



Academic Board

LEARNING, TEACHING AND STUDENT EXPERIENCE COMMITTEE

Minutes of the meeting held on 6 November 2024 in Room 054 in EP1 on Frenchay Campus.

Present: Jo Midgley (Chair), Umar Abbasi, Abdullahi Arabo, Georgie Benford, Maria Casado-Diaz, Jackie Chelin, Kim Duffy, Richard Falle, Bernhard Gross, Marieke Guy (alternate for Chief Information Officer), Antony Hill, Khadiza Hossain, Rachael Miles, Cathy Minett-Smith, Heather Moyes, Gerry Rice, Lloyd Williams, Jonathan Winfield, Osman Yukselturk

Apologies: Amanda Coffey, David Barrett, Fiona Cottrell, Rachel Cowie, Georgina Gough, Miltos Hadjiosif, James Hazzard, Jackie Rogers, Lucy Scott, Moya Lerigo-Sampson

In attendance: Nick Biggs (item 6.1), Dan Bougourd (items 6.4 and 6.5), Harriet Castor Jeffery (Secretary), Caitlin Flint (item 6.5), Nicky Pavitt (item 6.3), Theresa Viner, David Young (Officer)

LTSEC.24.11.1 WELCOME AND APOLOGIES

LTSEC.24.11.1.1 The Chair welcomed attendees to the meeting, including the two co-opted members nominated during the September meeting: Richard Falle, representative for technical staff, and Fiona Cottrell, representative for Equality, Diversity and Inclusivity matters. It was further noted that, as per the Academic Board decision, Georgina Gough has been co-opted onto LTSEC as the sustainability representative. Lastly it was noted that, although the Lead School Reps have been recruited by the Students' Union, they have only just completed their training and allocation to Academic Board and LTSEC has not yet taken place. It is expected that the student reps will attend from the February LTSEC onwards. Apologies were noted.

LTSEC.24.11.1.2 No declarations of interest were received.

LTSEC.24.11.2 DEEP DIVE PRESENTATION

LTSEC.24.11.2.1 Careers, employability and GOS data (PBI)

Presentation was received.

LTSEC.24.11.2.1.1 The Head of Careers and Enterprise: Consulting and Curriculum gave a presentation on Graduate Outcomes Survey 21/22 results, current GOS strategy and progress to date.

In a broadly positive update, the presentation highlighted the GOS data headlines for UWE 2022 leavers and KPIs for continuous improvement, identifying positions of possible intervention to future proof the strategic direction.

LTSEC.24.11.2.1.2 Specific observations were as follows:

- 1) UWE is behind the market on positive outcome in graduate level employment percentage for the second year in a row. However, the University's unemployment rate is below the market average, and we are ahead in 34 of 68 subject areas.
- 2) A project resourced through data capture (e.g. career registrations), communications teams, and timescale/capacity commitments will provide an intensive programme of graduate support.
- 3) For its Safety Net Pilot scheme, UWE engaged Gradcore consultancy to offer enhanced employability support for a cohort of 50 recent graduates, with 34% attaining positive outcomes (defined as skilled employment, entrepreneurial opportunity or further study). Specifically, 36% of graduates went from unemployment into an outcome, whereas 31% went from *under*employment into an outcome.
- 4) UG to PG conversion to progress as per the Purpose Scorecard.
- 5) UWE aspires to have 147-160 more UWE graduates taking further study, although it is not desirable if this is at the expense of our Professional KPI.
- 6) A further key focus area involves data-informed programme prioritisation (CATE), UWE Programme prioritisation (CBL) and the CHSS Case Study in Psychology. Confidence was expressed in positive outcomes in Psychology, with a robust level of embedded management skills.
- 7) A governance structure will ensure that management skills, work-integrated learning and enterprise remain central to Learning and Teaching Post-Transformation.

LTSEC.24.11.2.1.3	<p>In discussion, members commented that:</p> <ol style="list-style-type: none"> 1) UWE's commitment to focused, practice-led interventions has not changed due to UTP. 2) Targeting PGT is crucial, and there is clearly more work to do. However, the 18-month data lag for GOS needs to be considered whenever trends are analysed. 3) Feedback on UTP should be gathered and communicated with students. 4) The Head of Careers and Enterprise: Consulting and Curriculum confirmed that an emphasis on the curriculum and the embeddedness of work-related skills was paramount.
LTSEC.24.11.2.1.4	LTSEC members agreed that they were assured that current work is well-targeted.

LTSEC.24.11.3 LTSEC 2024/25 BUSINESS

LTSEC.24.11.3.1 Sub-committee terms of reference

Paper LTSEC.24.11.01 was received.

LTSEC.24.11.3.1.1	The Chair introduced revised terms of reference for the University Quality and Standards Sub-Committee (UQSSC). Since the original terms were approved at the September LTSEC, minor revisions have been made to the memberships section to make student representation more efficient. Terms of reference were approved by LTSEC.
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LTSEC.24.11.3.1.2	The Chair introduced revised terms of reference for Apprenticeship Board.
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Terms of reference were approved by LTSEC.

LTSEC.24.11.4 MINUTES AND MATTERS ARISING

LTSEC.24.11.4.1 Previous minutes

Paper LTSEC.24.11.02 was received.

LTSEC.24.11.4.1.1	Members approved the minutes of the meeting on 11 September 2024.
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LTSEC.24.11.4.2 *Action sheet and matters arising

Link to online tracker provided.

LTSEC.24.11.4.2.1	Starred item. It was noted that the action tracker has been updated.
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LTSEC.24.11.5 STANDING AGENDA ITEMS

LTSEC.24.11.5.1 External environment scan (Chair's report)

Paper LTSEC.24.11.03 was received.

LTSEC.24.11.5.1.1 The Chair noted this paper, which surveyed diverse external developments in the wider educational, political and economic environment that create potential challenges and opportunities for UWE Bristol in the areas of learning, teaching and the student experience.

LTSEC.24.11.5.1.2 Specific areas included:

1. The main risks to course delivery, assessment, and academic support and student engagement highlighted by the OfS Insight Brief: *Findings from OfS quality assessments* (22 Oct 2024).
2. Implication of the rise of minimum wage, specifically on Students' Union staff on casual pay rates who contribute significantly to student experience and student events, as detailed in the Autumn Budget (30 October 2024).
3. Areas relevant to learning, teaching and the student experience raised by the Universities UK's *Opportunity, growth and partnership: A blueprint for change from the UK's universities* (30 Sept 2024).

LTSEC.24.11.5.2 *Chair's actions

Paper LTSEC.24.11.04 was received.

LTSEC.24.11.5.2.1 The following actions approved by the Chair on behalf of LTSEC were noted:

- a) BA(Hons) Interior Design – SHAPE roll out. Approved under Chair's action on 8 April 2024. This action was noted at this meeting to close the administrative loop.
- b) Levels 4 and 5 of the existing approved BEng(Hons) Mechanical Engineering with Manufacturing degree apprenticeship to be delivered by UCW. Approved under Chair's action on 4 October 2024.
- c) Minor changes to the Terms of Reference for the Access and Participation Plan (AAP) Monitoring Group. Approved under Chair's action on 25 October 2024.

- d) New MSc Clinical Practice award to run as an alternative to the existing MSc Advanced Practice. Approved under Chair's action on 28 October 2024.

LTSEC.24.11.5.3

The Students' Union report

Paper LTSEC.24.11.05 was received.

- LTSEC.24.11.5.3.1 The Students' Union Vice Presidents highlighted substantive areas from their report.
- LTSEC.24.11.5.3.2 Specific assurance was given to the Committee on Academic Representation. More than 1,000 programme level student reps have been signed up so far, with many having completed their improved training programme (with non-attendees at the training sessions being chased). As of late October, 23 Lead School Reps have been recruited after the second recruitment process, with eight vacancies still to be filled in the third and final round. An inaugural Student Rep Conference took place on Monday 4 November, chaired by the VP Education. The Chair and other members of LTSEC thanked the SU for their work on rep recruitment and the new training.
- LTSEC.24.11.5.3.3 An update on the Reimagining Student Representation Project will be made through the report presented later by the Academic Registrar (see LTSEC.24.11.6.3 below).
- LTSEC.24.11.5.3.4 Regarding the Student Consultation Panel (SCP), it was noted that close collaboration with the Student Voice and Academic Policy Team has seen the recruitment of approximately 200 students, with Student Engagement Roadshows scheduled to drive recruitment to the panel.
- LTSEC.24.11.5.3.5 It was reported that the Welcome Freshers' Fair was very successful, with over 11,000 students accessing information from hundreds of stalls representing UWE societies, sports clubs, activities and support organisations. Also mentioned as successes were the Black History Month events.

LTSEC.24.11.5.4

***Policy update tracker**

Link to online tracker provided.

- LTSEC.24.11.5.4.1 The progress of policy updates under the Policy Governance Framework was noted.

LTSEC.24.11.6	QUALITY, STANDARDS AND THE STUDENT EXPERIENCE
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LTSEC.24.11.6.1	Review of the new regulatory framework
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Paper LTSEC.24.11.06 was received.

LTSEC.24.11.6.1.1	The Senior Policy Adviser (SAS) introduced the evaluation report that summarised the implementation of the new regulatory framework.
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LTSEC.24.11.6.1.2	LTSEC was informed that much of the framework has been implemented effectively, with either positive or neutral staff feedback. However, some ongoing staff concerns and responses to the staff survey evaluation (September/October 2024) indicate several areas of challenge. Regarding these areas of further work, members of LTSEC discussed and endorsed the following recommendations:
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- 1) The Committee agreed to monitor the application of compensation regulations in light of reported inconsistencies in application experience and lack of records system functionality.
- 2) The Committee agreed to analyse the effect of the minimum pass mark for individual assessment tasks, including an emphasis on student support and the qualitative analysis of student experience (i.e. the human aspect of the academic journey).
- 3) After substantial discussion, and with the acknowledgment that the regulation requires time to be fully embedded, the Committee agreed to actively monitor the impact of uncapped resits and retakes. Regarding the statement in the evaluation report that 'there is no evidence from external examiner reports of any concern', members reported that uncapped resits had been raised by external examiners as an issue of concern. It was furthermore noted that the challenges associated with the uncapping regulation included pressures on staff workload and the potential impact on student wellbeing. Also identified was the need for enhanced student support (for both resit and work preparedness), more positive communication of the regulation, and the importance of working with External Examiners to mitigate their concerns.

LTSEC.24.11.6.1.3	Updates on these actions to be received at the end of 2024/25. LTSEC Business Plan to be amended to ensure that Committee
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oversight on these matters is scheduled according to this timeline.
[**Action:** Committee Officer]

LTSEC.24.11.6.2

UWE Programmes

Paper LTSEC.24.11.07 was received.

LTSEC.24.11.6.2.1

The Secretary introduced the paper prepared by the Deputy Registrar providing LTSEC with assurance on the progress of UWE Programmes.

LTSEC.24.11.6.2.2

Positive updates were received on one of the key staging points of the 2024/25 UWE Programmes process: the sprints organised by School/subject area which facilitate deeper more focused reviews of curricula. Three subject areas have thus far been through the process, all with positive feedback.

LTSEC.24.11.6.2.3

It was further reported that a dedicated UWE workshop space has been established in EP1 to host UWE Programmes workshops.

LTSEC.24.11.6.2.4

It was also noted that UWE Programmes is reviewing the number of delivery models currently being used by the University with a view to lessen timetable complexity.

LTSEC.24.11.6.2.5

Members asked for their thanks to the Senior Quality Advisers involved in UWE Programmes to be noted, as they are giving excellent support to Schools, enabling Schools to get the most out of the workshops.

LTSEC.24.11.6.3

Reimagining Student Representation Project Update, October 2024

Paper LTSEC.24.11.08 was received.

LTSEC.24.11.6.3.1

The Academic Registrar introduced a paper updating LTSEC on the delivery of the Reimagining Student Representation Project, a joint initiative between the Students' Union and University.

LTSEC.24.11.6.3.2

The paper summarised progress and achievements in the project's various workstreams (e.g. updated guidance and training, a review of the 'Principles of Academic Representation' as a benchmarking tool, BI reports for Lead School Reps, enhanced SU inductions) but also provided the Committee with a set of challenge questions:

- 1) What is effective representation? What does it look like?
- 2) How can we do things differently? (for example, in establishing a representation structure for PGR in partnership with the Doctoral Academy).
- 3) How committed is UWE Bristol to genuinely 'reimagine' representation?
- 4) If UWE succeeds in trailblazing representation, setting a high baseline for itself, more work will be generated, but who will do that work?
- 5) Can the University support the VPs and reps with evidence and data? Can a strengthened evidence base hold the University to account?
- 6) What are the best ways for future student leaders to be nurtured and encouraged?

LTSEC.24.11.6.3.3 There was discussion on KPIs and lead indicators such as voter turnout in student elections. However, it was noted that the most pertinent indicator is the qualitative level of engagement in the process. A lot more work needs to take place to help student reps feel empowered, with scope for improvement in certain areas. The project steering group would welcome any guidance from LTSEC members in response to the key challenges and risks identified.

LTSEC.24.11.6.3.4 Following discussion, LTSEC was assured that the project is on track to make a meaningful difference to student representation at UWE Bristol. LTSEC also reaffirmed the University's commitment to the mission of reimagining representation.

LTSEC.24.11.6.4 Awarding Gaps and Non-Continuation data

Paper LTSEC.24.11.09 was received.

LTSEC.24.11.6.4.1 The Head of Student Analytics (PBI) provided an update on awarding gaps (degree classification and school data) as well as KPI data on continuation. LTSEC members were invited to reflect on these latest available analytics and to assess the University's current trajectory.

LTSEC.24.11.6.4.2 The following indicative data was noted:

- 1) The UWE Good Honours (GH) rate is the same between 2022/23 and 2023/24.
- 2) There is a slightly smaller percentage of students achieving first class awards in 2023/24.
- 3) There has been a slight decrease in the ethnicity awarding gap (black gap to white) in 2023/24.

- 4) There has been a widening of the disabled/non-disabled awarding gap in 2023/24 (from 1% to 2%).
- 5) There is a concentration of black students in the School of Health and Social Wellbeing (CHSS).
- 6) The black-white awarding gap in the Schools shows a mixed picture (between –1% and 43%).
- 7) The non-continuation calculation is dependent on completion of student registration. However, strong progress has been made on methodology.
- 8) Pending further checks, the expectation is that the non-continuation rate amongst 2023/24 starters is expected to be lower than the previous year.

LTSEC.24.11.6.4.3	<p>Substantial discussion was held on the latest KPIs, with the following points being made:</p> <ol style="list-style-type: none"> 1) How can the best practice of some Schools with a strong GH profile, or with better awarding gap figures, be shared with other areas of the University? 2) UWE Programmes, the Anti-Racism Strategy and EDI all factor into the complex solutions for reducing awarding gaps. 3) Continuing prioritisation of awarding gap work is crucial. Good practice and monitoring need to be used to improve lesser-performing Schools. 4) LTSEC needs to make interventions and own this academic risk to assure Board of Governors.
LTSEC.24.11.6.4.4	The action plan on Awarding Gaps to be shared with the Students' Union [Action: Head of Student Analytics]
LTSEC.24.11.6.4.5	To assure the academic governance structure that LTSEC is providing active oversight, Paper LTSEC.24.11.09 to be appended to the LTSEC summary report that is submitted to the December Academic Board [Action: Committee Officer].
LTSEC.24.11.6.5	OfS B3 Regulations Analysis <i>Presentation.</i>
LTSEC.24.11.6.5.1	The Head of Student Analytics (PBI) and the Senior Business Intelligence Analyst introduced a paper that summarised UWE's position against the OfS (Office for Students) "minimum thresholds" condition of registration (condition B3).
LTSEC.24.11.6.5.2	LTSEC received the latest data and discussed the main areas of

risk, i.e. programme level data which falls below the OfS thresholds for key measures (completion, continuation and progression), modes of attendance (FT, PT and apprenticeship) and levels of study.

LTSEC.24.11.6.5.3 After discussion, the following actions were agreed:

- 1) PBI to give notice to Schools and Colleges of postgraduate data to ensure identified risks are not missed [**Action:** Head of Student Analytics].
- 2) Analytical team to liaise with the Academic Director of the Doctoral Academy on PGR [**Action:** Head of Student Analytics and the Senior Business Intelligence Analyst].
- 3) To address the potential of the CI tool in the review of B3 risk.
- 4) B3 data to be factored into the ongoing project on non-completion [**Action:** Academic Registrar].

LTSEC.24.11.7 ASSURANCE REPORTING

LTSEC.24.11.7.1 Annual report on quality and standards, 2023/24

Paper LTSEC.24.11.10 was received.

LTSEC.24.11.7.1.1 The Academic Registrar introduced the draft Annual Report on Quality and Standards for LTSEC's consideration and endorsement. The Annual Report is the mechanism which provides assurance to the Board of Governors that the University has in place the necessary processes to provide a high-quality, sector-aligned experience to students.

LTSEC.24.11.7.1.2 LTSEC was informed that an earlier version of this document was considered by UQSSC at its October 2024 meeting. This consideration has informed the confidence ratings proposed in the current version.

LTSEC.24.11.7.1.3 The following issues relating to the RAG-rating were flagged to members:

- 1) The proposed confidence rating for Academic Regulations has been raised to "Green", reflecting that the transition to the new Regulations has been effectively progressed.
- 2) Although the rating for Student Partnership and Student Voice remains at "Amber", the expectation is that the ongoing Reimagining Student Representation Project (see

LTSEC.24.11.6.3) will ensure that a full confidence rating is evidenced in due course.

3) Reviews of the risk indicators for quality and standards are currently underway.

LTSEC.24.11.7.1.4 The actions on the Annual Quality Report to be cross-referenced with those on the UQSSC Annual Assurance Report to ensure accuracy and consistency [**Action:** Academic Registrar]

LTSEC endorsed the draft report for onward submission to the Academic Board meeting on 11 December 2024 [**Action:** Secretary/Committee Officer].

LTSEC.24.11.7.2 Degree Outcomes Statement, 2022/23

Paper LTSEC.24.11.11 was received.

LTSEC.24.11.7.2.1 The Academic Registrar introduced the draft Degree Outcomes Statement and supporting data covering degree outcomes for the 2022/23 academic year.

LTSEC.24.11.7.2.2 It was noted that LTSEC is considering the Degree Outcomes Statement in November rather than May due to a change in HESA reporting arrangements.

LTSEC.24.11.7.2.3 It was reported to the Committee that the University's Good Honours (GH) rates appear to be stabilising after a spike during the pandemic and immediate post-pandemic period. A further two pages of data will be circulated to give a degree outcome breakdown by subject and to allow comparison with market averages [**Action:** Academic Registrar]

LTSEC.24.11.7.2.4 LTSEC scrutinised and endorsed the draft statement and supporting data for onward submission to the Academic Board meeting on 11 December 2024 [**Action:** Secretary/Committee Officer].

LTSEC.24.11.7.3 *UQSSC Annual Assurance Report

Paper LTSEC.24.11.12 was received.

LTSEC.24.11.7.3.1 It was noted that LTSEC had received assurance that UQSSC had been effective in the discharge of its business during 2023/24.

LTSEC.24.11.8	SUB-COMMITTEE REPORTING
LTSEC.24.11.8.1	*University Quality and Standards Sub-Committee <i>Paper LTSEC.24.11.13 was received.</i>
LTSEC.24.11.8.1.1	The minutes of the meeting on 17 June 2024 were noted.
LTSEC.24.11.8.2	*University Quality and Standards Sub-Committee <i>Paper LTSEC.24.11.14 was received.</i>
LTSEC.24.11.8.2.1	The summary report of the meeting on 21 October 2024 was noted.
LTSEC.24.11.9	ITEMS FOR INFORMATION
LTSEC.24.11.9.1	*Anti-Racism Strategy <i>Paper LTSEC.24.11.15 was received.</i>
LTSEC.24.11.9.1.1	A summary report based on the presentation to Academic Board of the University's Anti-Racism Strategy was noted. However, to explore more fully the connection between this strategy and efforts to reduce awarding gaps (see minute LTSEC.24.11.6.4.3 above), focused discussion on the AR Strategy will be planned for a later meeting.
LTSEC.24.11.9.1.2	Head of EDI & Health and Wellbeing Strategy to be invited to February LTSEC to more fully discuss the Anti-Racism Strategy [Action: Committee Officer]
LTSEC.24.11.9.2	*Lived Experience of Trans, Non-Binary and Gender Fluid Students <i>Paper LTSEC.24.11.16 was received.</i>
LTSEC.24.11.9.2.1	The information and awareness of the actions being taken forward by EDI staff were noted by the Committee.
LTSEC.24.11.10	ANY OTHER BUSINESS
LTSEC.24.11.10.1	The Chair reported that the Head of Business Resilience did not have time to speak to LTSEC in the current session, but he will return to the February meeting to provide a risk assurance

overview and to inform members of the vital work of committees in the academic risk assurance process.

LTSEC.24.11.11	DATE(S) OF NEXT MEETING(S)
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| LTSEC.24.11.11.1 | <p>Next meeting dates for academic year 2024/25:</p> <ul style="list-style-type: none">• 5 February 2025• 16 April 2025• 5 June 2025 |
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