

ANNEX B 2007/08 to 2011/12 FEE PLAN

INSTITUTION:University of Wales, Newport.....

Principal Contact for Fee Plans

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Note for Guidance: We strongly encourage institutions to provide short, precise, quantifiable (or, if not quantifiable, then easily verifiable) statements, not lengthy descriptions of institutional strategies, histories or other contextual information. If the information provided is not clear, or appears difficult to reconcile with other information in our possession, we will ask for clarification. If, however, institutions consider it essential to add detailed contextual information to elements of the plan, we would appreciate this being confined to clearly labelled appendices.

1. What fee levels do you propose to charge from 2007/08?

Full time undergraduate	£3,070
PGCE (where applicable)	£3,070
Any significant variants you wish to note (eg if you propose to charge below £3000 for a significant part of your provision)	Based on the guidance given in a letter from John Howells dated 7 July 2005, the Board of Governors have already approved a tuition fee of £3,000 for 2007/08 onwards. Information was put on the University's website following the decision taken by the Board of Governors, which was made at their meeting on 20 October 2005. This was amended at the July 2006 meeting of the Board of Governors to the new permitted maximum fee of £3,070.

Note: We appreciate that the position is not yet clear over the use of the GDP deflator for 2008/09 and thereafter, so will expect the figure of £3070 to be the maximum shown for present purposes. When it comes, later, to monitoring, we shall need information that reflects the reality of fees actually charged.

2. What measures will you take to communicate these proposed levels clearly to a) students entering in 2006/07, and b) students entering in 2007/08 and beyond?

a. Students entering in 2006/07: please explain how they will be made clearly aware of the position from 2007:

Clear information on the University's Website plus UCAS/HE Conventions, UCAS Website, School/College Visits, Open Days Information Evenings, 2007 Prospectus, University Information Centre. Also, letter explaining the situation has been sent to all relevant full-time students together with their offer of a place for 2006/07.

b. Students entering in 2007/08 and beyond:

As for 2006/7 entrants

c. Please explain how gap year students who deferred entry in 2006 will be made clearly aware of their position:

Clear information on the University's website about gap year students, and additionally, individual students who have submitted a valid application to take a gap year on or before the agreed deadline will be sent a letter clearly outlining the tuition fee implications for them.

d.

Notes:

- a) Here, and below, please expand the space to suit your needs.
- b) There is no need to repeat in detail material that applies to more than one category of entrant.
- c) Please keep responses brief and focused – bullet points and phrases rather than paragraphs.
- d) On 2a) and 2c) above, please see the Assembly guidance to HEFCW on these points if you are in any doubt.

3. What additional income do you expect to receive as a result of flexible fees?

Total estimated additional fee income, of which:	07/08 (£k)	08/09	09/10	10/11	11/12
FT Undergraduate	4,626	6,675	6,841	7,010	7,187
PGCE	124	130	145	160	160

4. Bearing in mind the agreement reached between HEW and the Assembly that proposals set out in fee plans should account for at least 30% of the additional income, how do you propose to distribute this between a) widening access, and b) higher education more generally?

	07/08	08/09	09/10	10/11	11/12
a) Estimated additional amount to be spent on widening access	775	1,070	1,102	1,136	1,170
b) Estimated additional amount to be spent on promoting HE	650	971	994	1,015	1,034
c) Sum of a) and b)	1,425	2,041	2,096	2,151	2,204
d) Row c) expressed as a percentage of the totals in row 1 of qu. 3 above	30	30	30	30	30

5. Please give details of initiatives under 4a) and 4b) above, including further information on intended additional financial commitments and additional levels of output. It is important also to show how the institution's commitment to the National Bursary Scheme features within these commitments.

a) Widening Access: National Bursary Scheme

Estimated sum to be spent on means tested £305 bursaries in 2007/08	Brief explanation of why pitched at this level	Indicative estimate of sum to be spent on means tested £305 bursaries in 2008/09	Indicative estimate of sum to be spent on means tested £305 bursaries in 2009/10	Indicative estimate of sum to be spent on means tested £305 bursaries in 2010/11	Indicative estimate of sum to be spent on means tested £305 bursaries in 2011/12
£510,000	<p><i>Assume all students are entitled to a payment, based on an average of 60%, i.e., some get zero, and some get 100%, so $2,580 \times £305 \times 60\% = £472,140$ say £470,000 in 2007/08. Add to this an additional £40,000 to allow for further means-tested payments above the minimum level of the National Bursary Scheme.</i></p>	<p>£765,000 (3600 x £312 x 60% plus £90,000)</p>	<p>£788,000 (3605 x £320 x 60% plus £95,000)</p>	<p>£812,000 (3610 x £328 x 60% plus £102,000)</p>	<p>£836,000 (3615 x £335 x 60% plus £110,000)</p>

b) Widening Access: Other activities

Activity	Baseline for monitoring additional outputs	2007/08		2008/09		2009/10		2010/11		2011/12	
		Estimated additional spend, £k	Outputs anticipated at year end	Estimated additional spend, £k	Indicative outputs anticipated at year end	Estimated additional spend, £k	Indicative outputs anticipated at year end	Estimated additional spend, £k	Indicative outputs anticipated at year end	Estimated additional spend, £k	Indicative outputs anticipated at year end
<p>Student mentors. Provide trained student mentors to provide help and guidance to new students, especially those from non-traditional backgrounds, as in our experience, these require additional support.</p>	<p>4,000 mentor-hours, started with £40,000 from the supplementary income stream grant.</p>	40	4,000 mentor-hours.	45	4,000 mentor-hours.	46	4,000 mentor-hours.	47	4,000 mentor-hours.	48	4,000 mentor-hours.
<p>Increased communication with students, including "tracking surveys" and follow-up the results with early contact with students</p>	<p>The "non-continuation" rate internally used for management purposes amounting to 20%.</p>	50	By Improving data on student withdrawal, make measurable improvement in retention	58	0.5% improvement in retention rate to 19%	60	1.0% improvement in retention rate to 18%	62	0.5% improvement in retention rate to 17.5%	64	1% improvement in retention rate to 16.5%

to improve student retention.			<i>rates of a minimum of 0.5% to 19.5%</i>								
Create a Student Hardship Fund to supplement the Financial Contingency Fund provided by HEFCW and provide additional resources within Student Support Department.	<i>20 Students benefited from hardship assistance.</i>	100	<i>Approximately 100 Students who will benefit from assistance. Improved support staff and resources to support this category of students.</i>	115	<i>Students benefiting 120 per annum.</i>	118	<i>Students benefiting at 120 per annum.</i>	122	<i>Students benefiting at 120 per annum.</i>	126	<i>Students benefiting at 120 per annum</i>
Equality and Diversity- Staff Resources aiming to widen the remit to include student issues, in particular working to eliminate any barriers to under represented groups of widening access.	<i>The University currently uses the same benchmarks for all students, and therefore there are no specific benchmarks for monitoring equality and diversity issues associated with the recruitment of students.</i>	50	<i>Via audits on student drop out rates etc. produced an action plan to tackle equality and diversity issues in student recruitment and retention, from under represented groups, and those with special needs.</i>	58	<i>Review, adapt, adopt and improve the strategies employed to bring retention from under represented groups, to a similar level to general students</i>	60	<i>As previous year</i>	62	<i>As previous year</i>	64	<i>As previous year</i>

Payments to partner colleges to help with student hardship among franchise students of the University	<i>Approximately 15 students benefited from assistance from the Hardship Fund.</i>	25	<i>Approximately 50 students who will have benefited.</i>	29	<i>Approximately 54 students who will have benefited.</i>	30	<i>Approximately 58 students who will have benefited.</i>	31	<i>Approximately 62 students who will have benefited.</i>	32	<i>Approximately 66 students who will have benefited.</i>
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Brief explanation of rationale for these activities:-

1. Student Mentors
40 Trained Student mentors supported by 15 trained staff will deliver 4,000 mentor hours.

2. Increased Communication
Tracking Surveys will enable early contact and intervention bringing support mechanisms into play to maintain student attendance.

3. Supplementary Hardship Fund
The introduction of another Student hardship Fund will be supported by 2 additional staff members with Student Services to aid the monitoring and delivery of the funds to needy students.

4. Equality and Diversity
The research into the statistics related to equality, diversity and retention of under represented groups of students needs to be undertaken so that the University can be prepared to tackle the additional problems and barriers that these students face, with the longer term intention of bringing non-completion rates into line with the main body of students.

5. Hardship students at partner Colleges.
As with the University's "on-campus" students the supplementary hardship fund for students at partner Colleges will aid retention and hopefully enable students to progress to continue education at HE level.

Summary
The main thrust of the above plans is to assist with the retention of students, and improve the retention of students from non-traditional backgrounds. Our success in recent years in increasing the number of potential students who apply to Newport has not been matched by the same success in retaining the students.

Collectively, the activities outlined above are aimed at:

- (1) increasing by a further small increment our levels of recruitment of non-traditional students and
- (2) improving our retention rates,

in anticipation that this will impact specifically on the retention of students from Communities First areas.

c) Promoting Higher Education

Activity	Baseline for monitoring additional outputs	2007/08		2008/09		2009/10		2010/11		2011/12	
		Estimated additional spend, £k	Outputs anticipated at year end	Estimated additional spend, £k	Outputs anticipated at year end	Estimated additional spend, £k	Outputs anticipated at year end	Estimated additional spend, £k	Outputs anticipated at year end	Estimated additional spend, £k	Outputs anticipated at year end
Recruitment of additional overseas students, specifically through the production of a revised and updated CD ROM aimed at the overseas markets.	<i>Continuing the initiative started with £37,000 of the SIS funding. The 2006/07 budget for overseas tuition fee income is £1.1M.</i>	50	<i>A further increase in overseas tuition fee income to a budgeted level of £1.3M.</i>	51	<i>Maintenance of increased level of overseas tuition fee income of £1.3M.</i>	51	<i>Retain the level of Overseas tuition fees of £1.3M.</i>	51	<i>Retain the level of Overseas tuition fees of £1.3M.</i>	51	<i>Retain the level of Overseas tuition fees of £1.3M.</i>
Contribution towards staff development and other expenditure in support of our research strategy, and in particular the goal of obtaining Research Degree Awarding Powers.	<p>1. Research Professor in post but no Centre for Research.</p> <p>2. Minimal research related lectures etc.</p>	450	<p>1. The development of two new Centres for Research.</p> <p>2. The development of a range of public research related lectures; conferences</p>	690	<p>1. The development of two new Centres for Research.</p> <p>2. To continue the development</p>	713	<p>1. The development of two new Centres for Research.</p> <p>2. To continue the development.</p>	734	<p>1. The development of two new Centres for Research.</p> <p>2. To continue the development.</p>	753	<p>1. The development of two new Centres for Research.</p> <p>2. To continue the development.</p>

			<p><i>and exhibitions organised by, and held at, Newport and in collaboration with partners.</i></p>								
	<p><i>3. No Annual Research publication.</i></p>		<p><i>3. Produce an Annual Research publication.</i></p>		<p><i>3. Produce an Annual Research publication.</i></p>		<p><i>3. Produce an Annual Research publication.</i></p>		<p><i>3. Produce an Annual Research publication.</i></p>		<p><i>3. Produce an Annual Research publication.</i></p>
	<p><i>4. Less than 3% of full-time staff active and recognised contributors to subject associations, learned societies and relevant professional bodies.</i></p>		<p><i>4. 7% of full-time staff active.</i></p>		<p><i>4. 15% of full-time staff active.</i></p>		<p><i>4. 20% of full-time staff active.</i></p>		<p><i>4. 25% of full-time staff active.</i></p>		<p><i>4. 30% of full-time staff active.</i></p>
	<p><i>5. Less than 3% of academic staff with personal experience of research activity in</i></p>		<p><i>5. 5% of academic staff with personal experience.</i></p>		<p><i>5. 10% of academic staff with personal experience.</i></p>		<p><i>5. 13% of academic staff with personal experience.</i></p>		<p><i>5. 16% of academic staff with personal experience.</i></p>		<p><i>5. 20% of academic staff with personal experience.</i></p>

	<i>other UK or international university.</i>										
Additional contribution towards to the Estate Strategy and the Environmental Strategy to improve the physical infrastructure of the University, and in particular to reduce the University's carbon emissions.	<i>The baseline for 2006/07 is £212,000 With a recorded usage of 4219 tonnes of CO2</i>	150	<i>To improve standards of building structure and supporting infrastructure to improve the teaching and learning experience, and produce measurable reductions in the University's carbon emissions by at least 2%. (4100 tonnes)</i>	230	<i>By the utilisation of the Strategy and Implementation Plan associated with the Higher Education Carbon Management programme make further reductions in the University's carbon emissions by at least 2% (4000 tonnes)</i>	230	<i>Continued improvements in teaching and learning infrastructure and measurable reductions in the University's carbon emissions by at least 2% (3900 tonnes)</i>	230	<i>As previous year (3800 tonnes)</i>	230	<i>As previous year (3700 tonnes)</i>

Brief explanation of rationale for these activities

The main thrust of the above plans is to improve the quality of teaching and learning through improving the physical infrastructure in which it is carried out, and achieving synergy through a strategic step change in research and associated staff development activity. Throughout the period we aim to be simultaneously promoting Newport and Wales as a destination of first choice to a wide range of countries outside of the European Union.

Notes:

- a) Please note that question 5 asks for firm information only for 2007/08, because we assume that the detailed elements within your plan will vary from year to year in ways to be judged against evolving circumstances. We also ask, however, for indicative information for the remaining four years. When we begin to monitor performance, using the Annual Monitoring Statement, we will need to ask you annually to update the information in question 5 for the next year of the plan.
- b) In respect of questions 5a) and 5b), the Assembly Government has not specified the amount of additional fee income to be spent on bursaries, or other widening access activities. Rather, it expects this to be influenced by the competitive pressures each institution faces, and by the nature of the student intake, and therefore to vary between institutions. It does, however, expect those institutions with further to travel in ensuring improved participation from under-represented groups to invest proportionally more in this area of activity. It will be helpful if you would directly address this point in responding at 5a) and 5b) in particular.
- c) In 5b) and 5c) we ask you to specify baseline performance for your chosen activities, and then to specify anticipated outputs for the end of 2007/08. This is so that you, and HEFCW, will be able clearly to demonstrate additionality to the Assembly Government. The expression of the output targets is a matter for you. We will expect them to be realistic but stretching in terms of your institution's current strategy and performance in the areas selected. We expect outputs for 2007/08 to be higher than those for 2006/07. Whether or not they rise beyond the 2007/08 level in later years will depend upon the approach that you are taking.
- d) On the same point, we recognise that there is an issue over the date of the baseline data. For the purpose of monitoring performance during 2007/08, the ideal baseline year would be 2006/07, but this postdates the submission of the Fee Plan. Accordingly, we ask you to use the latest available baseline data. (But please see note (e), below).
- e) Given the intention to roll the monitoring of performance against Fee Plans into general annual monitoring, it would simplify matters if monitoring of activities could, as far as possible, be expressed in the same terms as existing Reaching Higher targets. You may choose to present output targets in other terms, but need to be aware that doing so may entail additional dialogue with HEFCW to clarify or check data. Use of Reaching Higher targets also helps with the baseline issue (note (d) above), since HEIs will already have forecast figures for these targets for 2006/07 and 2007/08, and so could demonstrate additionality by increasing the 2007/08 forecasts.
- f) Examples of "Widening Access: Other activities" might include, amongst others, measures to increase participation from Community First areas or from students with disabilities, or to increase recruitment to subjects of strategic importance, not least by targeting under-represented groups.
- g) Examples of "Promoting Higher Education" might include activities in support of existing or planned reconfiguration and collaboration projects, strengthening management development with particular reference to the challenges involved in reshaping the HE sector, action to develop or strengthen research, better engagement with private, public or voluntary bodies and communities in Wales, particular investments in improving the quality of learning and teaching (over and above what could be expected of normal institutional investment), initiatives to increase Welsh Medium

provision, initiatives aimed at developing new modes of delivery or harnessing ICT more effectively, activity that would strengthen the skills base available to Welsh employers, and actions that would promote Welsh HE more effectively internationally.

Sign-off (to be completed on paper copy only, by head of institution or appropriate deputy).

I enclose the Fee Plan from the above institution, and I confirm that all the commitments made above are additional to existing activity at this institution:

Name	Mr Denis Jones
Position	Pro Vice-Chancellor (Resource Planning) and Director of Finance
Signed	
Date	29 March 2007