



Academic Council

MINUTES

Wednesday 4 August 2021, 13.30 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 Academic Council members to the first meeting of the 2021/22 Academic Year.

2. Minutes of previous meeting

Approved:

The minutes of the meeting held on 02 June 2021.

Noted that:

- i. The action regarding the alternative assessment process was ongoing. It had been left open to review in a year's time.
- ii. Actions relating to the change of Learning & Teaching Committee to Academic Affairs Committee (AAC) had been completed.
- iii. Action 7 from 15/12/2020 relating to Skylon Campus activity had been resolved through the changed remit of AAC.
- iv. Action regarding the Ethical Review Framework would remain open until revised proposal is presented.
- v. Action regarding Visiting academics can be closed, but changes will need to be made to the website to recognise this type of partnership.

3. Chairs Report

Received:

A report from the Chair.

Reported:

- i. That since the last Academic Council all at NMITE had been working hard on recruiting students and getting ready to receive them on the 6th of September. All were thanked for their efforts.
- ii. NMITE had close to 25 acceptances and that it was hoped that further applications would be received in Clearing week.
- iii. *[NOT FOR PUBLICATION]*
- iv. *[NOT FOR PUBLICATION]*
- v. That Tam Milner is moving on from her role at NMITE and that interim options were being looked at in the interim while an Academic Registrar was recruited. Tam was thanked for all her contributions to both the council and NMITE.

4. Academic Registrar's External Landscape Report

Received:

Report of the Higher Education Landscape.

Noted:

- i. That the Office for Students focus is currently on the issues of self-harm and suicide. The student services team will take any resulting policy work forward.
- ii. Returns had been submitted for both HESA and Unistats.
- iii. The HR Director would be the main point of contact with regards to ongoing impacts from the Covid-19 pandemic.

5. OfS Compliance Tracker

Considered:

Tracker for conditions of OfS Registration (AC.21.08.03).

Noted:

- i. That the tracker had been presented for information and had been reviewed by both the Board and Audit and Risk Committee.
- ii. That Appendix 1 would continue to be presented as a live document and many items had not yet started or were not yet appropriate.

6. Quality Assurance Committee Report (QuAC)

Received:

Report from QuAC held on 7 July 2021 (21.08.04)

Noted:

- i. That the council had been asked to approve changes to the Term of Reference for the coming academic year.
- ii. That point b) in the Terms of Reference clarified how QuAC 's analysis of data and areas of interest can be forwarded to Academic Affairs Committee for further discussion and implementation.

The Academic Council approved the Quality Assurance Committee Terms of Reference and Membership.

<i>The Committee agreed:</i>	Responsible	Deadline
Calendar to be updated with the bi-monthly AAC meetings	TM	End of August

7. Academic Affairs Committee Report

Received:

Report from Learning and Teaching Committee held on 23 July 2021

Noted:

- i. That the fifth Learning & Teaching Committee (Academic Affairs Committee going forward) was held on 23rd July 2021 and Gary Wood joined in his capacity as Academic Director.
- ii. That the new Academic Affairs Committee Structure would provide the scope to take an overview need on the various activities and in developing clarity on the distinctive place in the market.
- iii. The Strategy for the Academic Skills and Knowhow Centre (ASK Centre) had been reviewed and 6 decision points were approved with the encouragement to focus on achieving a 'minimum viable product' by September.
- iv. That feedback had been taken on the portfolio priorities for an NDAPS application. It had been agreed that ease of introductions versus attractiveness would be mapped.
- v. The latest thinking on Executive Education/CPD portfolio had been circulated in readiness for the expanded remit of Academic Affairs Committee. The proposed focus for NMITE's Executive Education has been two themes: Future of Work and Business Resilience.
- vi. That it had been agreed that Academic Affairs Committee would meet every two months rather than monthly (consistent with existing terms of reference).
- vii. In discussion
 - o Noted that the next Academic Council was 6th October. The submission of the New Degree Awarding Powers (NDAPS) application would likely be in September. The NDAPS principles had been approved by the Board, but the Academic

Council may need to approve before submission. This could be done through an extraordinary meeting of the Academic Council.

<i>The Committee agreed:</i>	Responsible	Deadline
Revised ToR to be implemented by interim/permanent chair of QuAC	Interim QuAC Chair	October AC
Arrange an extraordinary AC to review NDAPS application	AC Secretary	September

8. Access and Participation Plan

Received:

NMITE Access and Participation Plan (AC.21.08.05)

Noted:

- i. That the Access and Participation Plan had been approved by the NMITE board and submitted to the Office for Students and that it is an evolving strategy.
- ii. That the Strategy had been a major step forward involving bringing all the relevant information together in one place.
- iii. In discussion:
 - o Noted that the plan refers to monitoring against targets. The relevant KPI's had not been specified in the strategy but are already being monitored.
 - o The strategy will not be publicly available until it is approved by the Office for Students.
 - o The strategy would need to be amended to cater for future programmes and involve dialogue with Office for Students. Demonstrating outputs and impact is the priority.
 - o Noted that the position of Head of Widening Participation would be reviewed on delivery.

9. AOB

Noted:

- i. That the paper on Anti-Semitism had been reviewed by the Executive Board and would be brought to the October Academic Council. The Executive Board recommended adopting the Government definition.

10. Next meeting

Members asked to note that the next meeting is Wednesday 6th October at 2pm