



Recruitment and Admissions Committee (RAC)

20 May 2024 at 4:00pm

Hybrid meeting held in the Council Room via Microsoft Teams

Minutes

Present Members:

Professor Paola Lettieri, Vice-President (Strategy) (Co-Chair); Marie Gallagher (Co-Chair); Professor Ibrahim Abubakar; Deepan Banati; Professor Stella Bruzzi; Aimie Chapple; Shaban Chaudhary; Daniel Farrell; Clare Foyle; Liz Griffith; Katy Hamilton; Dr Christine Hoffmann; Martin Howells; Penny Kossifos; Katja Lamping; Joe Lay; Bella Malins; Bryony Merritt; Ciaran Moynihan; Katy Redfern; Professor Eloise Scotford; Professor David Shanks; Professor Gail Taylor; Professor Nigel Titchener-Hooker; Professor Nicola Walshe; Donna Williamson.

Apologies:

Sarah Cowls; Neil Green; Blathanid Mahony; Alison Parker; Jessica Yuille.

In attendance:

Bettina Baumann (for minute 18); Kash Bokhari (Chief Risk and Compliance Officer); Stephanie Esuola (Programme Director, Recruitment and Admissions); Katie Sissons (on behalf of Jessica Yuille); Alice Smalley (Director of Education and Student Experience (DESE), Engineering).

Officer(s):

Alex Brace (Secretary)

Part I: Preliminary Business

10. Minutes (2-01)

10.1. Recruitment and Admissions Committee (RAC) approved the minutes of the meeting held on 17 April 2024.

11. Matters Arising

11.1. Arising from minute 7.3, RAC noted that several members had offered feedback to Martin Howells regarding data to bring to RAC from the Tableau Dashboard.

12. Terms of Reference and Constitution (2-02)

- 12.1. RAC noted UMC had approved the Terms of Reference and Constitution following updates agreed at the 17 April 2024 meeting (RAC Minute 2.1, 17 April 2024).

Part II: Strategic Items for Discussion

13. Confidential: Draft Recruitment and Admissions Principles (2-03)

- 13.1. Exempt from publication, please see confidential minutes.
- 13.2. Exempt from publication, please see confidential minutes.
- 13.3. Exempt from publication, please see confidential minutes.

14. Confidential: Tuition Fee Deposits (2-04)

- 14.1. Exempt from publication, please see confidential minutes.
- 14.2. Exempt from publication, please see confidential minutes.
- 14.3. Exempt from publication, please see confidential minutes.
- 14.4. Exempt from publication, please see confidential minutes.

15. Confidential: Changes to the Access UCL Contextual Offer Scheme (2-05)

- 15.1. Exempt from publication, please see confidential minutes.
- 15.2. Exempt from publication, please see confidential minutes.
- 15.3. Exempt from publication, please see confidential minutes.

16. Confidential: UCL Clearing 2024 (2-06)

- 16.1. Exempt from publication, please see confidential minutes.
- 16.2. Exempt from publication, please see confidential minutes.
- 16.3. Exempt from publication, please see confidential minutes.
- 16.4. Exempt from publication, please see confidential minutes.

17. Sub-committees review

- 17.1. Marie Gallagher, Co-Chair, provided an oral report on the sub-committees to report up to RAC. With the launch of the Admissions Transformation Programme (ATP), it was noted that it would be important to form a sub-committee to review the digital infrastructure. RAC agreed to have oversight of this sub-committee.

18. Confidential: KPI Update

- 18.1. Exempt from publication, please see confidential minutes.
- 18.2. Exempt from publication, please see confidential minutes.
- 18.3. Exempt from publication, please see confidential minutes.

19. Confidential: Operational and Risks Update

- 19.1. Exempt from publication, please see confidential minutes.
- 19.2. Exempt from publication, please see confidential minutes.

20. UCAS Deadlines October Deadlines Response

- 20.1. There was insufficient time to discuss this, so it was agreed that RAC would revisit this item at the next meeting.

Part III: Other Business for Approval or Information

21. FRAG Terms of Reference (2-07)

- 21.1. RAC received the Terms of Reference for the FRAGs for information.

22. Any Other Business

- 22.1. RAC recorded thanks to Marie Gallagher who would be stepping down as Co-Chair and leaving the University in June 2024.

23. Date of the next meeting

- 23.1. RAC noted the date of the next meeting, 27 June 2024 at 1:00pm.

Alex Brace, Secretary to Recruitment and Admissions Committee
May 2024