

# Academic Committee Minutes

**4 December 2024**

14:00 – 16:00, MS Teams/H118a

**Members Present:**

**Ex-Officio Members**

Professor Geoff Smith

Professor Fary Cachelin

Professor Lawrence Phillips

Professor Maria Charalambous

Professor Gill Stark

Carl Teigh

Valérie de Saegher

Mark Parsonage

Faye Urquhart

Stephanie Murphy

Teresa Janikova

Vice-Chancellor & CEO (Chair)

Provost & Deputy Vice-Chancellor

Associate Provost, Business, Academic Development & Resources

Associate Provost, Learning & Teaching

Associate Provost, Academic, Collaborative & Industry Partnerships

Chief Finance Officer

Chief People Officer

Chief Transformation Officer

Head of Projects

Head of Student Experience & Wellbeing

Student Union President

**Elected Members**

Jo Lusher

Zubin Sethna

Simon Carrington

Julie Wilson

Robert Johnson

Academic Representative

Academic Representative

Academic Representative

Academic Representative

Academic Representative

**Apologies:**

Professor Castulus Kolo

Steph Talliss-Foster

Dan Lanigan

Non-Exec Board Director (President, Macromedia University)

Head of Registry

Chief Commercial Officer

**In Attendance:**

Clare Kane

Head of Governance (minutes)

**Opening Items**

<b>1.</b>	<p><b>Welcome, apologies and declarations of interest</b></p> <ul style="list-style-type: none"> <li>• Apologies for absence were noted, as set out above.</li> <li>• There were no declarations of interest.</li> </ul>
<b>2.</b>	<p><b>Minutes of the meeting held on 3 July 2024</b></p> <p><b>a.</b> The minutes of the previous meeting were approved as a correct record. Samantha Grady highlighted that attendees' job titles were out of alignment.</p> <p><b>b.</b> Matters arising and actions from the minutes were reported as complete.</p>
<b>3.</b>	<p><b>Chair's Update and Chair's Actions / Email Decisions</b></p> <p><b>a.</b> The committee was informed of the requirement for two new members of Collaborative Provision Committee (student and academic representative). Nominations will be requested in due course.</p> <p><b>b.</b> Julie Wilson was thanked for her continued contribution to the committee and it was noted of the requirement for a new professional service representative now she has moved to an academic role.</p>

- c. **Committee's Email Decisions:** It was **noted** that the following decisions had been taken via email since the last meeting:
- Approval of the variations requested by Collaborative Partner to Academic regulations and policies on 4<sup>th</sup> October 2024.

#### **Update from the Chair**

The Vice-Chancellor & CEO presented the changes to the KPI targets approved by the Board at its November meeting. The KPIs remain stretching-but-achievable and aligned to our ambition for TEF Gold (the KPIs of Satisfaction, Continuation and Graduate Outcomes, in particular). The New Enrolments KPI has been recalibrated to reflect the tougher international market and geopolitical uncertainty surrounding it. The Staff Engagement and Positive Impact KPIs have been revised due to a richer understanding of Glint and B-Corp methodologies.

The Chief People Officer updated the committee with the status of the pending staff engagement survey. Completion rate to date was 57% but would hopefully increase in the coming days. Committee members were asked to encourage completion and reminded that the overall engagement KPI would be measured at the year-end survey.

The Chief Finance Officer gave an update on the status of our B-Corp application which, due to Regent's status as a private university, will be assessed within the 'controversial industries' sector which requires closer scrutiny.

The Committee **noted** the updates.

*KPI Presentation available.*

**Action:** All to share and cascade the updated KPIs with colleagues.

### **Part A: Updates and Discussion Items**

#### **4. Industry and Entrepreneurship Curriculum Update**

The Associate Provost: Academic, Collaborative & Industry Partnerships gave an overview of the paper circulated in advance. The industry and entrepreneurship curriculum is part way embedded and student feedback is providing useful input to enhancements. There are 13 live projects (with industry and charitable partners) and a collaboration with Huckletree on entrepreneurial challenges - all based on the UN Sustainable Development Goals.

The committee discussed ways of engaging more industry experts in support of this I&E curriculum. The committee noted that there is no central log or formalized sharing of this type of activity across the university and therefore a lack of awareness across subject areas. It was also reported that the process of formalizing an engagement with externals can be a barrier to colleagues setting up industry lead workshops/lectures.

**The Committee noted the update.**

#### **5. Student Experience Update**

The Associate Provost: Student Experience gave a summary update on the following:

- Enhancements to the course panel process to improve the student feedback loop and assist in the prioritization of activities with the most impact.
- Module evaluation surveys and end of level surveys are currently open and efforts are focused on improving response rates.
- The National Student Satisfaction survey opens in January and students will be invited to take part in a sexual misconduct survey also. This is sector wide and students can choose to opt out. There is a new OfS condition of registration on Harassment and

	<p>Sexual misconduct coming into force from the 1st of August 2025. A cross departmental team is considering the requirements and will ensure compliance is in place.</p> <ul style="list-style-type: none"> <li>• A significant amount of work has been completed to improve September's registration process and welcome week. Student Ambassadors were part of this and noted the significant improvements on their experience last year. Preparations are underway for January and longer-term planning for September 2025.</li> </ul> <p>Two new digital tools have been launched: Studiosity(24 hour support for academic writing, referencing, and critical thinking prior to submitting assessments) and Integrity Matters.</p> <p>A student CRM platform will be launching next year, providing an improved student self-service with information and guidance, with a live chat feature available. In addition, the CRM tool will provide much better reporting of repeat issues or themes to inform action planning.</p> <p>The committee discussed the roll-out and integration of these tools to the student community.</p> <p>The Committee <b>noted</b> the update.</p>
6.	<p><b>Learning &amp; Teaching Strategy Update</b></p> <p>The Associate Provost: Learning &amp; Teaching gave an update on curriculum design and validations ongoing since the summer, and on two successful validations of the business postgraduate courses with commendations for industry connectivity. Ten further validations should be completed by March 2025. The module development process has been streamlined and mentors are being trained in the new PSF framework.</p> <p>The AP: Learning and Teaching reported that an AI classification assessment system has been introduced and autumn term feedback is positive to date. Improvements to academic induction on the learning and teaching approach, training on digital tools and revised Blackboard use is ongoing.</p> <p>The Committee <b>noted</b> the update.</p>
7.	<p><b>Student Voice Update</b></p> <p>The Student Union President gave a brief verbal update on feedback from the AI classification system. Student feedback centred on understanding how to reference the use of AI in their assessments; therefore, a video guide has been developed and will be cascaded imminently to the student community. There will also be more information added to Blackboard.</p> <p>The Committee thanked the SU President for this added insight.</p>
<p><b>Part B: Reports &amp; Policy: Quality Committee,</b></p>	
8.	<p><b>Report from the Quality Committee</b></p> <p>The Quality Committee Chair (Head of Registry) circulated a memo update in advance. The Committee <b>noted</b> the update from the Quality Committee.</p>
9.	<p><b>Policies for Approval – Access &amp; Participation Statement</b></p> <p>The revised and refined Access &amp; Participation Statement was circulated for comment and approval. The statement had been discussed at the Learning, Teaching &amp; Student Experience Committee and the Deputy Vice Chancellor reported the consideration as to whether there should be more detailed information published about Regent's 'plan' for the future or a summary statement only. The VC and Chair proposed that, for next year's statement, a closer review of existing initiatives and data should be conducted to underpin a more detailed plan and roadmap linked to Regent's aspirations.</p>

	The Committee <b>approved</b> the statement.
<b>Part C: Items for Information / Endorsement</b>	
<b>10.</b>	<p><b>Strategic Risk Register</b></p> <p>The Chief Finance Officer presented the changes to the Strategic Risk Register last updated and reviewed by VCET in November 2024. The Chief Transformation Officer highlighted the ongoing red risk 'Failure to adequately protect Regent's network, systems and data' and how this may not always be a result of malicious attacks but more likely human error. Scenario testing and business continuity plans are being reviewed and updated to help mitigate against this threat.</p> <p>The Committee <b>noted</b> the update.</p>
<b>11.</b>	<p><b>Draft Sub Committee Meeting Minutes</b></p> <p>The Committee <b>received and noted</b> the following minutes:</p> <ol style="list-style-type: none"> <li>a. Collaborative Provision Committee – 30 October 2024</li> <li>b. Research Committee – 16 October 2024</li> <li>c. Learning, Teaching and Student Experience Committee – 13 November 2024</li> <li>d. Draft Quality Committee – 6 November 2024</li> </ol> <p>The Chair of Research Committee brought to the attention of the committee the consideration of Regent's doctoral level activity. A more detailed assessment of value (tangible and intangible) of this activity will be conducted.</p>
<b>12.</b>	<p><b>Communication from the Committee</b></p> <p>None</p>
<b>13.</b>	<p><b>Any Other Business</b></p> <p>None</p>
<b>14.</b>	<p><b>Next meeting:</b></p> <p>19 March 2025</p>