



Academic Council

MINUTES

Tuesday 2 February 2020 12.00pm By Microsoft Teams

In attendance	Professor Elena Rodriguez-Falcon (ERF), Chief Executive Officer (Chair) Professor Beverley Gibbs (BG) Chief Academic Officer (Deputy Chair) Professor Dave Allan (DA), Learning and Teaching Lead (Development Lead) Ms Frankie Devereux (FD), Elected Professional Services member, Professor Sarah Hitt (SH), Elected Academic Member Ms Mary Kenyon-James (MKJ), Head of Student Experience Ms Tam Milner (TM), Academic Registrar Assistant Professor Neil Rogers (NR), Elected Academic Member
Minutes	Anthea Parker, Head of Strategic Planning and Academic Council Secretary, NMITE

1. Welcome

The Chair opened the meeting, welcoming everyone to the NMITE Academic Council and noted that there were no apologies.

2. Minutes of previous meeting

Approved:

The minutes of the meeting held on 15 December 2020.

Noted that:

- i. The action relating to reviewing the Learning and Teaching Committee Terms of Reference is a complex task and needs to consider future organisation structure and cannot be resolved quickly. Leave open and report back.
- ii. The Chair requested an action log for the Academic Council.
- iii. Applicant Status codes had been shared with the Council and it was requested that definitions for application student journey stages to be circulated.

3. Chairs Report

Received:

A report from the Chair.

Reported:

- i. That NMITE is fully prepared to deliver our exciting and innovative programme which will produce work-ready, diverse, socially aware change makers who will have a positive impact on the world and transform it for the better.
- ii. That the third national lockdown announced by the Prime Minister on the 4th of January and which had been extended has forced us to revisit our plans to welcome our Pioneer Cohort of students in March. It has been concluded that the interests of our students and the programme are best served by postponing our first intake until the new academic session in September 2021.
- iii. That the NMITE team are resolved and committed to deliver a programme of events which we anticipate will be delivered mainly online during the Summer, to keep the momentum and to keep us in the mind of our stakeholders.

4. Academic Registrar's External Landscape Report

Received:

A verbal update from the Academic Registrar.

Reported:

- i. That the OfS Consultation on Academic Quality and Standards concluded on Monday, 25 January. The next part of this work is expected to be launched in the Spring.
- ii. That our previous Higher Education Statistics Agency (HESA) statutory return re student numbers for academic year 2020/21 was withdrawn/voided due to NMITE's change of start date/March 2021 entry. The replacement forecast data return for academic year 2021/22 was completed on 27 January 2021.
- iii. That the Course Upload with the Student Loan Company for academic year 2021/22 will be made over the coming few weeks to enable applicants to apply for funding for our September 2021 start date.
- iv. That the application for UCAS membership had been started. The Application will be ready for submission once NMITE have received the Audited Accounts for year ending July 2020.
- v. Office of the Independent Adjudicator (OIA) 2020 Completion of Procedures Letter submission form (an annual return to the OIA) submitted on 2 February 2021.
- vi. That the Pearce Report - Dame Shirley Pearce's Independent Review of the Teaching Excellence and Student Outcomes Framework (TEF) - was published in January 2021. Key points:
 - a. OfS to launch a Consultation in late Spring.
 - b. Recommendations of the Review (upon which OfS will be consulting):
 - i. to move to a 4-points rating system; to not proceed with Subject-level TEF as a scoring metric; to improve how outcomes are measured.
 - ii. Structure based on aspects of quality – Teaching and Learning Environment, Student Academic Experience and Graduate Outcomes.
 - iii. Student bodies to be given opportunity to make their own submission.
 - c. The pending outcomes of the National Student Survey (NSS) Review announced in September 2020 and carried out by the OfS will inform the extent to which NSS results inform/influence TEF assessments going forward.

- d. Recognition of the need to support Access and Participation in any new TEF Framework, but without duplication of effort/reporting.
- e. Recognition that Graduate Outcomes must be based on more meaningful data than levels of income.
- f. It is unclear how the OfS will manage and support small, specialist Providers in this review of the TEF – however, “proportionality” is now an additional TEF principle.
- g. The Government expects to see the new TEF Framework in place and HEI assessments completed and published by September 2022.

5. Learning and Teaching Committee Report

Considered:

The report from the Committee meeting on 2 December 2020 (Item 5).

Noted:

- i. That the Council had received and read the report.
- ii. That the Head of Student Experience is working alongside the Tutoring Lead on the draft Tutoring Strategy to make sure it is aligned with the student support services guide.

6. Academic Promotion Policy

Considered:

Revised Academic Promotion Policy (Item 6)

Noted:

- I. That the policy had been revised to align to the rest of the sector and so that it is clear to staff how they progress.
- II. That explicit guidance had been included on expectations of the evidence and material to be presented in the application and specific expectations for promotion.
- III. That expectations of satisfactory job performance and effective NMITE citizenship had been included for all levels.
- IV. That applications would be reviewed by a panel that includes peer review by the Professoriate.
- V. That the policy included the facility for applicants to request that account be taken factors that may have affected their achievement or career trajectory.
- VI. That three external references are required for applications for Full Professor.
- VII. More details on appeals had been included and that the CEO shall hear any appeals.
- VIII. Academic grade profiles had been overhauled for consistency, benchmarking, and alignment with NMITE's activities and goals.
- IX. The Academic Council welcomed the clear and well written policy.

The Academic Council resolved to recommend the approval of the Academic Promotion Policy.

The Committee agreed:

The Chief Academic Officer with refer to the HR Director about the versioning of the policy and tabling at the appropriate committee for policy approval

Responsible

BG

Deadline

Immediate

7. MEng Entry Pointes for 2021/22

Considered

Proposal that the May 2022 learner intake be removed from NMITE's plans.

Noted:

- i. That the current three intakes (September, January, May) had been designed to support the risk of student failure. The programme is back-to-back and accelerated, therefore if the student fails one or two modules or is sick there is limited time to catch up. The mechanism to mitigate this had been the student to step out of their cohort and enter a new cohort in four months.
- ii. That there had been concern that the May intake was too far out of the standard cycle and not aligned with January which is seen as a growing intake point. Another concern had been the complexity involved in running multiple cohorts simultaneously.
- iii. Learning and Teaching Committee had agreed to support the proposal to remove the May intake.
- iv. The Academic Team had discussed further proposals for only having one intake in September and that there would be resource for a resit process. This will be considered in due course when all pros, cons and modelling have been investigated.

The Academic Council approved the proposal to remove the May intake in 2021.

8. Quality Assurance Framework

Considered:

Quality Assurance Framework draft paper (Item 8)

Noted:

- i. That this paper had been provided to inform the Council what had been presented to the Board and Audit and Risk Committee regarding NMITE's quality and standards and academic governance framework.

- II. That the Framework's purpose was to inform the Audit and Risk Committee and the Board and to support them in discharging their duties as bodies responsible for these matters.
- III. That specific details on standard operating procedures and be of a wider quality framework will be produced prior to the arrival of students.

9. AOB

Noted:

- I. That the Committee Rules of Engagements had been updated so that the terms are consistent, and the secretary is referred to in the singular.

10. Date of next meeting

The next meeting was planned for Tuesday 6 April 2021 at 12.30pm, by Teams.