

UNIVERSITY OF WARWICK

Widening Participation Committee

Minutes of the meeting of the Widening Participation Committee  
Thursday 30<sup>th</sup> November 2017

Present: Professor Chris Hughes (Chair, Pro-Vice Chancellor, Education), Sue Bennett (Director of Student Careers and Skills), Paul Blagburn (Secretary, Head of Widening Participation and Outreach), Delyth Chambers (Director of Student Recruitment Outreach and Admissions Service), Professor Lorenzo Frigerio (Head of Department, Life Sciences), Professor Louise Gracia (Dean of Students), Professor Geraldine Hartshorne (Head of Clinical Faculty, WMS), Kate Hughes (Partnerships Director, External Affairs), Kate Ireland (Director of Centre Teacher Education), Liam Jackson (Education Officer, Warwick SU), Dr Fergus McKay (Director of Centre for Lifelong Learning), Dr Ines Molinaro (Academic Director, Warwick Foundation Studies), Dr Nick Monk (Director of Institute for Advanced Teaching and Learning), Catherine Munn (Assistant Secretary, Widening Participation Manager), Professor Jeremy Smith (Head of Department, Economics), Professor Colin Sparrow (Academic Director, Graduate Studies), Roberta Wooldridge-Smith (Academic Registrar), Teng Zhang (Head of Student Finance and Funding)

Apologies: Shirley Crookes (Director of Wellbeing Support Services), Emily Dunford (Postgraduate Officer, Warwick SU), Mary McGrath (Director of Fundraising, External Affairs), Rory McIntyre (Senior Assistant Registrar, Strategic Planning and Analytics), Dr Rachel Moseley (Head of Department, TV and Film)

In attendance: Baljit Gill (Widening Participation Manager, Maternity Cover)

7/17-18 **Conflicts of Interest**

REPORTED:

That, should any members or attendees of the Senate have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK, available at <http://www.hefce.ac.uk/pubs/year/2009/200914/>

NOTE: No declarations were made.

8/17-18 **Minutes**

CONSIDERED:

The minutes of the meeting of the WP Committee held on 12<sup>th</sup> October 2017.

RESOLVED:

That the minutes of the meeting of the WP Committee held on 12<sup>th</sup> October 2017 be approved.

9/17-18 **Revised Terms of Reference and Membership**

CONSIDERED:

The Revised Terms of Reference and Membership paper, (WP.1/17-18 (Revised)).

REPORTED:

- (a) That the Committee Terms of Reference had been updated to reflect suggestions made in the previous meeting of the WP Committee (minute 3/17-18 refers)
- (b) That an initial conversation regarding the WP Evaluation and Research Working Group had been undertaken with Robin Naylor, Director of Studies, Economics
- (c) That Robin Naylor had agreed to Chair the WP Evaluation and Research Working Group

RESOLVED:

That the Revised Terms of Reference and Membership paper (WP.1/17-18 (Revised)) be approved on the basis of making the following amendments to the membership:

- (a) Matt Ferguson should replace Mary McGrath in his role as Director of Fundraising
- (b) Rory McIntyre should replace Giles Carden as SPA representative until a new Director of SPA is appointed

10/17-18 **Revised Widening Participation Strategy Development**

CONSIDERED:

The revised Widening Participation Strategy Development paper, (WP.2/17-18 (Revised) {Restricted}).

REPORTED:

- (a) That points two and three of the Widening Participation Strategy paper had been updated to reflect comments made in the previous meeting of the WP Committee (minute 4/17-18 refers)
- (b) That points four, five and six address how the WP strategy might be taken forward
- (c) That the focus of the strategic principles and priorities towards the full life-cycle approach was welcomed by the Committee
- (d) That departments would require support and steer in the development of their WP plans
- (e) That departmental WP plans would reflect what work is currently being undertaken in addition to a plan for future work in this area
- (f) That avoiding duplication of work across the institution when developing departmental plans should be a priority

- (g) That investment in resource would be necessary to move the WP strategy forward

RESOLVED:

- (a) That the Committee agreed with the recommendations put forward in the paper and the direction of travel for the development of the WP strategy, on the basis of the following:
  - i. Support would be provided to departments in the development of their WP plans
  - ii. Initial WP plans would not require too much detail, in order to provide an opportunity to consider what work is already being undertaken across the institution and identify potential duplication before plans are developed in more detail
- (b) That Chris Hughes and Paul Blagburn meet with Roberta Wooldridge-Smith to discuss resourcing options to support the implementation of the WP Strategy, with a view to progressing this to the Academic Resourcing Committee.

11/17-18 **WP Evaluation and Research Working Group**

CONSIDERED:

A paper outlining the Terms of Reference for the Evaluation and Research Working Group, (WP.3/17-18).

REPORTED:

- (a) That the Committee agreed with the recommendations put forward in the paper
- (b) That the Evaluation and Research Working Group would take ownership for developing the Terms of Reference for the group once set up
- (c) That the Chair of the Evaluation and Research Working Group would represent the group at WP Committee meetings
- (d) That data would need to be accessible to the group when required in order to make progress in this area

RESOLVED:

- (a) That Robin Naylor, Director of Studies for Economics, be invited to present his research of evaluation practice across the sector at the next WP Committee meeting
- (b) That Paul Blagburn liaise with Robin Naylor regarding the four representatives from academic departments that will form part of the WP Evaluation and Research Group membership, in order to provide an update at the next WP Committee meeting
- (c) That a Terms of Reference paper be brought to the next Widening Participation Committee meeting for discussion, outlining the key tasks, representation and resourcing of Widening Participation sub-group two (Student Success and Progression Group)
- (d) That members of the WP Committee put forward suggestions for membership of the Student Success and Progression Group

12/17-18 **WBS Foundation Year Outcomes**

RECEIVED:

An oral report from Tina Kiefer (WBS), outlining the outcomes and progress of the WBS Foundation Year.

REPORTED:

- (a) That the WBS Foundation Year is aimed at students who would otherwise not have the opportunity to study at WBS
- (b) That entry requirements for the Foundation Year are lower in order to accommodate these students, with eligibility criteria based on the achievement of Grade B English and Maths GCSE and satisfying a number of WP criteria
- (c) That students on the Foundation Year receive additional support in academic skills, career guidance and personal tutoring
- (d) That although the programme has anecdotally been a success, with many students progressing from the Foundation Year onto the full degree programme, there have been some challenges that WBS are now looking to address:
  - i. How to ensure students are fully equipped for the academic demands of the full degree programme
  - ii. How to provide the level of support required in areas such as mental health and well-being and career coaching
  - iii. How to address the difference in grade point average between the Foundation Year students and the standard entry Undergraduate students
  - iv. How to ensure the programme recruits the right calibre of student from the most appropriate background
- (e) That WBS is considering the following changes to the programme to address some of these challenges:
  - i. Raising the academic entry criteria for the Foundation Year programme
  - ii. Raising the pass level for Foundation Year students to progress onto the full degree programme from 40% to 60%
  - iii. Working with local schools and businesses to increase regional engagement

RESOLVED:

- (a) That WBS would welcome the opportunity to collaborate with other departments in addressing some of the challenges of the Foundation Year programme
- (b) That in designing programmes such as the Foundation Year, the university should consider how diversity is embedded into the wider university strategy to ensure that Warwick is the right fit for these students
- (c) That the Foundation Year paper prepared by Tina Kiefer be circulated with the minutes of the WP Committee

13/17-18 **IntoUniversity Partnership**

CONSIDERED:

A paper and oral report from Paul Blagburn, Head of Widening Participation, on a proposed partnership with IntoUniversity (WP.4/17-18 {Restricted}).

REPORTED:

- (a) That any project with a focus on having a presence in the local community should consider a wider collaborative approach, involving local authorities, Coventry University and local businesses in the discussion
- (b) That the initial feasibility study considered Nuneaton and Bedworth as well as Coventry for the opening of an IntoUniversity centre but that Coventry was selected on the basis of proximity of the potential sites for the centre to both primary and secondary schools within a highly deprived area

RESOLVED:

That IntoUniversity be invited to present their programme at a meeting to be held before the next WP Committee meeting, inviting the Committee membership and broadening the invitation to a wider audience

14/17-18 **OFFA Monitoring Return**

RECEIVED:

An overview of the OFFA monitoring return for 2016-17 access agreements.

REPORTED:

- (a) That the University received guidance from OFFA regarding its 2016-17 monitoring return in mid-November
- (b) That the monitoring return is part of the university's annual reporting to OFFA and looks at expenditure against the 2016-17 access agreement commitment, fee income, WP targets and our approach to evaluation
- (c) That the WP Committee should have an input into the monitoring return prior to it being submitted to OFFA

RESOLVED:

That the monitoring return be circulated to the members of the WP Committee before final submission to OFFA, for approval by the Committee

15/17-18 **Any Other Business**

None reported