

UNIVERSITY OF ULSTER

Paper No ASQEC/20/22b)

ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE

22 October 2020

Agenda Item 9.2

AFFILIATE COLLEGE EXECUTIVE BOARD (QAHE)

COVER SHEET

To note the report and the terms of reference and membership for ACEB

UNIVERSITY OF ULSTER

ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE 22 October 2020

AFFILIATE COLLEGE EXECUTIVE BOARD

Report from meeting 12.08.20

- Terms of Reference for the newly convened group confirmed (page 3).
- Ulster to monitor and undertake a wider analysis of student intakes and completion rates. Progression data to be reviewed post resit boards. High risk areas to be identified and flagged for intervention. Good practice to support student transition will be shared. QAHE to report findings at ACEB meetings.
- Concerns were raised about the capacity to resource CAS allocations across QAHE and Ulster. ACEB colleagues will explore resourcing with PVC Academic Business Development. There is scope to purchase a licence for CAS Shield to build capacity and efficiency for CAS processing.
- QAHE had been monitoring the levels of engagement by international students who had returned home to study. No significant issues identified, but QAHE will continue to remind students of the need to fully engage with online delivery.
- The Online Pg Cert IB will be offered initially in online format until it is safe for campus delivery to resume.
- Professional Software Development Adv Practice programme to be withdrawn. CA5 submitted.
- International students who are not undertaking Category 1 modules, and who are shown to be engaged with their online studies, can transfer to the University at the point at which flights become available (although encouraged to attend from the beginning of the semester). UKVI will be extending to 90-day visa vignettes linked to intended date to travel.
- Recruitment:
 - May intake: No international, 20 GB and 27 EU students
 - Sept intake: projected 5500 for international and domestic students.
- QAHE admissions manuals have been updated. Sign-off required from UU admissions team.
- QAHE pre-sessional English programme has been approved by Qualification Equivalences Advisory Group. QAHE to monitor and report on student performance.

Actions

Issue	Action	Actioned by
Programme intake analysis	Update on progress at next ACEB meeting	S Bisheswar
Servicing increased CAS allocations	Discuss with Interim PVC Academic Business Development & Exec Dean UUBS. Purchase of CAS Shield to be explored. Report at next meeting	H Farley/Clare Armour
Student engagement online	Develop/maintain/review strategies for student engagement	J Howell/T Harris
Non-Completion rates	Retain item on agenda Review all programmes to identify non-completion rates for targeted support	N Bartholomew NM/PG/CM/CA
Updated Admissions Manuals	Manuals to be checked by Faculty Approval by admissions to be confirmed at the next ACEB meeting	M Goodwin P Green / P Hanna
Pre-sessional English programme	<i>Approval now received from QEAG.</i> QAHE to report on performance via Dept. Board and ACEB.	N Miller

Affiliate College Executive Board

Terms of Reference

1. To maintain an executive overview of the partnership
2. To keep under review the rationale for the collaborative partnership whilst considering:
 - a. The Business Case
 - b. Alignment with University and partner strategic priorities
 - c. The breadth of University and partner commitments
 - d. Senior manager support
 - e. Ongoing monitoring and reassessment of risks
3. To keep under review the operation and renewal of the Contract(s) for services with partner institution and Ulster University with reference to key performance data including:
 - a. Student applications, enrolment, retention, progression and achievement
 - b. Student satisfaction and complaints
 - c. Graduate employment
4. To receive and review the annual resources plan including estates, staffing and associated People & Culture matters, Library, IT provision and licensing agreements.
5. To identify good practice and innovation worthy of wider dissemination across collaborative partnerships
6. To report to the Academic Standards and Quality Enhancement Committee and to any relevant committee at the partner institution.

Membership:

UU:

Professor Paul Hanna	AD Global (CEBE)
Professor Jackie McCoy	AD Global (UUBS)
Dr Michaela Keenan	AD Education (CEBE)
Professor Heather Farley	AD Education (UUBS)
Dr Peter Green	Head of Partnership
Mr Peter Hope	Finance & Information Officer
Mrs Catriona McCarthy	Director of internationalisation
Mrs Janet Alleyne	Head of Quality Enhancement

QAHE:

Ms Geraldine Burke	Finance Director
Mr Michael Goodwin	Director of Operations
Ms Janis Gladwin	Head of Quality Assurance
Mr Shaun Bisheswar	Associate Dean
Dr Tim Harris	Executive Dean
Mr Nick Miller	Recruitment and marketing
Ms Julie Noone	Managing director

Secretariat: Nicola Bartholomew, Quality Enhancement