

# STUDENT EXPERIENCE COMMITTEE



## Minutes of the meeting held on 2 October 2017

- Present: The Pro-Vice Chancellor (Academic), (Professor N. Ward) (in the Chair), the Director of Student and Academic Services (Dr A. Blanchflower), the Library Director (Mr N. Lewis), the Director of Student Services (Dr J. Sharp), the Academic Director of Widening Participation (Mrs H. Gillespie), the Academic Director of Taught Programmes (Dr C. Matthews), the Academic Director for Postgraduate Research Degree Programmes (Dr N. Watmough), the representative from the Faculty of Science (Dr P Mayhew), the Director of Estates (Mr R. Bond), the representative from the Faculty of Social Sciences (Dr J Baumann), the Undergraduate Education Officer of uea|su (Ms M Leishman), for the University's Market Research Manager (Ms J. Hardy), the Activities and Opportunities Officer of uea|su (Ms C. Koosyiai), the Postgraduate Education Officer of uea|su (Ms M. Colledge), the Campaigns and Democracy Officer of uea|su (Mr J, Robinson), the Welfare, Community and Diversity Officer of uea|su (Ms I Edwards)
- In attendance: the uea|su the Chief Executive of the Students' Union (Mr J. Dickinson), for Minute 3, the Director of Sport (Mr P. Steele)
- Secretary: the Learning and Teaching Manager (LTS) (Ms M. Pavey)
- Apologies: the Head of Student Services, INTO (Mr S. Duckworth), the Independent Member of Council (Mr J. Clayton), the representative from the Faculty of Medicine and Health (Dr C Raschka),

### 1. MINUTES

Confirmed  
the minutes of the meeting held on 3 May 2017

### 2. MATTERS ARISING

- (1) Arising from Minute 37: *Recording of lectures and group-based activities* the Head of Widening Participation advised members that she was finalising representation on a working group that would comprise student and academic representatives, including those who already use tools for recording classes.
- (2) Arising from Minute 46: *PhD students as associate tutors* the Academic Director of Research Degree Programmes noted that responses to the recommendations in the Student Union's report will be brought to a future SEC meeting.

### 3. STATEMENTS BY THE CHAIR

There were no statements from the Chair.

## SEC17M001

SEC-M2  
02.10.2017  
Min. 4

### 4. UEA STUDENT SPORT 2016-17

Considered

a report on student sport in 2016/17, SEC17D001 refers.

(The Director of Sport drew members' attention to salient part of the report including:

- i. a number of impressive sporting achievements from students clubs and participation programme. A participation award was given for reaching 26% of the non-sporting population and is a considerable achievement;
- ii. staffing changing and
- iii. the development of a formal sports strategy).

RESOLVED

- (1) that the report on the work of the Sport and Physical Activity coming to the April 2018 meeting would include performance against objectives;
- (2) that the Director of Sport will provide data on the demographics of sports park users to ascertain the extent to which research students participate in sports;
- (3) that the Director of Sport will meet with the Academic Director of Widening Participation (WP) and the WP Manager to consider how data on undergraduate and possibly postgraduate students use of the sportspark can be used to inform the WP agenda.

### 5. NATIONAL STUDENT SURVEY 2017

Considered

a report on outcomes from the non-academic themes in the 2017 NSS, SEC17D002 refers.

(In its detailed discussions members considered:

how the proportion of students participating in student elections could be increased and how students find out about the partnership working between the University and uea|su).

RESOLVED

that the Chair would discuss with the Director of Admissions, Recruitment and Marketing how the University can communicate to all students the ways in which the University and uea|su work collaboratively to enhance the student experience.

### 6. UEA|SU STUDENT EXPERIENCE REPORT 2017

Considered

recommendations arising from the 2017 uea|su Student Experience Report, SEC17D003 refers.

(In its detailed discussions:

- (1) the ADTP suggested that rather than asking the University to address each of the 52 recommendations in the report it might be more helpful for uea|su representatives to identify the most important five issues;
- (2) the Director of WP noted that some of the data used in the report was not up to date and some was inaccurate).

RESOLVED

- (1) uea|su representatives will come up with a framework, grouping and prioritising key issues and objectives to work on in monthly meeting with the Chair;
- (2) the Director of WP and the ADTP will forward the uea|su representatives and the Chief Executive annotated versions on the report identifying incorrect or out of date information;
- (3) that further consideration is given to how to communicate to all students how the University and how Schools responds to student concerns thereby ensuring loops are closed (also outlined in 5. above).

7. UEA|SU STUDENT TRANSFORMATION STRATEGY 2017-20

Considered

the key elements of the 2017-20 uea|su Student Transformation Strategy, SEC17D004 refers.

(In its detailed discussions members:

- (1) agreed that the document could be enhanced by including an overview of success and what that would look like;
- (2) suggested that there could be more in the document about uea|su working in partnership in the document.

RESOLVED

that representatives from uea|su would consider including working in partnership with the University in the document.

8. UEA|SU HSC STUDENT EXPERIENCE PLACEMENT REPORT

Considered

recommendations arising from a uea|su review of the experience of HSC students on placement, SEC17D004 refers.

(In its detailed discussions members

- (1) noted the recommendations in the report and commended the uea|su and staff in HSC for their effective collaborative working;
- (2) were advised by the Academic Director of Research Degree Programmes that there could be some useful learning points from the operation of placements within the ClinPsyD;

## SEC17M001

SEC-M4  
02.10.2017  
Min. 8

- (3) noted that assessment and feedback was not addressed in the report despite it being a significant part of the placement with students being assessed by markers not employed by the university;
- (4) noted that there is a plan in place in the School for the recommendations to be addressed. The School's responses would be considered at a future meeting of the committee.

### RESOLVED

that arising from recommendations in the report the LTS Manager of the Zicer Hub will invite Liv Grosvenor, the uea|su activities and representation officer to the Hub to see how placements are allocated and the complexities of the process;

## 9. STUDENT SUPPORT SERVICE

Considered

an update on the Student Support Service plan of work, SEC17D006 refers.

(The Director of Student Services informed the Committee that he would report on the development of online training on mental health for advisers and other UEA staff and self-help resources for students at the November meeting of SEC.)

## 10. UPDATE FROM THE CHANGING THE CULTURE IMPLEMENTATION GROUP

Received

an update from the Director of Student Services, SECD17D007 refers.

(In its detailed discussions members:

- (1) were advised by the Director of Student Services that the group was making good progress given the large scope of the project;
- (2) noted the guerrilla marketing campaign around campus at the start of year and proposals to develop a Bystander initiative).

## 11. REPORT FROM THE LIBRARY

Considered

a report on the Library programme of work 2016/17: May to August 2017, SEC17D008 refers.

## 12. REPORT ON NON-ACADEMIC DISCIPLINARY CASES 2016/17

Considered

a report of non-academic disciplinary cases in 2016/17, SEC17D009 refers.

13. MEMBERSHIP AND TERMS OF REFERENCE OF THE STUDENT AFFAIRS GROUP,  
STUDENT EXPERIENCE COMMITTEE AND LEARNING AND TEACHING  
COMMITTEE

Received

Membership and terms of reference of:

- Student Affairs Group,
- Student Experience Committee,
- Learning and Teaching Committee
- Sport and Physical Activity Committee
- Widening Participation Committee. SEC17D010 refers

14. ANNUAL AGENDA PLAN

Received

Standing and key agenda items to be considered by the Committee in 2017/18,  
SEC17D011 refers.