

Minutes of previous meetings held on 14 October and 16 December 2020

20/090 The minutes of the meetings held on 14 October and 16 December 2020 were approved as an accurate record to be published on the website.

Matters arising

20/091 All matters arising items were either completed, deferred or due for completion at a later date.

Students' Union report

20/092 Standardising academic feedback was discussed with members querying whether a template had been developed. It was explained that this was a campaign manifesto to ensure there was a commitment to high quality feedback and it was felt that a rigid template was not necessary.

20/093 The 'Good Night Out' campaign was highlighted, this was in response to students indicating that they had not always felt safe on a night out in Ipswich. The Students' Union were working with an external provider to provide training.

Chair's report

20/094 The Chair's report was received, highlighting key activities across the sector including the most recent White Paper from the Department for Education.

Framework and Regulations for Undergraduate Awards

20/095

20/110 It was queried why there was a large number of low skilled graduates recorded within the School of Engineering, Arts, Science and Technology and it was suggested this could be due to the diverse nature of the courses within the School.

20/111 It was queried why BAME students (page 14) reported as being more satisfied with their experience given data received for other factors. It was suggested that this could be due to the relatively low numbers of students included in the survey.

Annual OSACC report

20/112 The annual Office for Student Appeals, Complaint and Conduct (OSACC) report was provided to members.

20/113 It was queried whether the deadlines to respond to cases could be extended. It was explained that although they could be extended, where there was good clear communication with the student, the timescales were set by the OIA.

20/114 The OSACC team were exploring expanding the pool of investigative officers and how the workload allocation model may be used to facilitate this.

20/115 Members thanked the OSACC team, those involved in Chairing, being a panel member, an investigating officer and the Students' Advice Centre for their work over the year.

Student withdrawal update

20/116 It was noted that

Graduation

20/121 The opportunity to mark the graduation for the class of 2020 was due to take place the week commencing 17 May but the timing was being reviewed in light of government guidance. It was anticipated that the 2021 graduation ceremonies would take place in October on the Waterfront, although they may be in a different format to previous years.

20/122

Outcome: Approved.

Intellectual Property Policy (Research and Scholarly Outputs, and Learning and Teaching Materials)

20/129 Minor changes were proposed to the Intellectual Property Policy. It was confirmed that support was available to staff submitting material for publication, paragraph 10, and that links could be included within the policy to increase awareness of the benefits of Open Access, paragraph 23. It was agreed that paragraph 22 should be updated to show that the changes made the submission REF compliant.

Agreed action: The Director of Learning and Teaching to update the policy prior to publication and no later than 30 April 2021 with the following:

- Include links within the policy to increase awareness of the benefits of Open Access (paragraph 22)

REF and RDAP

20/142 An update was provided to members on progress with REF and RDAP.

Attrition/withdrawal data

20/143

Quality Committee

20/154 The minutes from the Quality Committee meeting held on 2 December 2020 were provided for information.

Research and Enterprise Committee

20/155 The minutes from the Research and Enterprise Committee held on 25 November 2020 were provided for information.

School Academic Committee

20/156 The minutes from the School Academic Committees were provided for information.

Any other business

20/157 Members thanked the Head of Quality Enhancement for their faithful service to the University and to Senate, noting that this was their last Senate meeting prior to retirement.

Date of next meeting

20/158 The next meeting is due to be held at 14:00 on 16 June 2021.

Alison McQuin

Head of Quality (Committee and Validation)