

Student Feedback and Surveys Task Group

The University's Committee Structure aims to put the University in a position of strength to deliver the evidence base that will enable us to engage with the OfS and its [conditions of registration](#).

Individual Committees are expected to utilise a range of indicators, quantitative and qualitative intelligence and horizon scanning that will enable them to monitor and review trends and spot (early on) any issues that may affect compliance. In doing so, they are empowered to drive and effect changes accordingly.

Purpose and Scope

The primary purposes of the Student Feedback and Surveys Task Group are:

1. To support the University in seeking out, promoting and responding to the student voice.
2. To identify and implement ways of improving the student experience at Newman University.
3. To support the University in meeting its institutional targets in relation to NSS and other appropriate internal and external surveys.

Terms of Reference

In order to fulfil these purposes the Student Feedback and Surveys Task Group will undertake the following tasks:

- i) Identify strengths and concerns expressed by the student voice
- ii) Implement and analyse internal student surveys and similar projects
- iii) Analyse internal and external surveys and projects each year and work with subject areas and departments to develop action plans to improve the student experience arising from such surveys
- iv) Explicitly consider differential survey results by a range of student characteristics (including gender, ethnicity, socio-economic background, age and mode of study) and include actions within the action plan to address any pertinent differences
- v) To respond to surveys and projects, and to make clear recommendations to appropriate bodies within the university
- vi) To support staff in meeting relevant institutional KPIs

- vii) Make decisions regarding the administration of the internal and external surveys, including the NSS (e.g. whether or not to include any of the optional question banks, when to commence the NSS, etc.) and deliver an appropriate publicity campaign

Reporting

Report findings and actions to both Learning, Teaching and Academic Quality Committee and Student Experience Committee.

Quoracy

50% plus 1. Attendance of members will be monitored on an annual basis

Frequency of Meetings

Monthly

Membership

- Associate Dean, FASPS - Arts and Humanities (Chair)
- Associate Dean, FASPS - Social Science and Business Vice Chair)
- Interim Associate Dean, Faculty of Education
- Associate Dean, Faculty of Education
- Deputy Director of Learning, Teaching and Scholarship
- Director of Marketing and Communications
- Management Information Officer (PSD)
- Director of Library and Learning Services
- Quality Manager
- Newman Students' Union President
- Newman Students' Union Academic Representation Officer

Other colleagues may be invited to attend as co-opted members for a specific purpose whenever required

Whenever members are unable to attend meetings, they may nominate an appropriate colleague to attend on their behalf

Servicing & Arrangements for Papers

Quality Office