



Academic Board

LEARNING, TEACHING AND STUDENT EXPERIENCE COMMITTEE

Minutes of the meeting held on 1 May 2025 in EP1-015 on Frenchay Campus.

Present: Amanda Coffey (Chair), Umar Abbasi, Rubina Akhtar, Abdullahi Arabo, David Barrett, Georgie Benford, Maria Casado-Diaz, Jackie Chelin, Fiona Cottrell, Rachel Cowie, Kim Duffy, Richard Falle, Georgina Gough, Bernhard Gross, Antony Hill, Khadiza Hossain, Moya Lerigo-Sampson, Jo Midgley, Cathy Minett-Smith, Heather Moyes, Blossom Oo, Jackie Rogers, Lloyd Williams, Jonathan Winfield, Yarden Woolf, Fiona Yeung, Osman Yukselturk

Apologies: Rachel Colley, James Hazzard, Rachael Miles, Gerry Rice, Lucy Scott, Celina Tomas, Archie Veale, Viljo Wilding, David Young (Officer)

In attendance: Dan Bougourd (item 5.2), Katie Carson (item 6.1), Harriet Castor Jeffery (Secretary), Caroline Crawley (Executive Support Officer), Nicky Pavitt (item 4.1), Jessica Stainthorpe (item 6.1)

LTSEC.25.05.1 WELCOME AND APOLOGIES

LTSEC.25.05.1.1 The Chair welcomed attendees to the meeting, including Postgraduate Representative (PGR), Yarden Woolf. Apologies were recorded in the normal way.

LTSEC.25.05.1.2 No declarations of interest were received.

LTSEC.25.05.2 MINUTES AND MATTERS ARISING

LTSEC.25.05.2.1 Previous minutes

Paper LTSEC 25.05.01 was received.

LTSEC.25.05.2.1.1 Members approved the minutes of the meeting held on 5 February 2025.

LTSEC.25.05.2.2 Action sheet and matters arising
Link to the online action tracker provided.

It was noted that this is a starred item.

LTSEC.25.05.2.2.1 BOVTS: update on continued safeguarding of the student experience

LTSEC received assurance from the Academic Registrar that work is ongoing with BOVTS on the development of teach-out plans, that a meeting has been held with the Office for Students (OfS) to give assurance on progress, and that a further internal meeting is scheduled to review actions. A progress report will be presented at the June 2025 LTSEC meeting. **[Action: Academic Registrar]**

LTSEC.25.05.2.2.2 Reimagining Student Representation Project update

The Academic Registrar updated LTSEC members on current progress and assured members that a broader position piece would be presented at the June 2025 LTSEC meeting. **[Action: Academic Registrar]**

LTSEC.25.05.3 STANDING AGENDA ITEMS

LTSEC.25.05.3.1 The Students Union Report
Paper LTSEC.25.05.02 was received.

LTSEC.25.05.3.1.1 The Chair commended the Students Union (SU) on the quality of their report presented for LTSEC consideration.

LTSEC.25.05.3.1.2 LTSEC was informed about current SU activity, including outcomes from the Assessment Feedback Working Group and the Reasonable Adjustment to Deadline Task and Finish Group. Two space requests were also discussed: dedicated space for the ESports Society and a central Postgraduate Research (PGR) study space to enhance the doctoral student experience.

LTSEC.25.05.3.1.3 It was agreed that the Deputy Vice-Chancellor and Registrar will liaise with the Deputy Registrar and with Estates about the space requests for the ESports Society and PGR students **[Action: Deputy Registrar and Deputy Vice-Chancellor and Registrar]**

LTSEC.25.05.4 ITEMS FOR DISCUSSION

LTSEC.25.05.4.1 Changes to the Academic Regulations for 2025/26

Paper LTSEC.25.05.03 was received.

- LTSEC.25.05.4.1.1 The Student Voice and Academic Policy Team Manager, Nicky Pavitt, introduced proposed minor changes to the Academic Regulations for 2025/26, which include amendments proposed at the March 2025 UQSSC meeting.
- LTSEC.25.05.4.1.2 These minor changes clarify wording in response to student and staff feedback and remove the risk of a student's suspension of studies taking them to the end of their registration period. LTSEC endorsed the changes.
- LTSEC.25.05.4.1.3 *Escalation:* Endorsed regulations to go to Academic Board on 7 May 2025 for final approval ahead of the live publication on 1 August 2025.

LTSEC.25.05.5 ITEMS FOR ASSURANCE

LTSEC.25.05.5.1 Student Experience and Student Outcomes Risk Descriptors

Paper LTSEC.25.05.03 was received.

- LTSEC.25.05.5.1.1 The Academic Registrar advised members that the Student Experience Risk Descriptor template had been updated and captured the critical and priority actions. An update on the student voice and representation action is to be presented at the next LTSEC meeting. **[Action:** Academic Registrar]
- LTSEC.25.05.5.1.2 The Deputy Registrar advised members that the number of Student Outcome risk indicators has not changed since the February 2025 LTSEC meeting, but progress had been made. It was noted that the actions section is to be updated. **[Action:** Deputy Registrar]
- LTSEC.25.05.5.1.3 The School of Health and Social Wellbeing (SHSW) awarding gap was discussed. It was agreed that alignment should be ensured between current awarding gap work in SHSW and Access and Participation Plan (APP) activities. **[Action:** Director of Learning and Teaching (SHSW) and EDI Business Partner (Impact and Evaluation)].
- LTSEC.25.05.5.1.4 It was also agreed that non-EU student outcomes should be included on the risk register. **[Action:** Deputy Registrar].

- LTSEC.25.05.5.1.5 The Chair and Secretary will also consider how LTSEC will be assured of the work to close the gap between UK and non-EU student outcomes. **[Action: Chair and Secretary].**
- LTSEC.25.05.5.1.6 Following a review of the updated registers, LTSEC was assured tactical and strategic risks in these areas are being effectively managed and controlled.
- LTSEC.25.05.5.2 Degree Outcomes Statement: data report 2023-24**
Paper LTSEC.25.05.05 was received.
- LTSEC.25.05.5.2.1 The Head of Student Analytics, Dan Bougard, presented the internal data report to LTSEC members rather than the full Degree Outcomes Statement, due to HESA delays. Comparisons included to the market and to University Alliance institutions.
- LTSEC.25.05.5.2.2 Members noted that UWE's rates of good honours and first-class honours remain slightly below the market average, although the gap has narrowed. Members discussed securing oversight of work to improve the gap between outcomes for UK/EU domiciled and non-EU domiciled students. Members noted that comparisons between students at UWE's partner institutions and at UWE cannot be made with HESA data, but BI is working on internal proxy data.
- LTSEC.25.05.5.2.3 *Reporting:* The data report, together with the draft Degree Outcomes Statement, will be considered by UQSSC at its May 2025 meeting and presented to the June 2025 LTSEC meeting. **[Action: Academic Registrar].**
- LTSEC.25.05.5.3 UWE Programmes: progress update**
Paper LTSEC.25.05.06 was received.
- LTSEC.25.05.5.3.1 The Deputy Registrar assured LTSEC on progress made. Feedback on the UWE Programmes approach has so far been extremely positive, with appreciation shown by Schools for the clear guidelines and strategic direction facilitated by the implementation of the UWE Programmes Principles. A business as usual, thematic and risk-based approach is currently being drafted and will come to a future LTSEC.
- LTSEC.25.05.5.3.2 The Director of Learning and Teaching (SSOS) thanked the Academic Quality and Partnerships Enhancement Team and all other professional services colleagues involved in UWE Programmes for their flexible and valued support.

- LTSEC.25.05.5.3.3 The Chair noted that an update to the University on the philosophy of UWE Programmes and how it is working in practice would be beneficial. **[Action: Deputy Registrar].**

LTSEC.25.05.6 QUALITY, STANDARDS AND THE STUDENT EXPERIENCE

LTSEC.25.05.6.1 Course Survey 2024-25

Paper LTSEC.24.05.07 was received.

- LTSEC.25.05.6.1.2 LTSEC received a high-level summary of the recently published results of the 2024/25 survey and noted the improved response rates. Members discussed key matters including addressing specific concerns raised in the survey and securing oversight of the work at programme and School level to discuss the results and follow-up actions with students.

- LTSEC.25.05.6.1.3 It was noted by the Chair that LTSEC requires assurance from Schools on closing the feedback loop from the survey and resulting action plans addressing where responses do not meet thresholds. **[Action: Secretary]**

- LTSEC.25.05.6.1.4 The Chair thanked the Student Voice and Academic Policy team for their ongoing work and for presenting the survey findings for LTSEC consideration.

LTSEC.25.05.6.2 Access and Participation Plan 2024-25 to 2027-28

Paper LTSEC.25.05.08 was received.

- LTSEC.25.05.6.2.1 LTSEC received assurance on UWE's progress towards the seven institutional targets in the Access and Participation Plan (APP), including work on evaluating the impact of projects and defining lead indicators and outcomes. Members were further assured that the APP Monitoring Group is fulfilling its delegated responsibilities.

- LTSEC.25.05.6.2.2 The College Dean for Learning and Teaching (CATE) congratulated Fiona Cottrell (EDI Business Partner (Impact and Evaluation)) and the team for the brilliant, insightful and helpful College and School Workshops.

LTSEC.25.05.7 SUB-COMMITTEE REPORTING

LTSEC.25.05.7.1 University Quality and Standards Sub Committee

Paper LTSEC.25.05.09 was received.

- LTSEC.25.05.7.1.1 The minutes of the meeting on 22 January 2025 were noted.

LTSEC.25.05.7.1.2	The summary report of the meeting on 31 March 2025 was also noted.
LTSEC.25.05.7.1.3	The UQSSC Chair noted that the changes to the 2025/26 Academic Regulations had been discussed at the March UQSSC meeting and escalated to this LTSEC meeting.
LTSEC.25.05.7.1.4	The UQSSC Chair advised members that the advice for Programme Leaders when selecting RAYG ratings with the Curriculum Management Tool (CMT) had been updated on the intranet.
LTSEC.25.05.8	LTSEC BUSINESS
LTSEC.25.05.8.1	Audit of Chair's actions
LTSEC.25.05.8.1.2	The College Dean for Learning and Teaching (CATE) volunteered to audit this academic year's (2024/25) Chair's actions.
LTSEC.25.05.9	ANY OTHER BUSINESS
LTSEC.25.05.9.1	None.
LTSEC.25.05.10	DATE(S) OF NEXT MEETING(S)
LTSEC.25.05.10.1	Next meeting dates for academic year 2024/25: <ul style="list-style-type: none"> Thursday 5 June 2025