the transcription pilot review.	KS / Despina Weber Term 1 2021	Ongoing – expected Term 2
2021/22			
004-SLEEC-141021 Matters Arising	**ACTION**: Ethics in Using Student Data in Learning Analytics Sub-Group (new name tbc) to provide update on broadened Terms of Reference and membership, and to give an update on developments and plans.	RF Term 2 2021/22	Ongoing
004-SLEEC-141021 Matters Arising	**ACTION:** Provide an update on the engagement and support of PGT students in the student rep system	NP, LG, AS-S Term 2/3 2021/22	Ongoing
007-SLEEC-141021 NSS 2021 Results	**ACTION**: Include SLEEC members in communications publicising the new library social and co-creation spaces and ideas for use	AB Term 1	Ongoing
024-SLEEC-251121 Student-to-Student Peer Mentoring at Warwick	**DECISION:** The Committee: 1) Noted the report on the current state of peer mentoring at Warwick. 2) Discussed and were supportive of the good practice guidance for peer mentoring and recommendations around the future development of peer mentoring.		
028-SLEEC-251121 Membership Updates	**DECISION:** The Committee approved both proposed changes to the membership.		