



HARTPURY

QUALITY ENHANCEMENT AND STANDARDS COMMITTEE HARTPURY UNIVERSITY

Minutes of a Meeting
1.30pm Thursday 30th June 2022
Gordon Canning and on Teams

Present: Mr Russell Marchant – Principal
Prof. Ian Robinson (Chair) University Governor
Dr John Selby University Governor
Ms Alison Blackburn

In Attendance Ms Rosie Scott-Ward – Pro-Vice-Chancellor
Ms Lucy Dumbell – Academic Registrar
Mrs Helen Wilkinson – College Governor (Chair FE QuEST)
Mr Chris Moody – College and University Governor
Ms Gillian Steels– Clerk to the Governors
Ms Claire Whitworth – Vice-Principal Further Education
Ms Linda Greening - Head of Inclusivity

Apologies: Jenny Arroud (Staff Governor)
Mr Gareth Smith – University Student Governor

		ACTION & ACTION DATE
HEQuEST 01/06/22	Welcome and Apologies Attendees were welcomed. Apologies were received as detailed above.	
HEQuEST 02/06/22	Quoracy It was confirmed that the meeting was quorate.	
HEQuEST 03/06/22	Declaration of Interest The Clerk advised that members’ interests would be taken as those disclosed in the Register of Members Interests. It was noted that Chris Moody and the Vice-Chancellor and Principal were members of both Boards. There were no declarations of members’ interests for agenda items	
HEQuEST 04/06/22	Minutes of the Last Meeting The University QuEST Committee agreed the minutes of the meeting of 10 th February 2022 as a true and accurate record.	
HEQuEST 05/06/22	Matters Arising The Action Update log which updated members on progress of actions was NOTED.	

		ACTION & ACTION DATE
	<p>SU Report Presentation - it was noted that following the clarification that the Student Governor was not involved in the development of the report that consideration had been given to how the report should best be presented, particularly as the HE and FE QuEst Committees were now meeting separately. It was noted that the SU Manager was happy to present or for questions to be taken back. It was noted that the Pro-Vice-Chancellor or Vice-Principal Further Education could cover any queries on this occasion. It was agreed that in future if any governor had a question on the report and wanted the SU Manager to attend that they should advise the Clerk.</p> <p>HE and FE QuEst Meeting Separately Pilot - governors discussed their feedback on this to date. It was agreed it was helpful for meetings to be on the same day so that members had the option to attend both so that there was an understanding of quality and curriculum across the organisation. It was recognised sometimes this would not fit external timings, and that in that case meetings would need to be held as required. The Pro-Vice-Chancellor commented that given the changes in OfS regulation and the timing of the release of NSS data that some separate briefings would be required. Post meeting it was suggested these could be via recorded Teams sessions with the option of recording so that those unable to attend could be updated. It was agreed that this approach should be updated to Board.</p> <p>Graduate Outcomes – it was noted that the Longitudinal Education Outcomes (LEO) data had recently been issued and then updated. A governor queried if there had been an impact on the Hartpury data. The Pro-Vice-Chancellor advised our data of 97% stood as far as she was aware. It was confirmed that if there was a substantive change that the Pro-Vice-Chancellor would advise the Committee.</p>	<p>All Ongoing</p> <p>Chair July 22</p> <p>Pro-Vice-Chancellor July 22</p>
<p>HEQuEst 06/06/22</p>	<p>Access and Participation Plan update in response to Office for Students requirements</p>	
	<p>The report provided an outline of Hartpury's proposed action in response to the request by the Office for Students (OfS) to submit a variation request for our Access & Participation Plan (2020-25). It was noted that the document related to Hartpury's Access and Participation Plan (APP) which must be approved in order to ensure registration with the Office for Students and thus aligns with priorities and key activity appearing within the HE Strategy (2020-25).</p>	
	<p>The report provided a summary of the changed priorities for Access & Participation and an overview of Hartpury's response to the OfS direction to all Higher Education Providers to submit a variation request on their existing Access & Participation Plans.</p>	
	<p>Plans would now be required to cover:</p> <ul style="list-style-type: none"> a) Accessibility of APP information for prospective students and staff (APP summary template provided by OfS for all HE institutions to complete), b) Partnerships with schools to raise attainment, c) Ensuring access to HE by under-represented students leads to successful participation, and d) Developing more flexible and diverse provision. <p>Following communications with the OfS, we are confident that our targets remain relevant and that we do not need to amend these. As there are no proposed changes to targets, it is anticipated that there will be no significant change to our forecast expenditure for years up to 23/24 too.</p>	

		ACTION & ACTION DATE
	<p>It was confirmed that a revision to targets was not considered to be required. Governors queried if there would be challenges given the short notice of changes required, and whether there were potential reputational issues around partnerships with schools and how universities might be held accountable for schools' attainment. The Head of Inclusivity advised there was no specific guidance on target setting in relation to this. It was noted that Hartpury was well positioned because of its existing relationships with schools. It was noted that the outreach team had worked well with local schools over the last two-three years. The Vice-Chancellor advised that Hartpury expected to continue its existing partnerships with schools. Governors queried if there was a requirement for this activity to take a set number of hours. The Head of Inclusivity advised there was no guidance on this. The ongoing importance of EDI in schools was noted. It was confirmed that the updated APP Plan would be on the EDI tab on the website. A governor commented that they had found it difficult to find and the Head of Inclusivity agreed to check.</p>	<p>Head of Inclusivity July 22</p>
	<p>The HE QuEST Committee ENDORSED the planned approach to the Access and Participation Plan and the submission as set out.</p>	
<p>HEQuEST 11/06/22</p>	<p>Hartpury FE to HE Progression</p>	
	<p>The Head of Inclusivity and the Vice-Principal Further Education gave a joint presentation on progress from FE to HE, and progress from FE Hartpury to HE Hartpury. It was recognised that careers advice needed to be independent and ensure that students were supported to make an informed choice on what was best for them. It was noted that Hartpury College provided good progression to Hartpury university. Work had been undertaken to myth bust around going to HE to raise aspirations. It was noted that there were set touchpoints when student aims were considered. It was noted that at Exam Boards students provided their intended destination, it was noted this could change, and that although students were followed up 6 months later it was not possible to get a full picture.</p>	
	<p>It was confirmed that work was in place to make transition to HE as smooth as possible. The Head of Inclusivity advised that a Headstart programme had been piloted in animal to raise aspiration and that it had achieved good results, improving progression to HE. It was planned to use this programme in other areas going forward. The programme included an all-day taster day.</p>	
	<p>It was noted that FE progression to HE was 50% and that 30% of the total were choosing to progress to Hartpury. It was noted that actuals were not available for the current year. It was highlighted that during 2020/21 Covid had encouraged students to look at other providers. It was noted that progression to Hartpury HE sport was consistently low. It was highlighted that some HE providers in this area, for example Cardiff Met, did not require English and Maths GCSE, which Hartpury did. A large number of Hartpury's sport students were Welsh, and Cardiff was also seen as a livelier student city which drew students.</p>	
	<p>The Vice-Chancellor and Principal commented that progression to Hartpury agriculture should be higher. It was suggested further myth busting might be required in this area. The Pro-Vice-Chancellor advised a review of the impact of bursaries was also to be undertaken. The need to an agricultural</p>	

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	<p>HE space to drive aspiration was flagged. Options were to be explored in relation to this. A governor commented that unless students were interested in research in agriculture that Hartpury should be clear as a good choice. The Vice-Principal Further Education advised that it was also planned to target alumni with part time options. Governors queried if students were surveyed on their choices, and this was confirmed. Governors commented on the need to ensure students understood fully the opportunities of HE progression, the options provided by Hartpury and were supported to make choices based on their best interest.</p>	
	<p>The Update was NOTED.</p>	
<p>HEQuEST 07/06/22</p>	<p>OFS Update</p>	
	<p>The Pro-Vice-Chancellor updated on the Specialist funding submission. She advised that since submitting the data she had met with an OfS officer. The data submitted was to go to a second meeting and Hartpury would hear in the next two weeks if it had been accepted. There was some concern that it would potentially be treated differently from similar organisations, based on feedback in the discussions, this reflected the treatment of veterinary nursing. If this was the case there would be grounds for a judicial review. If the data was accepted there would then be a review by a panel. The make up of the panel, which was arts and research focused with no sport or landbased expertise, was a point of concern. It was noted the focus of the assessment was meant to be world leading teaching. The Vice-Chancellor and Principal commented that it was a significant issue, which would need to be pursued, recognised it would impact on the equity of provision for students.</p>	
	<p>The Academic Registrar updated on ongoing general registrations conditions</p> <ul style="list-style-type: none"> • All registered providers must meet these conditions • A: Access and participation for students from all backgrounds • B: Quality, reliable standards and positive outcomes for all students • C: Protecting the interests of all students • D: Financial sustainability • E: Good governance • F: Information for students • G: Accountability for fees and funding • Specific ongoing conditions: <ul style="list-style-type: none"> • OfS can impose on an individual provider, based on a risk assessment, in order to remain registered with us. – None currently <p>She advised that in May a revised condition in relation to quality had been introduced with 6 weeks' notice, and 8 investigations were now ongoing. These were looking at business and management courses and whether poor quality online learning has replaced face to face teaching. OfS had recruited a 'pool of experienced academics' to lead investigations- the expectation was that these would be teaching currently.</p> <p>In relation to the B conditions it was highlighted that;</p> <ul style="list-style-type: none"> • 6 Ongoing Conditions • B3 was the subject of current review 	

	ACTION & ACTION DATE
<ul style="list-style-type: none"> • B6 – The provider must participate in the Teaching Excellence and Student Outcomes Framework • B1, B2, B4 and B5 came into effect from 1 May 2022 <p>And that OfS would use ‘general risk-based approach to monitoring’ to identify compliance conditions. This would include consideration of NSS outcomes, Outcomes and complaints. It was queried whether the question relating to student satisfaction was expected to be removed from the NSS survey. It was advised this was expected, although the consultation outcome was not yet known, and that the revised TEF would have use blend of questions to cover this.</p> <p>It was noted that if Compliance concerns were identified</p> <ul style="list-style-type: none"> • OfS will engage with provider • OfS will decide initially whether there is/has been breach of a condition • OfS writes to provider and invites further information • OfS makes final decision <ul style="list-style-type: none"> • impose further specific ongoing conditions or registration, with associated monitoring (e.g. revise an existing TEF rating and consider whether eligible for a future TEF; • impose a monetary penalty; • suspend elements of a provider’s registration (e.g. access public funding, exercising current or new DAPs or utilising university title); and; deregistration. <p>It was likely any engagement would be short notice and include interviews with staff and students.</p> <p>The Committee was updated on planned actions to respond to the changes:</p> <ul style="list-style-type: none"> • Review the risk rating of academic partnerships leading to HU awards to ensure they reflect the B conditions. • Review our academic regulations connected to assessing technical proficiency in the English language (B4). • Investigate how we can satisfy the requirement to retain students’ assessed work for a period of five years after the end date of a course (ideally anonymised) (B4 and B5). • Consider how we wish to include review of proposed curriculum against OfS Qualification descriptors within our curriculum development process (B5). • Review how we wish to integrate the OfS Classification descriptors for Level 6 bachelors’ degrees into our assessment practice (B5). • Increase our data capacity to ensure we can understand, monitor and evaluate data associated with the OfS Quality and standards conditions (all). <p>The need to consider in relation to partnerships was also noted.</p> <p>Governors noted that the changes seemed to indicate a lesser role for QAA.</p> <p>Governors queried the previously raised position in relation to data capacity. The Pro-Vice-Chancellor confirmed there were no issues about accuracy, but about the capacity to provide real time updates to support monitoring that OfS was expected to introduce at short notice.</p> <p>The Committee was also updated in relation to OfS review on Degree Grading</p> <ul style="list-style-type: none"> • May 2022 – OfS Analysis of degree classifications over time 	

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	<ul style="list-style-type: none"> • Compared 2010-11 to 2020-21 • Reviewed whether increases in attainment (upper awards and first-class awards) for UK domiciled, full time, first degree graduates could be explained by provider and student characteristics • Upper awards for increased from 67% to 84% <ul style="list-style-type: none"> • 15% not explained • First class awards increased from 16% to 38% <ul style="list-style-type: none"> • Feel more than half unexplained <p>It was noted that Hartpury upper awards was below the sector, but the proportion increase had been above sector. The Pro-Vice-Chancellor confirmed the vigour within the Exam Boards. It was noted that previous feedback from External Assessors had been that students were underperforming and work had been done to raise ambitions. It was noted a range of assessment methods were used. Last year Hartpury's proportion of Upper Grades had been 70.3% and it was expected to rise slightly this year. It was confirmed a further update would be provided in November within the Quality Report.</p> <p>The ongoing consultation burden on HE was highlighted. It was noted that Hartpury engaged either individually or with partners</p>	
	<p>The HE QuEST Committee NOTED OfS Update and AGREED updates should be provided as available.</p>	
<p>HEQuEST 08/06/22</p>	<p>KPI Review</p>	
	<p>The main points highlighted were: At this time of year, there were minimal updates to the actual figures within the KPI sheet. Other issues highlighted were:</p> <p>TEF: Hartpury expected to be working on a TEF submission in the autumn / spring. Our current data query with the OfS may alter data quite significantly. Overall, we were confident of silver data but will be aiming to achieve a gold. Our recent What Uni award is an example of how our students rate us as a teaching institution and the SU is preparing for a student submission.</p> <p>NSS: Results were due in early July. An update will be sent via email. This data would inform TEF, amongst other things.</p> <p>Graduate outcomes: a detailed breakdown was not available, but it was highlighted that Hartpury's overall score had risen by 1% to 97%. As the sector has also moved up by 1%, it is pleasing that Hartpury continued to be 2% above the national average.</p> <p>Staff with teaching qualifications: there was a delay in AdvanceHE publishing results of submissions, but this figure is expected to rise further by the census date at the end of July.</p> <p>Upper Awards, updated in previous item.</p>	

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	<p>Staff to Student Ratio – it was highlighted this had not risen as expected and an external consultant was to review the data submitted.</p> <p>League Table Update – Hartpury’s places in the Complete Uni Guide were advised. It was noted that for agriculture Hartpury was 14/20 reflecting that Hartpury did not have a research submission in this area. In sport Hartpury had risen 37 places, reflecting a research score.</p> <p>The Pro-Vice-Chancellor asked governors to email her with any suggested changes to the KPIs. It was noted the KPIs would be updated to reflect changes to the B£ conditions. She advised the Dean of Research and his team were considering the most appropriate KPIs for Research following the Ref outcomes. The updated KPIs would be considered in November. The Chair commented that it would be helpful for the KPIs to reflect the key metrics OfS would be using, although as these were not yet available it was noted this might be an in -year development.</p>	
	<p>The HE QuEST Committee NOTED the KPI update.</p>	
<p>HEQuEST 09/06/22</p>	<p>Academic Partnerships</p>	
	<p>It was noted that Hartpury University has continued to carefully increase its academic partnerships over 2021-22, including operating its first franchised programme with the British Racing School, Newmarket UK and gaining recognition from four new Professional Accrediting Bodies. Since the OfS published its revised conditions for registration the University has increased the risk rating of validation partnership activity to high risk. The oversight of academic partnership activity continues to develop and the decision to have a committee to manage this activity is proving its worth.</p> <p>A governor queried how the franchise was working, and how it was being monitored. The Academic Registrar advised that it was at the end of its first year, that they attended our exam boards, and that a link tutor was in place. It was confirmed they came on site at least once a year. Planning was ongoing for the second year, including support for resits. The Committee was advised that so far indications were that it was going well. It was confirmed it would feed into the usual quality processes</p> <p>It was noted that the publication of the details of how metrics to measure quality and student outcomes for all students taught at, and awarded qualifications by, the University, is awaited. It is anticipated that the management of resource will have to be reviewed and altered to reflect both the increases in the academic partnership portfolio and to adapt to the changes in how this will be monitored in the future.</p> <p>It was confirmed that at this time we have no HE level apprenticeships, although this was explored a couple of years ago when the challenge of working with SMEs could not be overcome. However, our Head of Department for Sport, Sarah Lee, is actively working with a PAB for</p>	

		ACTION & ACTION DATE
	<p>sport, CIMSPA, who are working on forming degree apprenticeship standards for the sport and physical activity areas. It was noted this was being monitored.</p> <p>The validated programme with Weston College was considered. It was noted this was a way of increasing wider student participation. The OfS focus on EDI datasets was reflected on.</p> <p>It was confirmed that the Credit Bearing Study abroad relating to Agriculture in Russia was closed. There had been a staff exchange on this.</p>	
	The HE QuEST Committee NOTED the	
HEQuEST 10/06/22	Annual Quality Report Monitoring	
	An update on progress towards the action plan from the Annual Quality Report 2020-21 was considered. This confirmed that the 1 action due between January and May 2022 had been completed.	
	The HE QuEST Committee NOTED the Annual Quality Report Monitoring Update.	
HEQuEST 12/06/22	SU Report	
	<p>The report provided an overview of College and University wide matters effecting the Hartpury student experience as well as actions taken and suggestions for future development. In addition, it contains a summary of this year's StAR awards.</p> <p>The report included: HSU Rep Forums Key themes <i>Covid-19</i> – very positive feedback on Hartpury's work. Some feedback mixed in relation to regulation re mask wearing etc. <i>Catering</i> – positive and negative comments. Fed into the Graze developments <i>Opportunities</i> - positive feedback. Request for more opportunities to work opportunities on campus fed in. <i>Facilities</i> - request for more lockers and consistency re delivery platform. <i>Transport</i> – issues highlighted <i>Teaching and assessment</i> – impressed with standard <i>Pastoral support</i> - positive feedback.</p> <p>Summary of student rep engagement</p> <p>Governors supported the format and considered it gave a rich and informative picture of student and student union engagement.</p> <p>The SU Report was NOTED.</p>	

		ACTION & ACTION DATE
HEQuEST 13/06/22	Complaints Proposal for Future Monitoring Termly Complaints Report Spring Term 2021/22	
	It was noted that Hartpury had received only two formal complaints from HE students between January and April 2022, both which were not upheld and were about non-course issues. There had been no appeals or complaints to OIA.	
	The HE QuEST Committee NOTED the Spring Term 2021/22 Complaints, Concerns and Appeals Report.	
HEQuEST 14/06/22	Academic Board Update	
	Minutes from the last two meetings were noted. A governor noted the planned considerations re contextualised offers. It was noted there was no further feedback at this stage, but that feedback on it would be fed back through the minutes.	
	The HE QuEST Committee NOTED the Academic Board Update.	
HEQuEST 15/06/22	Any Points Identified to Highlight at Board	
	Changes to AAP FE to HE Progression Data capability given the B conditions Degree Classification – noting to be discussed within Annual Quality Report in November. Impact of REF outcomes on the league tables.	
HEQuEST 16/06/22	Any Other Business	
	It was noted that governors were requested to feedback on their view of the new cover sheets. Feedback in the meeting was positive.	
HEQuEST 17/06/22	Dates of future meetings – tbc.	
	The meeting closed at 3.15pm	

APPROVED November 2022