

Minutes of a Meeting of the Educational Character Committee
held at 4pm on Monday, 10 December 2012
in Room 1B33, Technpark, London Road, London SE1

Present

Steve Balmont	Chair
Barbara Ahland	SU Vice President: Student Experience
Douglas Denham St Pinnock	
Andrew Owen	

In attendance

Prof Martin Earwicker	Vice Chancellor and Chief Executive
Dr 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
Michael Broadway	Governance Officer

Welcome and Apologies

1. The committee welcomed Barbara Ahland to her first meeting of the committee.
2. Apologies had been received from Anisa Ali.
3. The Chairman reported that the committee members had just had an informative pre-meeting in the Faculty of Business.

Minutes of the last meeting

4. The minutes of the meeting of 25 June 2012 were confirmed as a correct record with the amendment in minute 4 from "Vice President: Academic Affairs" to "Vice President: Student Experience". The amended minutes were approved for publication.

Matters Arising

5. The committee noted that the revised faculty pro forma will be produced for the next meeting.
6. All other matters arising were covered elsewhere on the agenda.

Educational Character Statement

7. The committee discussed the draft statement of the educational character of the University (paper **EC.10(12)**). The draft statement had been considered by the committee at its last meeting and since been reviewed by the Academic Board and the Student Union.
8. The committee recommended the statement to the Board for approval.

Academic Strategy

9. The committee discussed the Academic Strategy “Creating an Engaged University” (paper **EC.11(12)**), which supported the Corporate Plan 2011-14 and had been approved by the Academic Board. It was noted that student engagement was crucial for student retention and success. A detailed project plan was being developed to deliver the academic strategy.

Academic Key Performance Indicators

10. The committee discussed the academic key performance indicators (KPI's) (paper **EC.12(12)**). The committee recommended to the Board that the KPI on ‘postgraduate satisfaction’ is split into taught and research students and that NHS data on progression and achievement is used to inform reporting on Health and Social Care students in these areas.

Committee Annual Plan

11. The committee approved its annual business plan (paper **EC.13(12)**), which was intended to cover the constituent topics in the annual report of the Academic Board during the year. In addition, the committee agreed that it should provide a summary report on its work annually to the Board.

National Student Survey

12. The committee noted the overview of the National Student Survey results (paper **EC.14(12)**). It was noted that results were improving but the University was generally below the sector benchmark. It was noted that key areas for improvement are the speed and quality of feedback to students and course organisation and management.

Destination of Leavers from Higher Education Survey Results

13. The committee noted the report on Destination of Leavers from Higher Education (DLHE) survey results (paper **EC.15(12)**). It was noted that in the

key indicator used for league tables the University was below the sector benchmark, although overall employment rates were good.

14. The committee noted the measures in place to improve the University's DLHE survey results including keeping in regular contact with recent graduates and working with students to improve employability through the Employability Gym in the Student Centre.

Validations Report

15. The committee noted the validations report for 2011/12 (paper **EC.16(12)**).

Progression and achievement, 2011/12

16. The committee noted the report on progression and achievement for 2011/12 (paper **EC.17(12)**).

Terms of Reference

17. The committee recommended its amended terms of reference to the Board for approval (paper **EC.18(12)**).

Any other business

18. A governor queried the relationship of the committee to the Academic Board. The Clerk reminded the committee that it was an advisory body to the Board and that the Academic Board reported directly to the Board on all aspects of academic administration and decision making (paragraph 8 of the committee's terms of reference refers).

Next Meeting

19. The date of the next meeting was confirmed as Wednesday 13 February 2013 at 4pm, preceded by a visit to the Faculty of Health and Social Care.
20. Future pre-meetings for members of the committee could include the Student Union and Student Services.

Confirmed as a correct record

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Chair