

Cyngor Cyllido Addysg
Uwch Cymru
**Higher Education Funding
Council for Wales**

hefcw

Annual report to the Higher Education Funding Council for Wales from the Student Experience, Teaching and Quality Committee

2011/12



Noddir gan
Lywodraeth Cymru
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Foreword by the Chair of the Student Experience, Teaching and Quality Committee

I am pleased to present, on behalf of all members of the committee, this third annual report of the Council's Student Experience, Teaching and Quality Committee (SETQC), which covers the academic year 2011/12.

SETQC's agenda for the year has continued to be guided by For Our Future: the 21st Higher Education Strategy and has covered some highly significant developments in the higher education sector, relating to the impact of the regional collaboration agenda, the need to develop a new, Wales-wide, approach to the skills and employability agenda, and preparations for new funding arrangements. The outcome of the strategic alignment between the work of the Research, Innovation and Engagement Committee (RIEC) and SETQC, arising from last year's joint meeting, has been a new partnership agreement that brings together Higher Education Wales (HEW), HEFCW, the Confederation of British Industry (CBI) Wales and the National Union of Students Wales to deliver a *Skills and Employability Agreement and Action Plan*. Both SETQC and RIEC have worked together to deliver the outcomes of their previous joint meeting on skills and employability and were invited to contribute to the development of HEFCW's next Corporate Strategy, which will span the period 2013-14 to 2015-16.

The Committee has undertaken strategic discussions on a number of areas, including the enhancement of learning and teaching through technology, student charters and student representation in higher education institutions, part-time provision in higher education, progression from further education, the development of key data to support university admissions and student progression, and Welsh medium provision, as well as monitoring student satisfaction with their university experience, quality issues, and good practice in learning and teaching. The Committee were pleased to hear that the Higher Education Academy had awarded four National Teaching Fellowships to university staff in Wales, following the six awarded the previous year, deeming this as a proper reflection of the quality of learning and teaching in the country's universities.

There were three meetings of SETQC in 2011/12, and HEFCW officers consulted with the Committee electronically between meetings in order to enable the Committee to advise Council in a timely fashion. In-depth strategic discussions of key topics remained a focus of all meetings, with debates spanning the breadth of the Committee's agenda, and incorporating expert guest contributions where appropriate. I would like to thank the guests for their very helpful contributions in keeping the Committee abreast of key developments and programmes at a strategic level in their particular fields which were relevant to the Committee's remit, thus ensuring a current and sound evidence base for the advice provided to the Council. The Quality Assessment and Enhancement Sub-Group of SETQC continued to support SETQC and Council in meeting its statutory duties regarding quality assessment, and HEFCW established a task and finish group to advise on student charters and student union funding, which included a subset of

SETQC members. The Committee wishes to thank all those involved in these groups for their time and commitment.

SETQC has once again seen a number of changes in membership over the past academic year and I would like to thank the following people who have retired from the Committee for their constructive advice and support: Simon Dancey, Alliance of Sector Skills Councils; Jacqui Hare, Higher Education Wales Pro-Vice Chancellors' Learning and Teaching Advisory Group; Sarah Lewis, Estyn; Prof Mari Lloyd-Williams, Council Member; Dr Peter Noyes, University of Wales, Newport; Professor Danny Saunders; Christine Smith, part-time student; and Luke Young, former President of NUS Wales.

The Welsh Government's White Paper consultation on the Further and Higher (Wales) Bill 2013 heralds further changes to the context in which HEFCW and HE operate in Wales. SETQC will retain an important role in advising HEFCW's Council as it moves into the new context, and next year will no doubt be as stimulating as this one has proved to be. I commend this report to you, and in doing so thank all Members and observers of SETQC, past and present, for their enthusiasm, commitment and contributions over this period.

Professor Leni Oglesby

Introduction

- 1 The Higher Education Funding Council for Wales (HEFCW) is a Welsh Government sponsored public body, established in May 1992, which assumed responsibility for funding higher education in Wales on 1 April 1993. Our mission is to promote internationally excellent higher education in Wales, for the benefit of individuals, society and the economy, in Wales and more widely. Working with partners, we use funds from the Welsh Government and others to:
 - Secure higher education learning and research of the highest quality;
 - Maximise the contribution of higher education to the culture, society and economy of Wales;
 - Ensure high quality, accredited teacher training provision across Wales.
- 2 On 12 December 2008, following a review of HEFCW's committee structure initiated by its then newly appointed Chair, Roger Thomas, the Council approved a new committee structure. This new structure included a Student Experience, Teaching and Quality Committee (SETQC), that brought together the roles of the former Learning and Teaching Committee, Quality Assessment Committee and Widening Access Committee.
- 3 Mindful of the changes in the HE sector since the inauguration of the committee in 2009, officers conducted a Committee Effectiveness Survey in June 2011 to inform the future development of the Committee's work, and to review its mode of operation against the foreseeable demands to be made upon it. The outcomes showed general satisfaction with the Committee's operation, firm support for the use of strategic discussion items and the broad range of the agenda, and positive replies about the quality of discussion and contributions, and resulted in a number of enhancements. These included a reduction in the number of meetings to effect time and cost savings, and the use of more electronic consultation with Members between meetings to ensure that the Committee could continue to advise Council as necessary.
- 4 In order to reflect the developments in the higher education sector and informed by the responses to the effectiveness survey, some amendments to membership of the Committee were agreed by the Council and implemented in 2011/12, in order to ensure that SETQC could continue to provide expert advice on the range of areas it covers. These are detailed in Annex A.
- 5 SETQC trialled the use of external venues for its meetings in 2011/12, and the Committee is grateful for the hospitality of Cardiff Metropolitan University (Cyncoed Campus) and the University of Glamorgan (Atrium) respectively.

- 6 The remit and standing orders of the SETQC are provided at **Annex A**. Dates of the three meetings held in 2011/12 are also listed.

Review of business

- 7 *For our Future: The 21st Century Higher Education Strategy and Plan for Wales* continued to be the key policy context for the period covered by this third annual report. However, the transition to new HE funding arrangements, the regional agenda, and reconfiguration have also driven the agenda of SETQC, due to the resulting substantial changes to the context for the sector.
- 8 SETQC continued its practice of themed meetings, with a selection of strategic discussion themes addressed through a detailed discussion. This facilitated broader discussion than would be achievable during a business meeting. This was then followed by a business meeting to deal with other items falling within the Committee's remit, in order to ensure that its work was covered effectively.
- 9 The Committee's business discussions are further informed by information papers, both regular and ad hoc. Amongst the former, SETQC members receive copies of all minutes and relevant papers from meetings of HEFCW's Research, Innovation and Engagement Committee (RIEC), with which it has a close working relationship. Other papers included updates on activities relevant to the Committee's remit, such as developments in the regional agenda, funding for Sector Skills Councils, Initial Teacher Training statutory responsibilities, relevant grant letters from HEFCW and annual reports from organisations such as the UK Healthcare Education Advisory Committee (UKHEAC). The Committee was also kept up to date on developments relating to *For our Future*, and received digests of relevant reports.
- 10 The key items considered for discussion are presented against the Terms of Reference of the Committee, as provided at **Annex A**. This evidences the breadth of the agenda which falls within the remit of SETQC, and the wide range of advice which Members have been able to provide.

To advise the Council on all matters relating to learning and teaching in higher education, including skills, widening access to higher education, Initial Teacher Training and Welsh medium provision, with the aim of ensuring that Welsh higher education meets the needs and expectations of learners and other stakeholders

- 11 **Welsh Government priorities:** The Committee discussed HEFCW's remit letter for 2012-13 and its implications for the work of the Committee, which helped to shape subsequent meetings. The Programme for Government; updates on *For our Future* progress; and

Learning in Digital Wales were also considered. SETQC advised on the development of HEFCW's new Corporate Strategy, which was subsequently published for consultation.

- 12 **Learning and Teaching:** the Committee advised that the Higher Education Academy annual report met the requirements of the 2010/11 grant letter from HEFCW. It also advised on the draft findings and recommendations of the HE Academy review of learning and teaching, widening access, and Reaching Wider strategies, which were subsequently published.
- 13 **Student Experience:** areas on which SETQC advised included the 2011 National Student Survey (NSS) outcomes; Key Information Sets and other public information; the Wales Initiative for Student Engagement; the HEFCW-funded NUS Wales 'Have Your Say' campaign; and advising on the development of guidance on best practice in the funding of effective, democratic student unions, and student representation in response to a remit letter task. Members also advised on HEFCW guidance on the development of student charters, in response to another remit letter request.
- 14 **Widening access:** aspects of widening access considered by SETQC included a strategic discussion on fair admissions at the November 2011 meeting; HEFCW's Child Poverty Strategy; and part-time study issues, including part-time provision in higher education and progression from further education. This informed HEFCW's March 2012 report to the Minister in response to a 2011-12 remit letter request. The part-time study deliberations were further informed by a SETQC task and finish group and a HEFCW seminar, held in February 2012, which was well-attended by the sector and key stakeholders.
- 15 **Skills and Employability:** the skills and employability agenda spans the remit of both SETQC and RIEC. SETQC advised on the draft Skills and Employability Agreement, and subsequently had a strategic discussion on the proposed associated Skills and Employability Action Plan at its May 2012 meeting to inform its development. SETQC also advised on the recommendations of the Higher Education Achievement Report (HEAR), and whether a Wales-wide approach was achievable. All institutions in Wales subsequently signed up to participating in the HEAR.
- 16 **Equalities:** equalities considerations inform all of SETQC's work. Equality and diversity also falls within the SETQC's remit as part of its monitoring of the broader student experience. The Committee considered the equality and diversity aspects of the range of areas covered by its remit, and had a particular discussion on Equality and Diversity and HEFCW's Strategic Equality Plan at the May 2012 meeting of SETQC. Members advised on gaps within the Plan, and on areas where they considered it would be difficult to gather data.

- 17 **Welsh medium provision:** the February 2012 meeting of SETQC had a strategic discussion on Welsh medium provision. This area was also considered in the context of the breadth of the remit of the Committee, and helped to inform consideration of issues related to Welsh medium provision at subsequent meetings. Members advised on Welsh medium targets and how these could be achieved, progression of Welsh medium learners, quality issues, and emphasising Welsh language within employability skills more broadly.
- 18 **Initial Teacher Training (ITT):** members considered an update on ITT, and advised that officers should continue to monitor this area and provide updates to SETQC as appropriate. They advised that continuing professional development for the education workforce also needed to cover other staff, for example, learning support assistants.

To undertake the Council's statutory responsibilities under the Further and Higher Education Act 1992 in respect of quality assessment, that is, to secure that provision is made for assessing the quality of education provided in institutions for whose activities it provides, or is considering providing, financial support.

- 19 In order to advise Council on HEFCW's statutory responsibilities for quality assessment, SETQC established the Quality Assessment and Enhancement Sub-Group (QAESG) in 2010/11 to consider and advise on quality issues in more detail than is feasible at SETQC meetings, given the breadth of SETQC's remit.
- 20 QAESG included some SETQC members and some external representatives, to provide additional expertise. QAESG reports to SETQC, but for reasons of timeliness or urgency it is appropriate on occasions for Council officers, in liaison with the chair of SETQC, to be advised directly by QAESG.
- 21 In 2011/12 QAESG advised SETQC on a range of issues, including:
- 2011 NSS outcomes at institutional and subject level; recommendations on action to be taken in response to the 2011 NSS outcomes as appropriate; the implications for HEFCW's Corporate Strategy target; and the responses from individual universities relating to their NSS outcomes;
 - Estyn activities, and developments in inspection arrangements, relevant to higher education;
 - The development of Key Information Sets, which was followed subsequently by their successful publication;
 - The outcomes of the consultation on the Institutional Review: Wales (IRW) carried out in May 2011 and to be implemented from 2012/13;
 - Revisions to HEFCW's Unsatisfactory Quality Procedure to take account of the changing HE context, and changes to the institutional review method;

- HEFCW continuing its current role in relation to quality assessment, until statutory issues are resolved;
- Quality assurance developments, and HEFCW's associated responsibilities, regarding the University of Wales.

22 In addition, SETQC considered:

- The Quality Assurance Agency (QAA) annual report and advised Council that it met the requirements of the SLA and the programme of service for 2010/11, and that there were no additional issues arising from the report that needed to be taken forward in 2011/12;
- QAA Consultations on different sections of the UK Quality Code for Higher Education, and the engagement of institutions with these consultations.

To act as a sounding board for new approaches to learning and teaching in its broadest sense to inform Council

23 Work in this area included advising on:

- Draft findings and recommendations of the HE Academy review of Learning and Teaching, Widening Access, and Reaching Wider strategies;
- The extent to which the HE Academy annual report met the requirements of the 2010/11 grant letter from HEFCW;
- Issues relating to quality, including advising that Wales should maintain its current risk-based approach, with reviews at intervals of no longer than six years;
- How the sector and HEFCW could contribute to the implementation of the new *Science for Wales* strategy and developments with Subjects of Broader importance to Wales (SBIW);
- The draft outcomes of the Burgess Implementation Steering Group and implications for Wales of the introduction of the Higher Education Achievement Report, particularly noting the need for institutions to consider how it complies with their Welsh Language Schemes.

24 SETQC held strategic discussions on the admissions experience, Welsh medium provision and the development of a proposed Skills and Employability Action Plan, to underpin the Skills and Employability Agreement which was launched in June 2012. This commits HEFCW to working in partnership with NUS Wales, Higher Education Wales and CBI Wales to improve the job-related skills of graduates and offer new opportunities to re-skill and up-skill the current workforce (including through revitalising part-time study options).

25 SETQC advised Council on a wide range of matters regarding widening access, in particular issues related to part-time students. These included NSS outcomes, student numbers, HEFCW's 2011-12 remit letter response to the Minister for Education and Skills, progression from

further education and the development of the part-time HE provision action plan.

- 26 As noted in SETQC's first annual report, the Committee had previously advised Council that Wales should participate in the UK-wide National Teaching Fellowship Awards, co-ordinated by the Higher Education Academy, from 2010/11 in order to raise the profile of learning and teaching excellence in Wales. Building on the excellent results in 2010-11, Wales was awarded a further four fellowships in 2011-12, indicating the quality of staff in Welsh institutions.

To recommend to the Council strategies in support of HEFCW's corporate plan as it relates to broad learning and teaching matters.

- 27 Advice offered to Council in this area included:
- The outcomes of the National Student Survey for 2011;
 - The HEFCW-funded 'Have Your Say' project carried out by NUS Wales;
 - The Wales Initiative for Student Engagement;
 - Guidance on the development of student charters;
 - The Welsh Government's *Programme for Government* and sector progress against *For our Future* targets;
 - The participation of Wales in Key Information Sets from 2012/13;
 - Best practice in the funding of effective, democratic student unions, and student representation.
- 28 SETQC played a key role in advising Council on issues impacting on the student experience. The overall student satisfaction for Wales as a whole in 2011/12 was high, at 84%, and SETQC will provide advice in 2012/13 on raising this figure further.
- 29 The May 2012 meeting of SETQC included advice from members on the development of HEFCW's Corporate Strategy, to commence from April 2013. This included advice on objectives and measures and on what should be encompassed by the 'widening access,' 'student experience' and skills, employability and enterprise themes.

To consider any matters referred to the Committee by the Council.

- 30 Other matters referred to SETQC by Council included:
- Monitoring of the proposed Skills and Employability Action Plan milestones and targets;
 - *Science for Wales*.
- 31 SETQC was able to advise Council on appropriate actions to be taken in relation to these areas.

In all of the above, to seek and take account of the views of all relevant stakeholders and appropriate research and other evidence and, likewise, to incorporate advice from independent specialists where appropriate.

- 32 The membership of the Committee in 2011/12 covered a wide range of relevant stakeholders, including members of the Council, appointees from HEIs, and nominees and observers from relevant bodies, with Council officers in attendance. The membership of QAESG is primarily stakeholders in quality assessment and enhancement and includes specialist representation external to that available via SETQC.

Forward Look

- 33 In 2011/12 SETQC continued to provide a robust forum for discussion, which has facilitated the enhancement of strategic approaches to policy developments, and has been valuable in providing advice to Council. Items from SETQC are regularly, with agreement, raised for discussion with the HEW Pro Vice-Chancellors' Learning and Teaching Advisory Group, the views of which then inform future debates of the Committee. This approach enables sector views to inform SETQC in its work.
- 34 The academic year 2012/13 promises to continue to be a period of great change and challenge for the HE sector, and issues for SETQC to consider are expected to include:
- Fees and student finance, and impact on student experience and student expectations;
 - The role of the Coleg Cymraeg Cenedlaethol;
 - Implementation of Welsh Government priorities, as set out in HEFCW's annual remit letter;
 - Issues relating to, and impacting on full and part-time students, to include issues such as student satisfaction, retention, student numbers, and the impact of changes to higher education fees and funding;
 - The publication of a Welsh Government White Paper: Further and Higher Education (Wales) Bill, which is ultimately likely to lead to changes in HEFCW's powers;
 - The introduction of the Key Information Sets, which will present challenges to the sector in ensuring that prospective students are provided with information on a course by course basis;
 - The implementation of a developmental review of foundation degrees, to assure their quality;
 - Quality assessment, in particular issues relating to upholding standards;
 - Taking forward HEFCW commitments as set out in our Corporate Strategy, and strategic approaches to Widening Access and the Student Experience Approach;
 - Finalising and implementing the Skills and Employability Action Plan;

- Proposed changes to legislation in Wales regarding HEFCW's role;
- The implications of the review of ITT which Professor Ralph Tabberer is undertaking on behalf of the Welsh Government.

35 The above issues will have an important impact on SETQC's remit areas of learning and teaching, skills and employability, widening access, quality matters, the student experience and student expectations, and will strengthen the importance of the student voice.

36 SETQC will continue to advise Council on how to address these challenges, using evidential data available to the Council, the experience of committee members, external specialists, and task and finish groups as appropriate, and working jointly with the Council's other strategic committees to continue its contribution to enhancing the quality of the student experience in higher education in Wales.

Annex A. HEFCW Student Experience, Teaching and Quality Committee Remit

1. CONSTITUTION

A Committee of the Council to be known as the Student Experience, Teaching and Quality Committee (the Committee) established with the following Terms of reference and standing orders by a resolution of the Council dated 3 July 2009, amended 16 February 2011.

2. TERMS OF REFERENCE

- a) To advise the Council on all matters relating to learning and teaching in higher education, including skills, widening access to higher education, Initial Teacher Training and Welsh medium provision, with the aim of ensuring that Welsh higher education meets the needs and expectations of learners and other stakeholders.
- b) To undertake the Council's statutory responsibilities under the Further and Higher Education Act 1992 in respect of quality assessment, that is, to secure that provision is made for assessing the quality of education provided in institutions for whose activities it provides, or is considering providing, financial support.
- c) To act as a sounding board for new approaches to learning and teaching in its broadest sense to inform Council.
- d) To recommend to the Council strategies in support of HEFCW's corporate plan as it relates to broad learning and teaching matters.
- e) To consider any matters referred to the Committee by the Council.
- f) In all of the above, to seek and take account of the views of all relevant stakeholders and appropriate research and other evidence and, likewise, to incorporate advice from independent specialists where appropriate.

3. STANDING ORDERS

3.1 The standard HEFCW Committee Standing Orders shall apply.

3.2 Membership and Attendance

- 3.2.1 The Committee shall comprise up to seventeen members, including at least one member from within the Council. The Committee will be chaired by a Council member. The majority of members of the Committee should come from institutions within the HE sector*
- 3.2.2 The quorum for Committee meetings is 4 members, including the Chair or his/her nominee.
- 3.2.3 The Head of the Strategy, Learning and Funding Team shall normally attend the meetings of the Committee.

- 3.2.4 A representative of Research, Business and Communities Team shall normally attend the meetings of the Committee.
- 3.2.5 A member of the Strategy, Learning and Funding Team shall service the Committee.

4. AUTHORITY

- 4.1 The Committee is an advisory body with no executive powers.
- 4.2 The Committee shall have the authority to establish Task and Finish Groups to provide advice as it considers necessary, including on matters within its remit arising from the Council's statutory obligations for assessing the quality of provision.

*

The Act (http://www.opsi.gov.uk/acts/acts1992/ukpga_19920013_en_6#pt2-pb1-l1g62) states as follows:

Assessment of quality of education provided by institutions

- (1) Each council shall—
- (a) secure that provision is made for assessing the quality of education provided in institutions for whose activities they provide, or are considering providing, financial support under this Part of this Act, and
- (b) establish a committee, to be known as the “Quality Assessment Committee”, with the function of giving them advice on the discharge of their duty under paragraph (a) above and such other functions as may be conferred on the committee by the council.
- (2) The majority of the members of the committee—
- (a) shall be persons falling within subsection (3) below, and
- (b) shall not be members of the council.
- (3) Persons fall within this subsection if they appear to the council to have experience of, and to have shown capacity in, the provision of higher education in institutions within the higher education sector and, in appointing such persons, the council shall have regard to the desirability of their being currently engaged in the provision of higher education or in carrying responsibility for such provision.
- (4) Schedule 1 to this Act shall apply to a committee established under this section as it applies to committees established under paragraph 8 of that Schedule.

HEFCW Committee standing orders

A Membership and Attendance

1. The Council members and the Chair of the Committee shall be appointed by the Council. Council members shall serve for such period as the Council shall decide with other members appointed by the Appointments Committee for an initial period of up to three years.
2. With the approval of the Appointments Committee, non-Council members may serve a second three year period.
3. Upon taking up appointment to the Committee, non-Council members shall declare their interests by completing a declaration of interests form. The Register of all Members' interests shall be made available via the HEFCW website. If a member declares an interest in a matter to be considered at a meeting of the Committee, the disclosure shall be recorded in the minutes. Members with a direct interest in any item to be considered at a meeting of the Committee shall withdraw from the meeting during discussion of that item.
4. If a quorum is not present at a meeting of the Committee, the Chair or his/her nominee shall declare that there is not a quorum present and either decide that the meeting shall stand adjourned or proceed with the meeting but defer any decisions to the next quorate meeting. The consideration of any business not transacted shall be adjourned to a date and time to be fixed by the Chair or to the next meeting of the Committee.
5. The Chair shall nominate a Deputy - from the Council members - to Chair the Committee meeting in his/her absence.
6. The Chair of Council may attend Committee meetings as an observer.
7. Other HEFCW staff or external representatives may be invited to attend the meetings at the discretion of the Chair of the Committee.
8. Members nominated by external organisations may nominate a substitute to attend meetings in their stead. Substitutes' names will be recorded in the list of members at the commencement of their term.
9. The Appointments Committee may terminate the membership of any non-Council member who fails to attend three consecutive meetings.

B Frequency of Meetings

1. The Committee shall determine the frequency of meetings, subject to a minimum of one meeting per year.
2. At the request of the Chair, the Secretary shall convene a special meeting of the Committee to deal with business that cannot wait until the next ordinary meeting.

3. The Council or Accounting Officer may ask the Committee to convene further meetings to discuss particular issues on which they want the Committee's advice.
4. The Committee may also propose joint meetings with other Council committees as necessary.

C Reporting

1. Minutes of the meeting of the Committee will be circulated to the next meeting of the Council, normally for information. When the minutes include recommendations from the Committee for the Council to approve, these recommendations will be highlighted in the Council covering paper and presented for approval. Minutes will be marked 'unconfirmed' if the next Council meeting precedes the next ordinary meeting of the Committee.
2. If substantially changed at the next meeting of the Committee, the Minutes shall be returned to Council for information.
3. Where a meeting has taken place but a draft of the minutes is not available by the date of the next Council meeting, the Chair of the Committee will make an oral report to the Council and the minutes will be presented to the next meeting of the Council thereafter. The Chair will raise any significant matters with the Chair of Council and the Chief Executive, and may draw the attention of the Council to such matters at its next meeting.
4. The Committee will submit an annual report to Council on the discharge of its duties.

D Authority

1. The Committee is authorised to obtain independent professional advice if it considers this to be necessary, normally in consultation with the Chair of Council and/or HEFCW's Chief Executive. However, it may not incur direct expenditure in this respect in excess of £5,000 without the prior approval of the Council.
2. The Council, or Chair of Council, may delegate authority to the Committee Chair to conduct specific tasks on behalf of the Council.

E Review

1. The Committee Remit and membership shall be reviewed on an annual basis and any proposed changes submitted to Council for approval.

Current Membership of Student Experience, Teaching and Quality Committee (on 31 July 2011)

In response to developments in the higher education sector and reflecting the outcomes of the effectiveness survey, some amendments to membership of the Committee were agreed by the Council and implemented in 2011/12, in order to ensure that SETQC could continue to provide expert advice on the range of areas it covers. These were as follows:

- Reconfiguration of the four institutional representatives to include one from each of the three regions and a nominee from the Open University in Wales, in order to reflect the regional agenda;
- The addition of a part-time student representative, an employability and skills representative, and the replacement of the specific National Institute of Adult Continuing Education Dysgu Cymru nominee with a wider brief of a representative of adult mature learners in higher education;
- The removal of the Universities' Council for the Education of Teachers (UCET) Cymru nominee, the Reaching Wider Partnerships' representative, and the Estyn observer. UCET Cymru would be invited to attend specific meetings as appropriate. The Reaching Wider expertise would be covered by the institutional representatives from the three regions and the Open University. An Estyn observer would remain on the Committee's Quality Assurance and Enhancement Sub-group.

Members	
Council	
Member of Council (Chair)	Professor Leni Oglesby
One members of Council	Bethan Guilfoyle
Appointments committee appointees	
Four HE members	Rob Humphreys (Open University in Wales) Julie Lydon (University of Glamorgan); Professor Alan Speight (Swansea University) Dr David Wright (Bangor University) (from October 2011)
Skills and Employability representative	Professor Danny Saunders
Nominees	
Higher Education Wales x 2	Dr Peter Noyes (VC University of Wales, Newport); Jacqui Hare (PVC, University of Wales Institute, Cardiff)

NUS Wales	Luke Young
Alliance of Sector Skills Councils	Simon Dancey (Nations Director of Creative and Cultural Skills)
National Leadership and Innovation Agency for Healthcare	Stephen Griffiths (Director, Workforce Development Unit)
Colegau Cymru	Gavin Thomas Greg Walker (from May 2012)
Representative of adult mature learners in higher education)	Richard Spear (NIACE Dysgu Cymru)
Observers	
Department for Education and Skills	Ruth Hayton
HEW Officer	Lisa Newberry
QAA Officer	Dr Julian Ellis
Higher Education Academy officer	Dr Helena Lim
Coleg Cymraeg Cenedlaethol	Dr Ioan Matthews
Officers	
Head of Strategy, Learning and Funding	Celia Hunt
Senior Learning and Teaching Managers	Dr Cliona O'Neill (Secretary) Dr Alison Allan
Director of Strategic Development	Dr David Blaney
Senior Widening Access Policy Manager	Jane Johns
Senior Economic Development Manager	Dr Alyson Thomas
Strategic Development Officer	Gemma Long (Clerk) to 31 December 2011

Schedule of meetings for 2011/12

1 November 2011

1 February 2012

30 May 2012