



Buckinghamshire New University

draft:	25 November 2014
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confirmed by Council	
with	

Joint Council/Senate Meeting

Minutes

date: **24 November 2014**
time: **4.00 pm**
location: **Boardroom, High Wycombe**

Present:

Connor Baker	Senate	Students' Union
Christine Beasley (Chair)	Council	Independent Council Member
Antonia Byatt	Council	Independent Council Member
Alison Chambers	Senate	PVC and Executive Dean (S&H)
Ruth Clemow	Senate	HoS (S&H)
Baljit Dhillon	Council	Independent Council Member
Ruth Farwell	Council/Senate	Ex officio Member and Vice Chancellor
Lori Flynn	Council	Independent Council Member
Matt Gilbert	Senate	Students' Union
Lauren Griffiths	Council/Senate	HoS (S&H)
Ruth Gunstone	Senate	Student Services Directorate
Michael Hipkins	Council	Independent Council Member
Steve Hoole	Council	Elected Staff Member (PSE)
Maggie James	Council	Independent Council Member
Richard Jones	Senate	Teaching (DMM)
Tim Marshall	Council	Co-opted Council Member
Ken McCrea	Council	Co-opted Council Member
Hilary Mullen	Council	Elected Staff Member (Academic)
Jenny Newton	Council	Independent Council Member
Simon Opie	Council	Independent Council Member
Ian Plover	Senate	Deputy Vice Chancellor
Jo Rixon	Senate	Teaching (S&H, PQN)
Keith Ryan	Council	Independent Council Member
Allen Stroud	Senate	Teaching (DMM, AP&NM)
Linsey Taylor	Council/Senate	Elected Senate Member
Terri Teasdale	Council	Independent Council Member
Vicky Vass	Senate	PVC & Executive Dean (DMM)
Shân Wareing	Senate	PVC Learning & Teaching
Lorraine Watkins-Mathys	Senate	Dean (DMM)
Phil Wood	Senate	Acting HoS (DMM)
Sue West	Senate	Academic Dean (S&H)

Officers:

Miriam Moir	(Secretary)	Senate
Marcus Wood	(Minute Secretary)	Senate
Ellie Smith	Council	Clerk to the Council
Vanessa Pilon	Council	Registrar (Governance)

In attendance:

Sam Brett		Student
Cathrine Disney		Student
Andrew Fram		Student
Emma Gordon		Student
Vicky Harris		Student
Becci Hayley		Student
Karolina Jarmuzewska		Student
Carly Leighfield		Student
Mitchell Muid		Student
Ishaaq Nabi		Student
Jevin Opong-Onyina		Student
Jonathon Phillips-Swaray		Student
Polly Redfearn		Student
Emma Whitlock		Student
Adrian Guachalla		SL in Aviation and Tourism
Valerie Tomlinson		Timetabling Unit and Project Manager

Apologies:

Sue Axe	Senate	Teaching (S&H, ACP)
Antony Bellekom	Council	Independent Council Member
John Boylan	Senate	Head of Research
Barbara Dexter	Senate	Director Learning & Teaching
Ian Hillan	Council	Independent Council Member
Frazer Mackenzie	Senate	HoS (DMM)
Carol Pook	Senate	HoS (S&H)
Alison Shreeve	Senate	HoS (DMM)
Piers Worth	Senate	Teaching (S&H SSPiCE)

978 Minutes of the joint meeting held on 25 November 2013

978.1 It was noted that the minutes of the last meeting were confirmed by Council on 31 March 2014.

979 The Enhanced Student Experience Programme (ESEP) (C/14/44)

979.1 It was noted that additional staff and both student representatives and students attending through the new Bucks Temps employment agency were present to give their views of their experience.

The desired outcome of the meeting is the provision of:

- A greater insight into the experience of Bucks students and staff as seen through the lens of the ESEP
- An early opportunity to review progress on the ESEP and to inform its formal evaluation
- An opportunity for Council and Senate members to shape future strategy in respect of the development of the student experience at Bucks

An overview of the enhanced student experience package was provided together with the current position on each of the elements. This included:

- Support for additional course costs - Bursaries, credits and vouchers
- Employability
- Campus improvements
- Learning Technology – Tablets and training, student ambassadors and on-line course creation
- Learning Resources

- Curriculum Development – technology enhanced learning projects now fully resourced and progressing
- Staff Development
- Staff Recognition and Reward – AL conversion
- Students' Union Developments – Membership Relationship Management System, Business Development Manager, Sports for Fun and maintaining the Big Deal

The ESEP was a complex package which had a very short lead in time for implementation. Some projects had progressed quickly whilst others remained at the organisational stage. A full evaluation will be launched shortly to identify progress in implementation and students views of the package of support provided. This would include questionnaires, focus groups and individual feedback.

979.2 The Enhanced Student Experience Programme – The Students' Union View

The ESEP is an impressive offering way beyond anything which is offered elsewhere in the sector. Within the ESEP funding, the Students' Union have installed a Membership Relationship Management System to both collect data on the take up of activities and engage directly with students through e-shots and e-newsletters targeted to the areas of their interests. In addition a Business Development Manager has been engaged to take forward diversification activities, internally and externally, to enhance local community involvement and increase students' employability skills. These include sports coaching, using students' skills to promote social activities externally, sports for fun and offering extended training opportunities through a training centre.

979.3 The Enhanced Student Experience Programme – Staff and Student Perspectives

Students and staff gave their current views on ESEP as follows:

- Free books was a great scheme but could be difficult to use and it was not communicated widely enough
- Free societies was a great saving in cost and enabled more students to join in
- Financial support for the degree show
- Extended studio opening times
- Free Uxbridge bus which enabled students to get into London cheaply
- Free exercise classes
- Free sports and coaching training
- Activities Week provides a wide range of activities including educational, employability and extending individual skills
- Additional hardware provided was fantastic and enabled students to produce videos
- Needs more advertising to ensure take-up
- Brilliant initiative but the message of what was on offer was not communicated well or widely enough especially at course level
- Different courses have different needs and this needs to be communicated and managed better so that there is a feeling of equity across courses
- Books for essential reading located in the library are not the most up to date versions
- There should be more funding for activities other than sports and these should be communicated widely

A member of staff demonstrated how his use of the new iPad enabled him to undertake a wide range of work remotely through taking and reviewing photographs to ensure that they were the ones needed, monitoring e mails at the same time and marking student work. The training required to enable this was provided by the University and whilst challenging to both undertake and implement, was hugely informative and helpful.

Another member of staff demonstrated how the University had supported him in achieving a Senior Fellowship of the Higher Education Academy and how this both informed his involvement in a wider range of activities within the University and enhanced the reputation of the University. He identified the benefits of this for both the individual and the institution as:

- Give great work wider recognition
- Develop individuals, teams and culture of innovation

- Build institutional profile, both nationally and internationally
- Help career progression
- Showcase your own, your students' and your institution's work
- Help make connections beyond your institution and discipline

979.4 Table discussions

Individual tables were asked to consider the following:

- Does anything surprise you about the ESEP?
- On the basis of what you've heard about ESEP, are there obvious lessons to learn about assumptions managers (including Students' Union Officers) might make about what would change the student experience positively?
- What would you most like to see change in respect of the Bucks student experience?

Full details of the feedback from the table discussions are attached as an appendix to these minutes.

979.5 Feedback from table discussions

The main points of feedback from the table discussions included:

- The message about the ESEP must be communicated as strongly and as close as possible to the student and at strategic points during the academic programme
- Use students as ambassadors on Open Days and through social media
- Communicate this at key points during the academic year including through Freshers Week, staff engagement and at course level
- Third year students' appreciated the free gown hire for graduation
- Big Deal 'One Stop Shop'
- Communicate the package better eg through the programme committee structure and at course level
- Students' Union to balance support for activities other than sport
- Communication could be via an app linked to a spreadsheet by course and ID number
- Brief students through a wide range of opportunities including personal tutors, course leaders and student representatives
- Ensure that all students can apply to go on trips through their societies even if this is not a requirement of their course

979.6 The Chair thanked everyone for presenting and leading the discussions. It was noted that this was a very complex programme to operationalise and the University was asked ensure more ease of access for students and brief Council fully on the results of the evaluation. All present were asked to feedback further ideas.

980 Date of next meeting

980.1 The next meeting of Joint/Senate Council is scheduled to take place on Monday 23 November 2015 at 4.00pm.

The meeting finished at 5.30pm

SIGNED:

DATE:

Prepared by Registrar (Governance) – 25 November 2014
 Checked by Clerk to the Council – 28 November 2014
 Confirmed by the Chair – 4 December 2014