MEETING OF THE BOARD OF SCRUTINY

MINUTES

Thursday, 22 January 2015 at 12.00pm
Seminar Room A, Hughes Hall

Present: Dr Mike Franklin (Chair); Dr Samantha Lucy (Secretary); Miss Emma Easterbrook (Support Officer); Dr Paul Beattie; Mr Bruce Beckles; Dr Andy Bell; Mr David Goode; Dr David Secher; and The Revd Canon Hugh Shilson-Thomas.

1. Apologies
   Dr David Woodman.

2. Declarations of Interest
   None.

3. Minutes of Meeting of 4 December 2014
   Approved.

4. Matters Arising
   None.

5. Guest: Professor Graham Virgo, Pro-Vice-Chancellor for Education
   The Board welcomed Professor Virgo and the following issues were discussed:

   (i) National Student Survey (NSS) and Postgraduate Taught Experience Survey (PTES):
       including areas of concern and plans to review student satisfaction, teaching, and assessment;

   (ii) University Teaching Officers (UTOs), post-doctorates, and Teaching Assistants:
       including their career path, supervisions, mentoring, and role within the University, Faculties, Departments and Colleges;

   (iii) Examinations Review: including forms of assessment, accommodation and invigilation, IT and security;

   (iv) Gender divide: including ratio in individual subjects, assessment, and ongoing research;

   (v) Learning and Teaching Sub-Committee and General Board of Education Committee:
       including their role during the Examinations Review.

   (vi) Faith groups: including the impact of religious holidays during the examination period;

   (vii) Overseas interviews: including access, ratio of overseas students, and use of modern
digital technology;

(viii) **Graduate student numbers**: including review of current policy of 2% increase per year, and change in location for medical students;

(ix) **Graduate bursaries**: including distribution, financial impact, and description of courses in comparison to the University of Oxford; and

(x) **MPhil students**: including funding, setting of minimum fee, and quality of candidates.

6. **Any Other Business**

(i) **20th Anniversary of the Board of Scrutiny**: Tim Milner from the Old Schools to organise a celebratory dinner;

(ii) **Reporter**: article to be placed in the next issue promoting the Board;

(iii) **Estates Strategy Committee**: to be kept under review;

(iv) **CUDAR**: to be kept under review;

(v) **Chief Investment Office**: to be kept under review;

(v) **Grant administration**: to be kept under review; and

(vi) **Dental Service**: no further action.

7. **Date of Next Meeting**:

   Guest: Professor Sir Leszek Borysiewicz, Vice-Chancellor

   Seminar Room A, Hughes Hall

   12.00pm on Thursday, 5 February 2015

Emma Easterbrook
Support Officer
2 February 2015