

London South Bank University

Minutes of a Meeting of the Educational Character Committee
held at 4pm on Wednesday, 4 June 2014
in Room 1B27, Technopark, London Road, London SE1

Present

Douglas Denham St Pinnock	Chair
Barbara Ahland	SU President
Steve Balmont	
Professor Hilary McCallion	
Mee Ling Ng	

Prof David Phoenix	Vice Chancellor and Chief Executive
--------------------	-------------------------------------

In attendance

Prof Phil Cardew	Pro Vice Chancellor (Academic)
Prof Mike Molan	Executive Dean, Arts and Human Sciences
James Stevenson	University Secretary and Clerk to the Board of Governors
Ruth Sutton	Governance Assistant

Welcome and Apologies

1. No apologies had been received.

Minutes of the last meeting

2. The minutes of the meeting of 12 February 2014 were confirmed as a correct record (paper **EC.09(14)**).

Matters Arising

3. The Chairman reported that the committee had had an informative pre-meeting with the Students' Union. The committee requested further information on the cost of travel for students and its impacts on attendance patterns. The committee requested more information about sport provision at LSBU.
4. The Chairman requested that detailed Equality, diversity and inclusion data was circulated to committee members outside the meeting, as requested at the meeting on 4 December 2013.

5. The committee discussed the NSS action plan for 2013/14, which had been circulated to committee members ahead of the meeting. The committee noted that the Change Programme will focus on student support and experience.

Report on Postgraduate Courses

6. The committee received a presentation on Postgraduate courses from the Pro Vice Chancellor (Academic). The presentation focused on progression and achievement, and faculty monitoring.
7. The committee discussed the monitoring of, and recruitment to, Postgraduate courses and noted that the portfolio review would have an impact on Postgraduate courses and that this was part of the corporate strategy.

Steve Balmont left the meeting

HESA performance indicators

8. The committee noted the HESA performance indicators (paper **EC.10(14)**). This was the first year that the committee had received the report.

Annual report on academic misconduct and appeals

9. The committee noted the annual report on academic misconduct and appeals (paper **EC.11(14)**).
10. The committee discussed appeals paper in detail, including the processes and the effect on student progression.

Annual committee report to the Board

11. The committee approved its annual report to the Board (paper **EC.12(14)**), which would be considered by the Board of Governors at its meeting of 8 July 2014.

Annual committee plan

12. The committee noted its Annual plan (paper **EC.13(14)**). The committee noted that its role would be reviewed as part of the forthcoming Governance Effectiveness Review.

Any other business

13. The committee noted that this was both Professor Mike Molan's and Barbara Ahland's last meeting and thanked both for their contributions to the committee.

Next Meeting

14. The date of the next meeting was confirmed as Wednesday 3 December 2014 at 4pm.

Confirmed as a correct record

.....
Chair