

ELECTRONIC ASEC

REPORT OF A MEETING OF ELECTRONIC ASEC held between 15th and 23rd April 2019

STATEMENT ON QUORUM

The meeting was quorate with 11 members attending.

Apologies: Gelareh Roushan, Elysia Jones.

18/123 FOR APPROVAL

18/124 External Examiner Nominations and Examination Teams for Research Degrees (ASEC-18-124) Mr A Child

Decision required: ASEC is asked to approve the nominations.

The Committee supported the nominations but a query was raised regarding the home institution for the MSc in Sport Management External Examiner, which was a recently established private provider. Academic Quality confirmed that the External Examiner had previously worked for two HEIs and a Further Education College in senior positions and also held an appointment as an External Examiner for another University.

Members **approved** the nominations.

Chair's Decision:

Approved

18/125 Quality Assurance & Enhancement Group Nomination (ASEC-18-125) Mr A Child

Decision required: ASEC is asked to approve the nomination.

Members **approved** the nomination.

Chair's Decision:

Approved

18/126 FOR NOTE

18/127 Pending External Examiner Appointments (ASEC-18-127) Mr A Child

Decision required: ASEC is asked to note the appointments.

The Committee queried whether cover was in place for this academic year, where Faculties were still seeking replacements for the recent External Examiner appointment terminations.

The FM Deputy Dean Education and Professional Practice responded that there was a current External Examiner who could complete the duties as required whilst a new External Examiner was being sought.

The Faculty of Science and Technology Deputy Dean was to provide an update to this query ahead of the next meeting of ASEC.

Action 18/127: KMG

Members **noted** the appointments.

Chair's Decision:

Noted

**18/128 Completed programme reviews, approvals and reviews for closure (ASEC-18-128)
Mr A Child**

Decision required: ASEC is asked to note the paper.

In reviewing the outcomes from recent programme approvals, reviews and closures it was noted that there was a range of positive commendations including for student feedback. The SUBU VP Education also welcomed recommendations which supported student employability, placement support and appropriate management of expectations.

It was suggested that the Committee should consider the role of students in panels for the future. It was explained following the meeting that Academic Quality had piloted approaches for including students on programme approval and review panels and was expecting the level of student involvement to increase over time as this activity developed.

Members **noted** the paper.

Chair's Decision:

Noted

18/129 JAB Minutes: 5 February 2019 (ASEC-18-129) Mr A Child

Decision required: ASEC is asked to note the minutes.

In noting the update it was considered important to retain awareness of the performance of BUINTCOL students when on BU programmes in order to continuously improve performance.

Members **noted** the minutes.

Chair's Decision:

Noted

18/130 FHSS FASEC Minutes: 6 February 2019 (ASEC-18-130) Dr S White

Decision required: ASEC is asked to note the minutes.

The Committee noted the minutes but considered the description of an ASEC decision as a 'ruling' in minute FHSS/18/096 to be misleading as this referred to a proposal that the Committee had considered and approved in January 2019.

Members **noted** the minutes.

Chair's Decision:

Noted

18/131 FHSS FASEC Minutes: 28 February 2019 (ASEC-18-131) Dr S White

Decision required: ASEC is asked to note the minutes.

Members **noted** the minutes.

Chair's Decision:

Noted

18/132 FHSS FASEC Minutes: 27 March 2019 (ASEC-18-132) Dr S White

Decision required: ASEC is asked to note the minutes.

In reference to minute FHSS/18/133 the SUBU VP Education asked that it be noted that he had been in attendance at the previous two meetings, although he had had to leave the meeting on 6th February 2019 early in order to attend another meeting. The SUBU VP Education also felt that the comment: "student representation being poor throughout the University" was a sweeping statement lacking evidence. He noted that the planned Focussed Enhancement Review was currently looking into ways of enhancing the student voice and that it was a University-wide issue, which needed to be explored and that SUBU was playing a key role in consulting students on this.

Discussions had indicated that there were challenges with the relevance of committee business for students and that more could be done to ensure meetings were conducive to student participation.

The Terms of Reference for the Student Voice Committee did not include students, only elected full-time officers, so it was not an example of a committee with "very few students attending" and it was suggested that the point also be clarified in the minutes.

As the minutes for the March HSS FASEC were unconfirmed the specific detail of minute FHSS/18/133 was to be reviewed for the final confirmed version.

Action 18/132: SW

Chair's Decision:

Noted

18/133 FM FASEC Minutes: 13 February 2019 (ASEC-18-133) Dr L Farquharson

Decision required: ASEC is asked to note the minutes.

In response to minute FM/18/123 the SUBU VP Education noted the reflections from Faculties regarding the lack of take up of support from Academic Advisers, with greater levels of engagement in HSS. A concern was raised that students seemed to rely on information on exceptional circumstances and placements to come from Academic Advisers. The Deputy Dean Education and Professional Practice from Faculty of Management commented that further discussions around the role and impact of Academic Advisers would be taking place before the next academic year.

Members **noted** the minutes.

Chair's Decision:

Noted

18/134 FMC FASEC Minutes: 20 February 2019 (ASEC-18-134) Dr C van Raalte

Decision required: ASEC is asked to note the minutes.

Members **noted** the minutes.

Chair's Decision:

Noted

18/135 FMC FASEC Minutes: 20 March 2019 (ASEC-18-135) Dr C van Raalte

Decision required: ASEC is asked to note the minutes.

Members **noted** the minutes.

Chair's Decision:

Noted

18/136 FST FASEC Minutes: 6 February 2019 (ASEC-18-136) Prof K McGhee

Decision required: ASEC is asked to note the minutes.

The SUBU VP Education noted in particular the plans to support more students in the Department of Design and Engineering into finding placements.

Members **noted** the minutes.

Chair's Decision:

Noted

18/137 DATE OF NEXT MEETING

18/138 Next in-person meeting: Wednesday, 15th May 2019 at 2:00pm in the Board Room.

Next e-ASEC meeting: Monday - Friday, 17th – 21st June 2019.