

**UNIVERSITY OF WARWICK**  
**WIDENING PARTICIPATION COMMITTEE**  
**RESTRICTED MINUTES OF THE MEETING HELD ON 29 June 2023**  
**9.30-11.30AM**

Ref	Item		
<b>Present</b>	Professor Christopher Hughes	CH	Pro Vice Chancellor (Education), (Chair)
	Kieran Barry	KB	SU WP Part-Time Officer
	Paul Blagburn	PB	Head of Widening Participation, (Secretary)
	Dr Rebecca Freeman	RF	Dean of Students
	Professor Letizia Gramaglia,	LG	Head of Academic Development
	Associate Professor Lee Griffin	LGri	Academic Director, Postgraduate Taught Education
	Professor Ruth Hewston	RH	Director of the Centre for Lifelong Learning
	Chih-Hsiang Lo	CHL	Students' Union Representative - Education
	Natalie Lloyd	NL	Deputy Director of Development
	Professor Derrick Watson	DW	Head of Psychology, Faculty of SEM
<b>Attending</b>	John Bleasdale	JB	Director of Development, IntoUniversity (in attendance for item 053 only)
	Eilish Donnell	ED	Director of Delivery, IntoUniversity (in attendance for item 053 only)
	Claire Edden	CE	WP Faculty Co-ordinator, Social Sciences; WP Student Advisory Group Co-Chair
	Cherryl Jones	CJ	WP Access and Lifecycle Manager; Student Success and Progression Working Group Co-Chair; Acting Assistant Secretary
	Catherine McNicholl	CMc	Widening Participation Manager
	Anne Wilson	AW	Head of Careers; Representing Director of Student Opportunity
048	<p><b>Apologies for absence</b></p> <p>Apologies were received from:</p> <p>Amanda Bishop, (WP Faculty Coordinator, SEMM); Adele Browne, (Director of Student Experience); Adam Child (Academic Registrar); Baljit Gill (Widening Participation Manager and Assistant Secretary); Victoria Hill (WP Faculty Coordinator, Arts); Kate Ireland, (Director of Centre for Teacher Education); Nina Anne Lawrence, (Head of Academic Department, Foundation Studies); Kulbir Shergill, (Director of Social Inclusion); Dr Tammy Thiele, (WP Evaluation and Evidence Manager; Research and Evaluation Working Group Co-chair); Professor Patrick Tissington, (Academic Director of Employability and Skills); Professor Gwen Van Der Velden, (Deputy Pro-Vice Chancellor (Education)).Roberta Wooldridge Smith (Director of Student Opportunity)</p>		
049	<p><b>Declarations of Interest</b></p> <p>No new declarations were made.</p>		
050	<p><b>Minutes of last meeting on 23 May 2023</b></p> <p>The minutes of the meeting held on 23 May 2023 (050-WPC230523{Protected}) were received and approved.</p>		
051	<p><b>Matters arising from last meeting on 23 May 2023</b></p> <p>There were no other matters arising from the meeting on 23 May 2023 that were not covered in the agenda.</p>		

<b>Chair's Update</b>	
052	<p><b>Chair's Business and Action</b></p> <p>a) <u>Committee Membership updates</u></p> <ol style="list-style-type: none"> <li>i. Director of Centre for Teacher Education - KI will step down as Director at the end of the academic year and will also step down from the WP Committee.</li> <li>ii. <u>Deputy Pro-Vice Chancellor (Education)</u> - GV is stepping down at the end of the Academic year</li> <li>iii. <u>SU Representatives</u> - KB and CHL have reached the end of their tenure as representatives of the SU</li> <li>iv. Pro-Vice Chancellor Education – CH will step down as Pro-Vice Chancellor at the end of the academic year and as such step down as Chair of the Committee handing over to Professor Lorenzo Frigerio from the start of the next academic year.</li> </ol> <p>Thanks were expressed to all for their time and commitment to the work of the committee.</p> <p>b) <u>National Student Survey Results (NSS)</u> – results released 10/08/2023</p> <p>c) <u>Access and Participation Plan (APP) update</u> – Warwick has withdrawn from the first wave of APP submissions and will submit a new APP in the second wave (2023/24). Only two Russell Group universities are in the first wave, The University of Southampton and University of Leeds.</p> <p>There were no other updates from the Chair.</p> <p><b>ACTION</b></p> <p>The Head of Widening Participation to invite John Blake (Director For Fair Access and Participation, OfS) to attend the 5 October 2023 Committee meeting to share his reflections on the first wave of APP submissions and to connect with this group.</p>
<b>Substantive Items</b>	
053	<p><b>IntoUniversity Partnership</b></p> <p>The Committee received a presentation (053-WPC290623{Restricted}) from the Director of Development and the Director of Delivery for Into University (IU) and the Head of Widening Participation (Warwick).</p> <ol style="list-style-type: none"> <li>a) Overview – as part of Warwick's partnership with University College Birmingham (UCB), discussions are underway to consider how the two universities can work collaboratively in the areas of access and participation. Following the success of the IU Centre in Coventry, one possibility being investigated is to open a second, jointly supported, IU Centre in Birmingham.</li> <li>b) IU centres are located in deprived neighbourhoods working in partnership with schools. They work with children in years 5/6 (primary) through to year 13 (post-16). The centres have full-time staff supporting this work alongside volunteers.</li> <li>c) There are currently 39 IU centres in England and Scotland working with over 60,000 students per year. The charity aims to increase the number of centres to 50+. The Coventry IU centre opened 5 years ago and worked with 1,200 students this academic year alone.</li> <li>d) Considerations for location of a new centre take account of viability, sustainability and practicality: <ol style="list-style-type: none"> <li>i. Suitable number of primary schools nearby, with 55%+ eligibility for Free School Meals (FSM);</li> <li>ii. Deprivation data (IDACI and IMD);</li> <li>iii. Progression to higher education data (TUNDRA quintiles 1 &amp; 2)</li> <li>iv. Safe and practical access to the centre, primary schools within walking distance.</li> </ol> </li> <li>e) Seven areas of Birmingham were considered. TUNDRA maps were used to identify suitable locations. The preferred location is in Shard End, covering schools in Shard End, Kingshurst, Lea Hall and Kitts Green.</li> </ol>

	<p>f) Delivery Outputs include aiming to reach maximum capacity reached by years 3-5:</p> <ol style="list-style-type: none"> <li>i. 2,200 students (minimum)</li> <li>ii. 50 Primary class groups</li> <li>iii. 3-8 Primary Schools</li> <li>iv. 3-5 Secondary schools</li> </ol> <p>g) Volunteering opportunities for HEI staff and students from both universities at the centre and at on campus events.</p> <p>h) The costs of establishing and running the centre would be similar to the Coventry centre but shared between IU, UCB and Warwick. A Memorandum of Understanding will be drawn up between the three partners with the aim of launching the new centre in 2024.</p> <p>i) PB stated that this new centre would be incorporated into Warwick's APP work, noting that the OfS want to see HEIs playing a bigger role in supporting the attainment of young people and growing their potential. IntoUniversity's impact report demonstrates that IU centres contribute to this.</p> <p>j) DW found the feasibility study impressive and noted that frequency of visits to campus would be important. NL stated that the costs of transport for young people and their families would need to be factored in.</p> <p>k) LG stressed the importance of opportunities to engage with other aspects of campus such as the Warwick Arts Centre (WAC) but it was acknowledged that the creative outreach remit of the WAC closely matched the IU Centre in Coventry and may not currently extend to the location of a new centre in Birmingham.</p> <p>l) CHL suggested that IU reach out to the SU to identify clubs and societies whose members engage in outreach work with schools. LG noted that Warwick Volunteers already link-in with IU. ED (IU) stated that annual planning is supported by the WP team and additional links with academic departments or SU clubs and societies could enhance provision.</p> <p>m) RH asked about opportunities to engage with parents and their own aspirations for higher education. RD advised that parental confidence in their relationships with schools are enhanced through the IU centres, learning together sessions support parents in helping their children to learn and IU graduations bring students and their families on to campus. This provided opportunities to talk to parents about their own aspirations.</p> <p>n) PB asked for examples of what works for existing multi-HE partnerships in IU Centres and how we could build on their experience. ED identified that supporting university students to access the centres as volunteers is vital and having HE staff spend time working from the IU centres enhances the relationship and mutual understanding. Evaluation of the impact of IU could help identify the barriers we need to address to ensure a centre's success.</p> <p><b>RECEIVED:</b></p> <p>The Committee <b>noted</b> the presentation and thanked colleagues from IntoUniversity for their attendance.</p> <p><b>ACTION:</b></p> <p>Committee assistant secretary to arrange a visit to the IU centre in Coventry for members of the Committee in the new academic year.</p>
054	<p><b>Warwick's Contribution to Social Mobility</b></p> <p>The Committee received a verbal update from the Head of Widening Participation.</p> <p>a) Impact Report should be available in draft form within the next two weeks and will be shared internally via Insite as well as with alumni and donors. Limited print copies will be prepared but an electronic version will include links to additional information. RF asked that the electronic version be checked for accessibility before publication.</p>

	<p>b) The report covers a five-year period and includes student insight as well as reflecting the work of the team and reflects on university-wide impacts. NL suggested using QR codes to link to students videos and interviews.</p> <p>c) LG asked about the dissemination plan and how students could be encouraged to read the report. PB explained that the Impact report will be featured on Insite within the context of other notable achievements such as the shortlisting of Warwick Scholas for University Progression initiative of the Year, once the outcome is known, and Warwick being shortlisted for the UK Social Mobility Awards in October. CH noted that Communication and Marketing colleagues, Emma Mundy and Ajay Teli are working on a piece to help dissemination. NL recommended using a student takeover of social media, potential to reuse content created for the Development Office in May. CJ suggested sharing the impact report with students who have worked on the events and activities featured in the report, including those who are now alumni.</p> <p><b>RECEIVED:</b></p> <p>The Committee <b>noted</b> the report.</p> <p><b>ACTION:</b></p> <p>PB to follow up with Emma Mundy and LG about dissemination plan.</p>
055	<p><b>Widening Participation Committee Reflections</b></p> <p>The Committee received a paper (055-WPC290623{Open}) from the Pro-Vice Chancellor (Education).</p> <p>a) Academic Governance Review currently being undertaken by Education Policy and Quality, led by Dan Derricott, on behalf of Senate. There will be an increased focus on this in 2023-24.</p> <p>b) Reviewing the WPC now as CH comes to the end of his term as Chair, having been the first and only chair since the WPC began in 2017-18, taking the place of the former WP Steering Committee.</p> <p>c) Shared the original Terms of Reference (ToR) and Membership, noting that current ToR and membership is available and updated online.</p> <p>d) CH invited immediate reflections ahead of next year and to help Lorenzo Frigerio as he comes in as the new Chair next academic year.</p> <p>i. KB was given assurance that the Students' Union would continue to be represented and it was noted that student experience and engagement in the WPC had been helpful.</p> <p>ii. RF commented that the focus of WPC was more on access than on student success. She also noted that Inclusive Education doesn't have a 'home' in the committee structure and if this could be included in the remit of the WPC this would ensure alignment with the new APP. PB rejected the suggestion of renaming the WPC the APP Committee in order to align with OfS terminology, which could change.</p> <p>iii. CH suggested that the current name of the Committee might lend itself to a focus on outreach and access rather than student success. PB referenced that the ToR already reflect a holistic approach but admitted that the first two years of the WPC did have a focus on the access element of our work as one of our core objectives. There has been a more balanced shift to the whole student lifecycle over the past few years.</p> <p>iv. PB suggested that the committee has a role in identifying which barriers, challenges and risks are greatest and considering how best to address these. He stressed that better and in-depth student voice input is needed here.</p> <p>v. PB asked how we stop committees becoming vacuums – committee business needs wider dissemination and profile raising. CH emphasised the importance of Committee members feeding back to their respective departments.</p> <p>vi. NL noted that Warwick Enterprise are not currently represented in the membership of the WPC</p>

	<p>vii. DW queried the remit of the four subgroups, and it was agreed that these need a revamp.</p> <p><b>RECEIVED:</b></p> <p>The Committee <b>noted</b> the update.</p>
<b>Monitoring, Policy and Governance</b>	
056	<p><b>Warwick Bursary Holders Survey</b></p> <p>The Committee received a report from the Student Funding Support Team (056-WPC290623{Open}) delivered by the Head of Widening Participation</p> <ol style="list-style-type: none"> <li>a) The OfS expect providers to evaluate the effectiveness of financial support provision. Original focus of this support was on promoting access, but it's no longer used for that, it's more about enabling engagement.</li> <li>b) The WP Evaluation and Evidence team looked at outcomes for Warwick Bursary students and demonstrated that they had better continuation rates and degree outcomes than those students not eligible for the bursary.</li> <li>c) The Warwick Bursary Holders Survey tells a different part of the story, particularly relating to the cost of living.       <ol style="list-style-type: none"> <li>i. Approximately 25% of home fee paying students receive the Warwick Bursary</li> <li>ii. Students use the bursary for course costs, living costs, accommodation.</li> <li>iii. Bursary recipients also undertook part-time work, and this impacted on their student experience. The numbers of students undertaking work during term time only had gone down compared to last year.</li> </ol> </li> <li>d) Discussion around whether the bursary could be improved noted the following points:       <ol style="list-style-type: none"> <li>i. The Bursary enables students to engage in all aspects of the student experience</li> <li>ii. There have been no inflationary increases since the bursary was introduced in 2013</li> <li>iii. A broader review of financial support provision is needed alongside APP development. Household income thresholds could be considered as part of this review.</li> <li>iv. Review of communication of this support to students i.e., making them aware that this is a universal bursary which they do not have to apply for.</li> <li>v. A new financial support model could be developed alongside development of other forms of support.</li> </ol> </li> <li>e) LG suggested that we try to contextualise part-time work as we pay students for co-production and co-design, which is quite flexible so could suit WP students. RF noted that there are also paid opportunities in departments but it's not clear how accessible these are to WP students. PB indicated that some Warwick Bursary students may struggle to commit to term-time work because of other commitments.</li> <li>f) CH referenced the cost-of-living report compiled by the Director of Student Experience which noted that we do pay students for their involvement in designing education and projects</li> <li>g) DW suggested including a question around reasons for undertaking paid employment.</li> <li>h) CMc noted that students at the recent open day commented on accommodation costs being very expensive with the example of Bluebell costing £233 per week for a 40 week term-time let. CJ referenced work underway with the Accommodation team to look into the demographics of students accessing different types of on campus accommodation as well as some research being done by a student through the Social Mobility Student Research Hub. DW suggested that accommodation could consider a range of prices within individual buildings to make all types of accommodation accessible to all students.</li> </ol> <p><b>RECEIVED:</b></p> <p>The Committee <b>noted</b> the report.</p> <p><b>ACTION:</b></p>

	PB to propose adding Warwick Bursary review and accommodation costs to the cost-of-living work
057	<p><b>Warwick Scholars Internal Audit</b></p> <p>The Committee received a report (057-WPC290623{Protected}) from the Widening Access and Lifecycle Manager.</p> <ol style="list-style-type: none"> <li>a) CJ reported that Warwick Scholars had undergone an audit which concluded that there was a substantial level of assurance with few minor recommendations made.</li> <li>b) The audit looked at the following areas: <ol style="list-style-type: none"> <li>i. Alignment with the Education Strategy and WP Strategy with appropriate governance mechanisms in place</li> <li>ii. Access programme application and selection process met expectations relating to eligibility criteria</li> <li>iii. Means testing of financial support.</li> <li>iv. Engagement and progress monitoring enables timely intervention</li> <li>v. Evaluation included feedback from participants and enables adjustments to the programme</li> </ol> </li> <li>c) Areas of good practice highlighted included guidance and information; development of relationships with participants; financial support; risk management; theory of change model and data privacy.</li> <li>d) Recommendations included aligning the aims and objectives of the scheme to the reporting requirements and improvements to the data systems used to support the monitoring of progress and achievements of the scheme.</li> </ol> <p><b>RECEIVED:</b> The Committee <b>noted</b> the content of the report and congratulated the team on the outcome of the audit.</p>
058	<p><b>Admissions Update Deferred to next meeting</b></p> <p><b>ACTION</b> Committee Secretary to add this to the agenda for 05 October 2023</p>
059	<p><b>Inclusive Education Action Plan</b></p> <p>The Committee received a report (059-WPC290623{Open}) and presentation from the Dean of Students</p> <ol style="list-style-type: none"> <li>a) To date 27 departments have submitted Inclusive Education action plans and each have received £5,000 to support implementation. Plans will need to be updated.</li> <li>b) Faculty-level funding of £20,000 is also available and the Arts Faculty used some of this to host an event for staff and students to share examples of inclusive practice.</li> <li>c) Good practice in each faculty was highlighted including the practice of conducting exit interviews in Chemistry which often identified complex situations which could impact on inclusion.</li> <li>d) The Warwick Inclusion Conference and Anit-Racist Pedagogy Conference helped to address themes identified and offered an opportunity to share practice.</li> <li>e) Inclusive Education training sessions are to be offered through Advance HE</li> </ol> <p><b>RECEIVED:</b> The Committee <b>noted</b> the content of the report.</p> <p><b>ACTION:</b> RF to circulate presentation slides</p>
<b>Other</b>	
060	<b>AOB</b>

- a) PB thanked CH for his contribution to the widening participation agenda during his time as PVC Education and WPC Chair, noting that he had been a significant advocate internally and in the sector. Many of the highlights of the WP Impact report were achieved under his tenure and this was indicative of the changes implemented put the Warwick Education strategy on the map.

There was no other business.

**Close by 11.30**

**Next meeting: 05 October 2023**