

University Education Committee

Minutes of the Meeting held on 10 December 2025 at 1.30pm in YH/110, Research Centre for Social Sciences.

Meeting Attendance

Members present:

Tracy Lightfoot, Pro-Vice-Chancellor for Education and Students (Chair)
Duncan Jackson, Head of Academic Quality and Development (Secretary)
David Barrett, Associate Dean for Education and Students (Sciences)
Jill Webb, Associate Dean for Education and Students (Social Sciences)
Louise Cook, Interim Associate Dean for Education and Students (Arts and Humanities)
Louise Thurston, Associate Director for Careers and Employability
Jan Ball-Smith, Head of Student Success
Kirsty Lingstadt, Director of Library, Learning, Archives and Wellbeing
Tom Banham, Academic Registrar; Director of Student Education and Experience
Claire Ball-Smith (representing Social Sciences)
Daniel Keith (representing Social Sciences)
Michelle Alexander (representing Arts and Humanities)
Michael Bate (representing Sciences)
Lucy Ambrose (representing Hull York Medical School)
Iain Brennan (representing the International Pathway College)
Aya Haidar, York SU Academic Officer
Gabby Morgan, York SU Student Voice and Insight Manager

In attendance:

Sally O'Connor, Academic Quality and Development (Assistant Secretary)
Martin Suckling, School of ACT [UEC.25-56/32-33]
Becky Lloyd-Jones, Academic Quality and Development [UEC.25-56/32-33]

Apologies: Zoe Devlin, Head of Online Partnerships; Steve King, Associate Pro-Vice-Chancellor for Education and Students and Chair of SCA (Deputy Chair); Jen Wotherspoon, Deputy Director: Student Services; Petros Kefalas, Vice-President Learning and Teaching, University of York Europe Campus, CITY U.L.E.; Richard McClary (representing Arts and Humanities); Paul Bishop (representing Sciences)

Standing Items

Welcome

25-26/79 The Chair welcomed the Committee and noted a shorter agenda had been prepared in order to allow time for discussion around strategic priorities and innovation.

Declarations of interest in items on the agenda [oral report]

25-26/80 Members were invited to declare any potential conflicts of interest relating to the business of the meeting; none were declared.

Minutes of the meeting of UEC held 6 November 2025 [UEC.25-26/30]

- 25-26/81 The Committee confirmed the minutes of the meeting held on 6 November 2025 as an accurate record.

Action tracking and matters arising from the minutes not covered elsewhere on the agenda

- 25-26/82 No updates were noted.

Report of Chair's and Deputy Chair's Action taken since the last meeting [UEC.25-26/31]

- 25-26/83 The Chair (Pro-Vice-Chancellor for Education and Students) has taken the following action on behalf of UEC:

1. **Approved** a revised policy on *Credit Transfer and the Recognition of Prior Learning*, a corresponding Procedure, and a *Credit Transfer and Recognition of Prior Learning* application form.
2. **Approved** minor amendments to UTC 26 September 2024 Chair's Action Report (item UTC.24-25/4) and minutes (minute number UTC.24-25/10:8), and UTC 15 May 2025 minutes (minute number UTC.24-25/174 and UTC.24-25/175), changing the reference from "CITY College" to "CITY U.L.E."
3. **Approved** a request that the existing exemption allowing the *Collaborative Theatre-Making* module to be taught to I and M Level students can also be applied when the module is taught as part of the newly approved MA Creative Writing programme.
4. **Approved** BSc/MSci *Immunology and Infectious Disease* after conditions were satisfactorily addressed.

- 25-26/84 The Deputy Chair (Associate Pro-Vice-Chancellor for Education and Students) has taken the following action on behalf of UEC:

1. **Approved** an exception to the 60% average mark requirement on the previous stage for students undertaking a year abroad, for all relevant programmes involving Language and Linguistic Science. For 2025/26 this exception also applies to all programmes with both a language and a study abroad element - for instance, combined programmes with other schools/departments/ disciplines plus a language, such as Philosophy with French (with a year abroad). This exception is approved pending an ongoing review of the Year Abroad.

Chair's report [oral report]

- 25-26/85 The Chair **reported**:

1. The Vice-Chancellor has signed an agreement in China to develop articulation routes for the UG-level SQA Advanced Diploma that is delivered in China under the oversight of the Chinese Governmental body CSCSE. Students will enter into stage 3 of select BSc programmes in the Department of Computer Science and select BA and BSc programmes in the School for Business and Society, and will graduate with a York degree only. Other opportunities will be explored in the future.
2. As reported at the last meeting, there has been a delay in OfS releasing provider-level analysis of the degree classification data used to write our Degree Outcomes Statement. A Degree Outcomes Statement will be submitted for UEC consideration in January using only internal data for 2023/24; this will then go to Senate and Council before publication.

3. The Student Protection Plan agreed in May 2025 was submitted to OfS in September and is now published on the University website. OfS feedback will be addressed in April or May 2026 for publication 2026/27.
4. The Provost of the University of York Mumbai is currently visiting York and will be meeting with several schools/departments, York SU, Professional Services staff and senior leaders over the course of the next two weeks.

25-26/86 The Chair reminded members that approval of new programmes is the role of the committee as a whole and as such all committee members should ensure they read and review new programme proposals. Professional services members as well as academic members of the committee may be asked to be the initial reviewers.

25-26/87 The Chair congratulated committee members Steve King, Jill Webb, Jan Ball-Smith and Claire Ball-Smith, who have recently succeeded in achieving Principal Fellowship of Advance HE through the York Professional and Academic Development Scheme.

Deputy Chair's report [oral report presented by the Chair]

25-26/88 On behalf of the Deputy Chair, the Chair **reported**:

1. The new module evaluation system (Evasys) successfully launched on Monday 24 November, and an overall institutional response rate of 37% has been achieved, which is above the average of around 35% achieved in other institutions. The deadline for responding to student feedback has been extended to 8 January 2026, and one further "closing the loop" orientation session is available on 11 December at 10am. Work will be ongoing in Semester 2 to fully integrate Evasys with SITS and Blackboard.

25-26/89 The committee **observed**:

1. Professional services staff have reported significant time savings in administering the new system, compared to previous surveys.
2. Further communications and social media content should be provided to both schools/departments and students.

Action: York SU

Student Representative's report [oral report]

25-26/90 Aya Haidar, York SU Academic Officer, **reported**:

1. Complaints have been received from some students who have not yet been given their exam timetables. It would be useful to investigate reasons for this; one possibility is that delays may be due to the time taken to process individual arrangements for students with Student Support Plans.

Action: York SU; Academic Registrar; Director of Student Education and Experience

2. Student representatives have reported that they are not being supported to contribute to FLTGs, with problems accessing the meeting documentation.

Action: Associate Deans

3. York SU would like a list of which schools/departments are trialling Departmental Education Committees.

Action: Assistant Secretary

4. The results of information gathering on assessment and feedback have indicated that peer and group feedback is disliked, and that students would like more detailed feedback, especially on formative work to help them prepare for subsequent assessments. Further, students are unhappy when formative assessments do not link to summative ones, rendering such feedback inapplicable. A summary of this feedback will be shared with UEC and FLTG for circulation.

Action: York SU

5. Students on combined programmes have reported feeling that their academic journey is disjointed due to poor interdepartmental communication.

AI update

25-26/91 On behalf of the Chair of the AI Working Group, the Chair **reported:**

1. A student survey on GenAI is underway, and should allow benchmarking against other UK HEIs.
2. Positive feedback on the AI web pages and the mini-conference (which had more than 200 attendees) has been received.
3. 7 departments are piloting the AI Assessment Integration Framework in semester 1
4. Kathryn Cowtan has developed a 'Personal Ethical Framework for AI', which she presented to the group.
5. Discussions on Staff and Student AI tutorials are being held, and further details will follow in due course.
6. As Chair of the AI Working Group, Steve King has attended some roundtables relating to AI, and reported that other institutions are facing similar issues to York.

Update from the NSS Steering Group

25-26/92 David Barrett, as Chair of the NSS Steering Group, **reported:**

1. The administrative decisions made by UEC in November 2025 have been submitted to Ipsos, along with student details.
2. A communications plan has been agreed and is similar to previous years.
3. A follow up meeting for NSS leads has been arranged for January to prepare for the survey launch.

25-26/93 The Pro-Vice-Chancellor for Education and Students reminded the committee that there was agreement to collate a timetable of events occurring on campus during the NSS window, any NSS promotional events, and the dedicated times when the survey would be

embedded into teaching sessions, with the timetable shared with professional services staff, York SU and Estates etc.

Action: Chair of NSS Working Group

25-26/94 The committee **observed** it would be useful to reinforce that the NSS is a whole university endeavour, to which all staff contribute, and suggested an email could be sent from the Vice-Chancellor encouraging engagement from all staff.

Action: Chair of NSS Working Group; Pro-Vice-Chancellor for Education and Students

Programme Approvals/Modifications

MA Music Performance with Management [UEC.25-26/32]

25-26/95 The Committee **considered** the MA in Music Performance with Management programme, which had been reviewed in advance by Louise Cooke, Iain Brennan, Becky Lloyd Jones and an external assessor. The proposal was presented by Martin Suckling, who **reported**:

1. The programme is designed to combine transferable management skills and music performance to prepare students for a wider range of potential career opportunities, responding to feedback that it is advantageous for musicians to acquire business skills. This will distinguish the programme against those offered by competitor institutions.
2. The programme reflects the School's strengths and staffing expertise, and contributes to a suite of performance programmes.
3. The use of existing taught modules enables efficient teaching and allows growth without significant additional resource requirements.

25-26/96 The Committee **approved** the programme subject to the following conditions, to be met before the programme is marketed:

1. The programme specification is updated to articulate how students who fail or do not sit the capstone project can attain an additional 20 credits in order to be eligible for a lower exit award of a Postgraduate Diploma.
2. The External Assessor is asked to complete the Assessment section of their report.
3. The Year in Enterprise and Placement Year sections of the proposal form are corrected.
4. The AQ reviewer coordinates a consultation between the proposer and the School for Business and Society to discuss the management content of the programme in light of AACSB accreditation.

25-26/97 The School should submit revised documentation to the original reviewers via their AQ contact, who will review it and confirm a final decision to the Chair.

25-26/98 The Committee also **recommended**:

1. The indicative reading section of the new module descriptor is completed.

MA Music Performance: Instrumental Studies [UEC.25-26/33]

25-26/99 The Committee **considered** the MA in Music Performance with Instrumental Studies programme, which had been reviewed in advance by Louise Cooke, Iain Brennan, Becky Lloyd Jones and an external assessor. The proposal was presented by Martin Suckling, who **reported**:

1. The programme is designed to address a provision gap and assist in maintaining a consistent number of performance students year on year.
2. The programme contributes to a suite of performance programmes, and the use of existing taught modules enables efficient teaching and allows growth without significant additional resource requirements.

25-26/100 The Committee **approved** the programme subject to the following conditions, to be met before the programme is marketed:

1. The module specifications are checked against the module catalogue entries to ensure assessments are recorded correctly, and any necessary corrections made.

25-26/101 The School should submit revised documentation to the original reviewers via their AQ contact, who will review it and confirm a final decision to the Chair.

25-26/102 The Committee also **recommended**:

2. The indicative reading section of all module descriptors is revised for consistency of volume.
3. The School may wish to consider revising the Statement of Purpose to include the addition of an adapted third paragraph emphasising York's vibrant performance culture and facilities, strong industry connections, and lively and supportive community of students and staff.

Section A

25-26/103 The Committee enacted an extraordinary private Congregation to confer awards on all eligible students graduating in absentia, with the Chair acting as the Presiding Officer.

25-26/104 The Committee held a strategic discussion on playful learning.

25-26/105 The Committee held a strategic discussion on reducing reliance on e-textbooks.

25-26/106 The Committee held a strategic discussion on teaching effectiveness.

Section B

No Items to report

Section C

[Secretary's Note: With regard to its Section C agenda, UEC was provided with the following agenda Items which were provided for: [a] information only, where UEC discussion is not required or anticipated, unless a request is made to escalate an item is from Section C to Section A or B for consideration OR as [b] supplementary information and data for items on the Section A or B agenda.]

25-26/107 Standing Committee on Assessment summary: 1 December 2025 [UEC.25-26/34]

25-26/108 Faculty Learning and Teaching Group minutes:

1. Sciences, 22 September 2025 [UEC.25-26/35]
2. Arts & Humanities, 25 September 2025 [UEC.25-26/36]

Sally O'Connor, Academic Quality

December 2025