UNIVERSITY OF LEICESTER

ACADEMIC POLICY COMMITTEE

STUDENT EXPERIENCE ENHANCEMENT GROUP

Minutes of a meeting held
on Thursday 27 February 2014

Present:

Ms C Fyfe (Chair)
Mr B Athwal
Professor G Conole
Ms J Dunne
Ms G Miles
Dr R Norman
Mr M Rubin
Dr D Watkins (vice Dr R Parry)
Professor T Yeoman

Ms L Carpenter (vice Ms F Stone)
Ms T Dodman
Mr J Gillott
Mr A Moseley (vice Professor S Law)
Ms S Pearson (vice Ms N Moledina)
Professor J Scott
Mr B Wynne

In attendance: Mr C Gooch and Mrs L Masterman (Acting Secretary)

Apologies for absence were received from Professor A Cashmore, Mr R Greenhill, Professor S Law, Ms L Matthews, Ms N Moledina and Ms F Stone

14/M1 MINUTES OF THE PREVIOUS MEETING

The Group considered the minutes of the meeting held on 7 November 2014.

The Group approved the minutes as a correct record subject to the addition of Dr D Watkins to those present.

Arising from 13/M21 the Group approved the addition of the Academic Registrar to the membership and agreed that the fourth item on its Terms of Reference should be amended as follows to read ‘to identify and respond strategically to the external environment including relevant legislation and social, political, financial and technological trends affecting students’ (revised Membership and Terms of Reference attached as 14/M1App).

14/M2 STUDENT VOICE REPORT

The Group considered the Students’ Union Student Voice Report.

The Group welcomed the report noting that, although the response rate had been low with only 769 students responding, it still identified some useful areas for discussion. It noted that the Students’ Union would be focussing on issues around timetabling, personal tutors and examination feedback, all areas where work was currently underway.

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The Group noted that there appeared to be some differences in the perception of students and departments around turnaround time for marking and feedback and agreed that it might be helpful for departments to make students aware of expectations. It was pleased to note the response on the availability of on-line reading which indicated that a large percentage was now available on-line.

14/M3 WORKING GROUP ON STUDENT EMPLOYABILITY

The Group received minutes of a meeting of the Working Group on Student Employability held on 2 December 2013.

The Group noted that, in relation to 13/M30 which indicated the data which could be included in section 6.1 of the HEAR, a formal governance structure needed to be put in place to approve activities which could be verified and included.

The Group agreed that it should assume such responsibility and requested that a list of the proposed activities be circulated and brought back to its next meeting for approval.

14/M4 ASSESSMENT AND FEEDBACK WORKING GROUP

The Group received a report of a meeting of the Assessment and Feedback Working Group held on 20 November 2013.

The Group noted progress made on the provision of feedback to students on examination performance. A trial had taken place for the January examinations, in which 15 departments had agreed to participate. Departments had been asked for feedback on how the trial had worked and the Academic Registrar and the Students’ Union Education Officer would be seeking feedback from students. It was intended that all departments would be invited to participate with effect from the summer examinations and they would be given a choice of the approach they wished to use.

14/M5 LECTURE CAPTURE SYSTEMS

The Group received a verbal report from Mr Gooch on progress with the lecture capture systems pilot.
He reported that feedback had been obtained from staff and students involved in the trial of the Echo 360 system which had taken place in Semester 1. Six academic staff had been involved and four of these had found that there were benefits to students, although they had noted the need for provision of support to staff as some aspects of the system were complex. 81% of students had listened to the recordings and a clear preference had been expressed for using the system as a review of lecture notes. Feedback obtained from students had indicated that 93.4% of those responding strongly agreed that the system helped their learning and 98.6% would like it to continue.

The Group noted that a number of lectures had now been recorded on the Panopto system but there were still issues to be resolved before this progressed further.

The Group welcomed the progress and the very positive feedback from students and was pleased to note that a case to resource further development would be made at the earliest opportunity.

14/M6 ENHANCEMENT OF TEACHING AND LEARNING SPACES

The Chair reported on developments with respect to the enhancement of spaces used for IT teaching and social learning.

IT teaching spaces review

The review was pursuing the idea of adaptability of spaces as well as considering new developments for fixed PC arrangements.

Social learning space development

The Group noted that the Chair had been asked to chair a working group to consider capital investment priorities reporting to the Estates and Infrastructure Strategy Committee. The Chair noted that the categories of potential investment under discussion included the creation of social learning space. The Librarian would be producing an outline vision for this space. Members of the Group were invited to contribute ideas to the Librarian to help make a strong case for this development. The Group noted that it would be helpful if consideration could be given to accommodating space for outreach activities within the plans.

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14/M7  TEACHING FUNDS APPROVAL GROUP

The Group received the report of the meeting of the Teaching Funds Approval Group held on 19 February 2014.

14/M8  RELEASE OF SEMESTER 1 RESULTS

The Academic Director for the College of Science and Engineering reported on concerns expressed at the College Academic Committee about how the release of Semester 1 examination results had operated. It was agreed that the Academic Registrar would investigate further.

14/M9  WIRELESS COVERAGE

The Group was asked for its view on whether there were any particular outside locations where it would be helpful to have wireless coverage. Members were asked to let Ms Pearson have any suggestions so these could inform consideration by the Learning Technology Advisory Group in due course.

Duration of meeting: one hour and twenty minutes
UNIVERSITY OF LEICESTER

ACADEMIC POLICY COMMITTEE

STUDENT EXPERIENCE ENHANCEMENT GROUP

(a) The Pro-Vice-Chancellor (Students) (Chair)
(b) One academic representative from each College (including Teaching Fellows where possible; at least one member should be drawn from a department with significant distance learning provision)
(c) The Director of the GENIE Centre for Excellence in Teaching and Learning
(d) The Professor of Learning Innovation
(e) The Director of Distance Education
(f) The Academic Registrar
(g) The Director of the Career Development Service
(h) The Head of Student Support Services
(i) The Deputy Librarian
(j) The Director of the Academic Practice Service
(k) The Assistant Director of IT Services
(l) The Director of Residential and Commercial Services
(m) The President of the Students’ Union
(n) The Education Officer of the Students’ Union
(o) Student representatives nominated by the Students’ Union

Reports to: Academic Policy Committee
Secretariat: Quality Office, Student and Academic Services

Terms of reference:

• To take strategic steps to enhance the quality of the student experience of learning and teaching, support services, the learning environment and student facilities
• To evaluate and benchmark the student experience
• To develop and use key performance indicators orientated from the student perspective
• To identify and respond strategically to the external environment including relevant legislation and social, political, financial and technological trends affecting students