

## Confirmed Minutes

<b>Meeting:</b>	<b>Academic Committee</b>
<b>Date:</b>	<b>27 July 2022</b>
<b>Time:</b>	<b>2 pm – 4 pm</b>
<b>Venue:</b>	<b>373 Euston Road, Room EUS101</b>

Name	Designation
<b>John Fairhurst</b>	Managing Director and Academic Principal (Chair)
<b>Dr Gwyneth Pitt*</b>	External Academic Advisor
<b>Dr Joan O’Mahony</b>	Director of Academic Development
<b>Maria Jackson</b>	Head of Equality, Diversity and Inclusion
<b>Anna Krajewska</b>	Director of CETL, and Head of School of Business and Accounting
<b>Dr Knowledge Mpofo**</b>	Chair of Research Ethics Committee
<b>Dr Joe Stevens</b>	Course Leader LLB
<b>Mubashir Qurashi</b>	Course Leader AFM
<b>Dr Achila Amarasinghe</b>	Course Leader BM
<b>Tom Ironmonger*</b>	Course Leader FY
<b>John Adjei</b>	Academic Lead for Employability and Lecturer, FY
<b>Arif Zaman*</b>	Lecturer, Business
<b>Dr Nnamdi Obiosa</b>	Deputy Head of the School of Business and Accounting
<b>Donna Leonard</b>	Academic Lead for Learning Enhancement
<b>Ahmed Junaid</b>	Academic Registrar
<b>Sarah Bailey*</b>	Director of the Centre for Student Engagement, Wellbeing and Success
<b>Charlayne Lewis-Thomas**</b>	Admissions Manager
<b>Tatiana Veiga Das Neves**</b>	President of the Student Guild
<b>Marcia Barrant</b>	Student Council Student Representative from 3-Year LLB Law
<b>Gergana Atanasova</b>	Student Council Student Representative from 3-Year AFM
<b>Niromy Rajan</b>	Student Council Student Representative from 4-Year LLB Law
<b>Anudi Ponnampereuma*</b>	Student Council Student Representative from 4-Year BM
<b>Slawomir Grzybek</b>	Head of Quality (Secretary)

No	Item
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**1.0 Apologies**

\*Denotes apologies

\*\*Did not attend not having sent apologies

**2.0 Minutes for approval and Action Tracker/Matters Arising:**

*2.1 Minutes from the previous meeting: 27 May 2022*

The minutes of the May AC meeting were agreed as a true record of the meeting and approved by the committee. The joint part of the minutes had been agreed at the July Board of Directors meeting and recommended for approval by the AC.

*2.2 Matters Arising/Action Tracker*

2.2.1 Minutes of 27 May 2022 AC

2.2.1.1 Item 4.3 refers

Completed: Agenda template amended to include new standing item - Internal Student Complaints.

2.2.1.2 Item 4.5 refers

Completed: See agenda item 4.1.

### 3.0 Academic Principal's Business

There was nothing to report in addition to what is on the agenda.

#### Part 1: Academic Regulatory, Policy and Procedural Documents for Recommended Approval, Approval and Information

##### 4.0 Confirmation of amendments

*No further approvals required*

###### 4.1 Engagement Policy

At its May meeting, the Academic Committee requested A Junaid to check with Glyndŵr University as to whether they apply a six-week withdrawal rule. A Junaid explained that the withdrawal rule for Glyndŵr University is not time-restricted and therefore does not stop us from retaining our current practice.

The committee agreed that the amendments requested were made and the Engagement Policy satisfied the condition under which it was approved.

#### Part 2: Non-academic Regulatory, Policy and Procedural Documents for Approval, Amendment, Discussion and Information

##### 5.0 For approval by AC

*No further approvals required*

###### 5.1 Appointment of an External Academic Advisor to Academic Committee

Documents received:

M Morgan Curriculum Vitae

J Fairhurst informed the committee that C Raban's office term came to an end. In response to the vacancy, we received an application from M Morgan who previously supported Bloomsbury Institute in challenging the OfS registration decision.

The committee noted that J O'Mahony worked with M Morgan at Advanced HE but agreed this does not pose a conflict of interest.

Following a discussion, the committee agreed to appoint M Morgan to the role of an External Academic Advisor to the Academic Committee.

M Morgan's term of office would start in September 2022.

##### 6.0 For discussion by AC

*AC approval is not required*

###### 6.1 OfS Travel Bursary Interim Evaluation Report

The following issues were highlighted following a summary of the OfS Travel Bursary Interim Evaluation Report:

- The Travel Bursary Scheme was deployed on a relatively small cohort which made the evaluation difficult.
- In the short term, there was no indication that the Travel Bursary Scheme had a positive impact on student engagement and submission.

The committee noted that a further qualitative evaluation would be carried out to eliminate the issue of small population size (this will be done with support from SEER).

The OfS Travel Bursary Interim Evaluation Report was supplemented with the EDIC Observations on the OfS Travel Bursary Interim Evaluation Report and the committee noted its findings.

## 6.2 National Student Survey Results

A Junaid reported on the NSS results and the following highlights were noted:

- Our results were above the sector benchmark.
- We scored lower when compared to last year's results.
- Sector average results were below last year's average.

The committee noted the results and considered them positive in particular when compared with the sector average. It was flagged, however, that as a WP provider our results need to be considered in the context of a high drop-out rate where views from non-continuing students would not be reflected.

A Junaid agreed but informed the committee that we compare our results with other providers with similar characteristics to ours to better contextualise the data.

It was noted that the results would be useful for marketing purposes.

A Junaid explained that Registry would produce a more detailed summary report for submission to the September AC meeting.

### 6.2.1 NSS Results from a Protected Characteristics Perspective Report

M Jackson presented the NSS Results from a Protected Characteristics Perspective Report and explained that the results should be considered in the context of relatively small numbers.

She also pointed out that the Covid pandemic has had an effect on the results but it is unclear whether it was positive or negative.

M Jackson flagged the following from her report:

- Students who declared a disability scored lower compared to their peers for key categories. This is in stark contrast to previous results.
- White students reported higher levels of satisfaction than other ethnic groups.

The committee welcomed the recommendation resulting from the report to provide a course-level EDI analysis for future reports.

Following a discussion, it was noted that with our small cohorts, we are likely not to be eligible to participate in the NSS for the next two years and it was recommended to use our current results as widely as possible to publicise it to potential students.

## **7.0 For information only**

*AC approval is not required*

### 7.1 Equality, Diversity and Inclusion

The committee received and noted the EDI update reports for June and July 2022.

M Jackson flagged from the June report the Guidance for Chairs and Governing Bodies on tackling harassment and sexual misconduct that the CUC has published. It was noted that the guidance has been passed on to our Board of Directors and would be considered to inform the review of our policies.

### 7.2 Advance HE / HEPI Student Academic Experience Survey 2022

The committee received and noted a summary of the Advance HE / HEPI Student Academic Experience Survey 2022 and the following points were flagged:

- Important indicators have moved back towards the pre-Covid results with UG students in most parts of the UK reporting better value for money. However, some indicators are still reported to be giving “real cause for concern” e.g. the need for greater focus on enhancing and improving teaching; student mental health; and the gap between expectations and experience in relation to assessment and feedback.
- The experiences of Black, Asian and Minority Ethnic students continue to appear to be less positive than those of White students with the gap between the two increasing this year despite modest improvements in the perceptions of Black, Asian and Minority Ethnic students.

### 7.3 Teaching and Learning Conference 2022

J O'Mahony informed the committee that the Teaching and Learning Conference 2022 was successfully delivered with good in-person attendance. She flagged that Glyndŵr University's Deputy Vice-Chancellor Claire Taylor attended the conference as our special guest as did Diana Beech, CEO of London Higher.

The committee noted that following her visit to join our panel at the conference, Diana Beech published her blog reflecting on breaking down barriers in HE.

The committee took the opportunity to thank the organisers and those who presented at the conference.

## **Part 3: Standing Items**

### **8.0 KPIs 2021-22: July 2022 update**

The updated Academic KPIs were considered, and the following was noted:

KPI 10a - first sit data for Semester 2 (pass in both modules) indicate that the KPI was not met, and the pass rates fell below 80%, a threshold that warrants a provision of a separate report. A Junaid informed the committee that in addition to those who passed both modules, some students passed one module in Semester 2 and these results would be presented in the separate report requested by the Board of Directors.

KPI 11 – it was noted that the methodology for calculating the first sit pass rate differs from the one applied to KPI 10. This is caused by some students not taking two modules in Semester 2 in their Level 6 studies. It was noted that the first sit data for Semester 2 (Level 6 module pass rate) indicate that the KPI was not met.

In light of the risk of not meeting the OfS numerical thresholds, the committee queried whether there was any indication available at this stage on how many of the students who failed their first sit would take their re-sit opportunity. A Junaid explained that this data would only be available in September and will be made available to the committee.

Following a discussion on the student performance and that of the FY students in particular J Fairhurst informed the committee that the initial findings from the report commissioned by the Board of Directors indicate that late enrolment also contributes to students' poor performance and to alleviate this issue, we will close enrolment 4 weeks before term starts going forward.

### **9.0 Admissions and Recruitment**

A Junaid reported that a total number of 317 students were enrolled on Glyndŵr University validated courses commencing in June.

He also provided an update concerning the October intake and it was noted that 400 applications from international students were being processed with face-to-face interviews scheduled throughout July.

The domestic recruitment and the challenges we are facing in the market had been discussed. The Student Representatives

## **10.0 Internal Student Complaints**

There were no complaints to report on.

## **11.0 OfS Updates**

### *11.1 Designated Quality Body*

J Fairhurst informed the committee that the Quality Assurance Agency for Higher Education (QAA) is to relinquish its role as the independent body checking on standards and quality in HE in England in March 2023.

It was noted that the QAA's function in Scotland, Wales and Northern Ireland, as well as its work on cross-UK sector reference points, such as the Quality Code for Higher Education, will be unaffected.

### *11.2 OfS Condition A1 Action Plan – July 2022 Update Report*

M Jackson reported that we remain compliant with our Financial Strategic Measures and Other Strategic Measures, and are assumed to be compliant with Strategic Measures 1, 2, 3, 4, 5 and 6 based on the returns from the Action Leads.

### *11.3 OfS Compliance Register – July 2022 Update Report*

It was noted that the format of the report has been changed on the request made by the Board of Directors.

M Jackson, who took over the OfS Compliance Register following A Jeram's departure, reported that we remain compliant with the OfS Conditions of Registration.

### *11.4 Access and Participation Plan*

M Jackson informed the committee that we met the OfS deadline for providers to submit a variation to their Access and Participation Plans. The primary purpose of this exercise was to align the plans with the new priorities set by the OfS.

M Jackson explained that a new APP would be created and submitted to the OfS in 2023. It would be created by the newly established Access and Participation Committee (including external members) which will take over the responsibility for the APP from the Equality, Diversity and Inclusion Committee.

## **12.0 Corporate Report July 2022**

The Corporate Report July 2022 was received and noted by the committee.

The term dates for the University of Northampton courses were flagged.

## **13.0 Corporate Risk Register June 2022**

The Corporate Risk Register June 2022 was received and noted by the committee.

## **14.0 Glynd ŵ r University**

A Krjaewska informed the committee that in addition to our accreditation for the UG provision our MBA and MSc Management courses were also accredited by the CMI.

## **15.0 TDAP**

The Department for Education was approached for an update on our application and so far only a pending response has been received.

**16.0 Confirmed minutes from other forums or committees for information, consideration or action.**

16.1 SMLT: 4 May 2022

The minutes of the May SMLT meeting were received and noted by the committee. There were no actions referred to AC.

16.2 SMLT (extraordinary): 18 May 2022

The minutes of the May extraordinary SMLT meeting were received and noted by the committee. There were no actions referred to AC.

16.3 SMLT: 1 June 2022

The minutes of the June SMLT meeting were received and noted by the committee. There were no actions referred to AC.

16.4 QAEC: 18 May 2022

The minutes of the May QAEC meeting were received and noted by the committee. There were no actions referred to AC.

16.5 EDIC: 30 May 2022

The minutes of the May EDIC meeting were received and noted by the committee. There were no actions referred to AC.

**17.0 Actions referred from other forums/committees where the minutes are unconfirmed/not yet available.**

17.1 SMLT: 6 July 2022

There were no actions referred to AC.

17.2 QAEC: 15 June 2022

The July QAEC was cancelled and the minutes of the June QAEC remain unconfirmed. There were no actions referred to AC.

17.3 EDIC: 15 July 2022

There were no actions referred to AC.

**Part 4: Any Other Business and Date/Time of Next Meeting**

**18.0 Any Other Business**

- A Krajewska informed the committee that the first output (teaching and learning resources) of the QAA collaborative project would be released on 5 September.
- J Fairhurst informed the committee that up to three new Non-executive Directors would be appointed to join the Board of Directors. The job adverts had been published and the first expressions of interest had been received.

**19.0 Date, Time and Venue of Next Meeting:** 28 September 2022 @ 2.00pm – 4.00pm, 7 Bedford Square, Ballroom.

