



# HARTPURY

## QUALITY ENHANCEMENT AND STANDARDS COMMITTEE HARTPURY UNIVERSITY

**Minutes of a Meeting**  
**1.30pm Thursday 27<sup>th</sup> February 2025**  
**Gordon Canning & Teams**

**Present:** Andy Collop (Professor) – Vice-Chancellor and Principal  
Alison Blackburn - University Governor  
Ian Robinson (Professor) (Chair) - University Governor  
Chris Moody – University Governor  
Jon Renyard – Co-opted Member HE QuEST  
Rose Stephenson – University Governor  
Thomas Legge - University Staff Governor

**In Attendance** Rosie Scott-Ward – Deputy-Vice-Chancellor  
Lucy Dumbell (Dr)– Academic Registrar  
Stephen Draper (Professor) – Academic Dean (RKE)  
Mary Heslop – College Governor  
Gillian Steels – Clerk to the Governors

**Apologies:** Lamees Nazir - University Student Governor

		<b>ACTION &amp; ACTION DATE</b>
<b>HEQuEST 01/02/25</b>	<b>Welcome and Apologies</b> Attendees were welcomed. Apologies noted as above.	
<b>HEQuEST 02/02/25</b>	<b>Quoracy</b> It was confirmed that the meeting was quorate.	
<b>HEQuEST 03/02/25</b>	<b>Declaration of Interest</b> The Clerk advised that members' interests would be taken as those disclosed in the Register of Members Interests. It was noted that Chris Moody and the Vice-Chancellor and Principal were members of both Boards.  There were no declarations of members' interests for agenda items	
<b>HEQuEST 04/02/25</b>	<b>Minutes of the Last Meeting</b> The University QuEST Committee agreed the minutes of the meetings of November 2024 as a true and accurate record.	

		<b>ACTION &amp; ACTION DATE</b>
<b>HEQuEST 05/02/25</b>	<p><b>Matters Arising</b> The Action Update log which updated members on progress of actions was <b>NOTED</b>.</p> <p>It was confirmed that the report on further work to investigate repercussions of regulatory changes aimed to increase retention and achievement of modules and awards, would be brought to the next Academic Standards and Enhancement Committee and the June HE QuEST Committee.</p>	<b>HE Quest June25</b>
<b>HEQuEST 06/02/25</b>	<p><b>HE Update</b> <b>Internal and External Environment</b></p> <p>The Deputy Vice-Chancellor gave a presentation to update the Committee on the Internal and External Environment. Points highlighted were:</p>	
	<b>External Environment</b>	
	Challenges for the University sector skills and beyond highlighted by Rt Hon Robert Halfon at GuildHE's skills session were outlined. Funding was considered unlikely to change significantly. Lifelong Learning Entitlement (LLE) had been flagged as an area to continue to monitor. It was confirmed Hartpury's curriculum design could flex to this if necessary. A governor commented that it was supported by DfE as a core part of the DfE skills strategy. The timescale was thought challenging. It was noted that some universities had full block teaching in place to support the LLE.	
	1.50pm Thomas Legge joined the meeting	
	<p><b>OfS</b></p> <p><b>1. OfS Strategy Development</b> was ongoing, with quality, wider student experience and sector resilience as its focus.</p> <p><b>2. ongoing consultation for changes to registration</b> (proposals relating to treating students fairly, business plans, more data), with potential changes to ongoing registration to be consulted on in the future. This was being monitored closely because of Hartpury's aspirations for Research Degree Awarding Powers.</p> <p><b>3. Integrated Quality System -</b></p> <ul style="list-style-type: none"> <li>• Single system to assess quality at all registered providers</li> <li>• Assessments (quantitative data and qualitative evidence) testing for compliance with the B conditions with assessment of excellence above this</li> <li>• How? <ul style="list-style-type: none"> <li>• All providers, all students (UG, PG &amp; TNE) in a rolling cycle</li> <li>• Assessment: <ul style="list-style-type: none"> <li>• Evidence / Visit</li> <li>• Overall assessment and outcomes of different elements of quality or levels of provision published</li> </ul> </li> </ul> </li> <li>• When? <ul style="list-style-type: none"> <li>• Roundtable meetings / Network meetings</li> <li>• Piloting in 2025???</li> <li>• Consult later in 2025???</li> <li>• First formal assessments before TEF ratings run out (2027)</li> </ul> </li> </ul> <p>OfS capacity for this was reflected on. It was noted that a pilot was expected this year. It had been suggested that organisations would have to</p>	

		<b>ACTION &amp; ACTION DATE</b>
	pay separately for the assessment, which would be compulsory, which had not been well received. It was an area which would be monitored closely.	
	<b>Internal Update</b>	
	Curriculum developments: <ul style="list-style-type: none"> <li>• Sport Periodic Strategic Review outcomes coming through</li> <li>• September 2025 start: on-track</li> <li>• September 2026 start: Veterinary Physiotherapy UG &amp; (Sport) Psychology progressing</li> </ul> <p>Confidential Discussion – commercial sensitivity – 3 years</p>	
	<b>The Internal and External Environment Update was NOTED.</b>	
<b>HEQuEST 07/02/25</b>	<b>HE Academic Strategy - 2030</b>	
	<p>The Deputy Vice-Chancellor presented the HE Academic Strategy 2030 which had been considered during development by some of the Committee. It had been developed through further consultation and had been to the Academic Board the previous week.</p> <p>The Deputy Vice-Chancellor advised it was not a radical development from the current strategy, rather a process of evolution. There were strong links between this strategy and the Research Knowledge and Exchange (RKE) Strategy and the International Strategy.</p> <p>Governors queried if it was sufficiently clear that there was parity between staff being fully engaged in their specialism and those involved in RKE. It was confirmed this would be given greater emphasis, while noting that there was a strand within RKE relating to industrial experience and leadership. The role of staff development within this also to be highlighted.</p> <p>The staff governor commented positively on the priority 1 - Hartpur's identity as a university – and stressed the need for this to be clearly understood and communicated externally. Governors questioned if alumni should be incorporated in the strategy and it was agreed they would be added if they were not incorporated in another strategy.</p>	
	Governors reflected on the skills for Hartpur graduates and queried how explicitly this was taught. The Academic Registrar commented that part of the curriculum refresh had been to identify and communicate the skills within the curriculum and ensure students could articulate them.	
	Governors agreed that the strategy was clear and coherent and clearly reflected Hartpur University. The Chair thanked the Deputy Vice-Chancellor for the work involved in developing the strategy.	
	<b>HE QuEST ENDORSED the HE Academic 2030 Strategy for progression to the Board for Approval with the minor updates as discussed.</b>	
<b>HEQuEST 08/02/25</b>	<b>Research and Knowledge Exchange Strategy – 2030</b>	

		<b>ACTION &amp; ACTION DATE</b>
	<p>The Committee considered the Research and Knowledge Exchange Strategy – 2030. This had also been considered during development by some of the Committee. It had been developed through further consultation and had been to the Academic Board the previous week.</p> <p>A core aim was to join up the different elements of RKE work and to improve integration/cohesion. It was agreed this should be made clearer. It was agreed that reference to a staff publication should be revised to “appropriate vehicle for dissemination”.</p>	
	The Chair thanked the Academic Dean (RKE) for the work involved in developing the strategy.	
	<b>HE QuEST ENDORSED the Research and Knowledge Exchange Strategy – 2030 for progression to the Board for Approval.</b>	
<b>HEQuEST 09/02/25</b>	<b>Research and Knowledge Exchange Mid-Year Report</b>	
	The report updated QuEST on the progress of RKE based on the key sections of the RKE Annual Report that was approved by Academic Board in October 2024. The focus was on the areas of RKE most aligned to QuEST, particularly PGR experience and metric progress towards RDAP. The report provided a brief update on action planning and progress against these.	
	A governor highlighted that there was some fluctuation in the metrics in part related to number of outputs. The Academic Dean confirmed more outputs were required. Line managers had been trained in incorporating this in appraisals. Governors queried how the supervision issue effected students, and the double bureaucracy because of UWE and Hartpurv involvement. The Academic Dean advised Hartpurv and UWE worked well together, but there had been issues over record keeping and process – work to address this had been put in place. The importance of following the process was stressed by governors. It was recognised this would be an area of increased focus as Hartpurv worked towards REF and RDAP.	
	<b>The Research and Knowledge Exchange Mid-Year Report was NOTED.</b>	
<b>HEQuEST 10/02/25</b>	<b>Key Performance Indicators Review 2024/25</b>	
	The Committee considered the KPIs to date. It was noted that the in-year retention figures were on track to meet the KPIs. There were no issues to highlight at this point.	
	<b>The HE QuEST Committee NOTED the KPI position for 2024/25 to date.</b>	
<b>HEQuEST 11/02/25</b>	<b>Annual Quality Report Monitoring Update</b>	
	An update had been provided on the three identified actions. Of these one was complete and the other two were ongoing with progress being made.	

		<b>ACTION &amp; ACTION DATE</b>
	<b>The HE QuEST Committee NOTED the Annual Quality Report Monitoring Update.</b>	
<b>HEQuEST 12/02/25</b>	<b>Annual Student Protection Plan Update</b>	
	It was confirmed that a review had been undertaken, there were no substantive changes and the website had been updated as required.	
	<b>The HE QuEST Committee NOTED the Annual Student Protection Plan Update.</b>	
<b>HEQuEST 13/02/25</b>	<b>SU Report</b>	
	The Committee had been provided with the February SU Update – the Committee agreed that the report continued to demonstrate the ongoing vibrancy of the SU, and its wider impact on Hartpury. It was agreed that the development of an additional sabbatical post was a positive development and reflected the growing maturity of the SU at Hartpury. It was noted that the SU were working proactively to enhance the student experience and had been involved in the catering review. It was confirmed that issues in transport and catering had been highlighted and service improved. The Deputy Principal Resources was monitoring the position with the catering company. The bus network issues also continued to be monitored to improve reliability, cost and inclusivity.	
	<b>The HE QuEST Committee NOTED the SU Report.</b>	
<b>HEQuEST 14/02/25</b>	<b>Academic Board Update - Minutes</b>	
	It was agreed the minutes provided a helpful summary of the work of the Academic Board.	
	<b>The HE QuEST Committee NOTED the Academic Board Update.</b>	
<b>HEQuEST 15/02/25</b>	<b>Complaints – Annual Report</b>	
	<p>The Complaints Report 2024 provided information to governors about complaints that were received about university provision, and how the University is learning lessons from them. It was noted that Academic Board had considered the report and agreed the actions contained within it.</p> <p>It was confirmed that during 2024 Hartpury University actively enabled students and other stakeholders to raise complaints. Complainants were encouraged to raise concerns informally and as close to the source of the issue as possible initially, to facilitate a timely and effective solution wherever possible.</p> <p>Three university students concerned about an academic issue raised their concern informally through the Hartpury University Student Academic Concerns Procedure in 2024. None of these progressed to a formal complaint.</p>	

		<b>ACTION &amp; ACTION DATE</b>
	Formal complaints in 2024 were considered initially under the Hartpury Complaints Policy 2023. During 2024 two cases were submitted to the OIAHE, one of which went through their appeals process and resulted in a partly justified outcome and medium level financial compensation, and the second was ongoing. The Committee considered the planned actions and agreed they would help to improve processes. It was agreed taking a lesson learnt approach was very valuable.	
	<p>A governor commented that the format and style of the report would be helpful for reporting on safeguarding HE sexual misconduct concerns for the new OfS reporting requirements. It was agreed the report would be shared with the Deputy Principal Resources.</p> <p><b>The Annual Complaint Report and Planned Actions was NOTED and ENDORSED.</b></p>	
<b>HEQuEST 16/02/25</b>	<b>Any Other Business</b>	
	None	
<b>HEQuEST 17/02/25</b>	<b>Any Points Identified to Highlight at Board</b>	
	<p>OfS Consultations and potential implications for RDAP</p> <p>OfS Integrated Quality Review – potential implications</p> <p>Cyclical reviews – potential costs and burden</p> <p>Business Couse CMI accreditation</p> <p>RKE and HE Academic 2030 Strategies</p> <p>SU Report – transport challenges</p> <p>Complaints – helpful format</p>	
	<b>Dates of future meetings-Noted:</b>	
	<b>The meeting closed at 3pm</b>	

Approved