

# 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) **20<sup>th</sup> 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**