

## UCEN Manchester Board

Minutes of the meeting held on Friday 1<sup>st</sup> March 2019 at 10am in Room OP116/117

Present: Kimoni Bell, Paula Cole, Cllr John Hacking (Chair), Lisa O'Loughlin (Principal), Peter Winter

In Attendance Rachel Curry (Vice Principal Planning and Performance), Jennifer Foote MBE (Company Secretary and General Counsel), Susan Holden (Director of Quality, Standards and Strategic Partnerships), Kile Moyana (Assistant Company Secretary and Legal Officer), Wendy Pennington (Director of Student Experience and Engagement), Debbie Sanderson (Divisional Finance Director College and Income Team) and Michael Walsh (Vice Principal and Dean)

Sam Green & Habib Lodal (Research and Planning Team) & Gary Hughes (Group Marketing & External Relations Director) attended for item 02/19

*No declarations of interest were received.*

### Part A

01/19	<p><b>Part A minutes of the meeting of the UCEN Manchester Board held on 30 November 2018</b></p> <p>The Part A minutes of the meeting of the UCEN MCR Board held on 30 November 2018 were received and approved as an accurate record and signed by the Chair.</p>
02/19	<p><b>HE Portfolio Research – Interim Project Update</b></p> <p>The Board was presented with interim findings from a research project on the HE market within which UCEN Manchester operated. The report provided insight into the HE market, detailed like for like competitor analysis and foundational aspects on delivery of UCEN Manchester provision alongside destinations data. Identifiable gaps in the market that UCEN could access and overall 3 year trends that would influence marketing and recruitment strategies were highlighted.</p> <p>Governors probed the detail of the analysis and it was confirmed that the final report would be submitted on completion for review.</p>
03/19	<p><b>SED/ QIP Progress Report</b></p> <p>The first update of the QIP since its formal inception was shared with governors. The report highlighted a number of actions which were being undertaken. In response to a query on student perception and progression beyond education, it was noted that</p>

	<p>more support strands were being initiated and that there was a clearer focus on destinations. The board were pleased to note the focus on continuous quality improvement.</p>
<p><b>04/19</b></p>	<p><b>OfS Registration Update including TEF Performance Metrics</b></p> <p>The Board was pleased to note the successful registration with OfS. Conditions of the registration were highlighted to the Board, including the risks to continued registration in relation to continuation rates and employment outcomes.</p> <p>For registration compliance, an improvement plan outlining actions to mitigate identified risks would be submitted to the OfS by 30 April 2019. It was recognised that the sign-off of the improvement plan rested with LTE Group as the legal entity. Further details on the plan would be shared with members of UCEN Board prior to its submission to the OfS but the Board was confirmed that it was content for any formal sign-off on its behalf to be undertaken by the UCEN Chair.</p> <p>The TEF performance metrics was shared with the Board. A summary outlined aggregated data on provider and subject level core metrics that were considered fundamental to the future TEF submission in Spring 2020.</p> <p><b>RESOLVED</b> that the improvement plan be recommended for approval to the LTE Group, with delegated authority granted to the Chair of UCEN for any formal sign-off prior to submission.</p>
<p><b>05/19</b></p>	<p><b>HE Fees Policy</b></p> <p>The meeting received a proposal report on revised tuition fees for 2020/21. The report set out the programmes affected and the rationale. Primarily the proposal was engineered in response to feedback received from the student body.</p> <p>It was understood that self-funding of equipment such as make-up kits created additional costs to the students thus causing affordability issues and barriers to learning. Therefore the proposal to increase the fees to cover the cost of equipment was considered beneficial to the students as the costs would be incorporated in the overall student loan. Governors welcomed this positive gesture and approach in helping to buffer the financial strain on students.</p> <p><b>RESOLVED</b> that the HE fees for 2020/21 as set out in Appendix 1 to the report, be approved.</p>

<p><b>06/19</b></p>	<p><b>Module Evaluation – Interim Student Satisfaction Report</b></p> <p>The Board was issued with a report on the outcomes of student voice and various feedback mechanisms. Collated data derived from student body meetings, NSS, and QDP surveys were outlined in the report. Governors were pleased to note the increase in participation reflected an improvement from the previous year. However, key emergent themes arising from the feedback highlighted the need for a review of library resources and IT infrastructure. The Board was reassured that quality improvement plans and remedial actions were in progress.</p>
<p><b>07/19</b></p>	<p><b>Update from Academic Board</b></p> <p>The meeting was reminded of the governance structure of the Academic Board. Having an oversight on standards of academic quality and rigour, the Academic Board aimed to help develop the strategy whilst assessing the provision of UCEN Manchester. Updates from the previous meeting indicated that discussions on curriculum strategy and robust challenges took place. Recommendations on quality improvement informed by recent student surveys were also considered.</p>
<p><b>08/19</b></p>	<p><b>Strategic Challenges</b></p> <p>The meeting was provided with a summary report for information on the policy landscape within the HE sector. Discussion points included the forthcoming publication of the Augar Review.</p>
	<p>-----        Chair</p> <p>-----        Date</p>

The meeting closed at 12:50 pm