

The University of Edinburgh Senate Quality Assurance Committee

Student Data Monitoring Task Group Terms of Reference

1. Purpose and Role

- 1.1 To explore methodological options and make recommendations to Senate Quality Assurance Committee (SQAC) for a new systematic approach to monitoring student data at University level.
- 1.2 To ensure that the new approach will also address the [Enhancement Led Institutional Review \(ELIR\) 2021](#) and the [Quality Enhancement and Standards Review \(QESR\) 2023](#) recommendations regarding equality, diversity and inclusion (EDI) in the student population.

2. Remit

- 2.1 To benchmark sector approaches to monitoring student data and sharing associated good practice.
- 2.2 To identify the different student groups and the key stages in the student lifecycle that should be overseen at University level.
- 2.3 To identify the relevant data required (to address 2.2) and examine existing datasets (e.g. [data supporting annual monitoring processes](#) and [Equality Diversity Monitoring and Research Committee \(EDMARC\)](#) annual report) to identify any gaps. Work with the University Equality, Diversity & Inclusion Committee (EDIC), Governance and Strategic Planning, and Student Analytics, Insights and Modelling to address any gaps.
- 2.4 To make recommendations for a comprehensive baseline set of data and reports that SQAC and the wider University will use to monitor different student groups at key stages in the student lifecycle. This includes informing the format and availability of data for meaningful, multivariate analysis.
- 2.5 To identify good practice (either internal or from across the sector) that has been effectively used to address awarding gaps for different student groups and determine how best to share it with staff and students.
- 2.6 To develop institutional policy on student data monitoring.

3. Operation

- 3.1 The Group will report to SQAC and make recommendations where formal Committee approval is required (for example, for a change to institutional policy).

3.2 The Group will link to the University Equality, Diversity & Inclusion Committee (EDIC) via shared membership.

4. Composition

Role	Member	
Co-Convener	Convener of SQAC	Professor Tina Harrison
Co-Convener	Dean of Education	Professor Linda Kirstein (CSE)
Student Representative	Vice President Education, Edinburgh University Students' Association	Dylan Walch
College Representative x 3	Dean of Quality Dean of Quality Dean of Education	Dr Emily Taylor (CAHSS) Professor Matt Bailey (CMVM) Professor Linda Kirstein (CSE) (co-convener)
School Representative x 3	School rep with expertise in data/statistics School Director of Quality Planning & Business Insight Officer, College Planning Team	Dr Christopher Wretman (SPS) Dr Michael Daw (CMVM) Serena Goodman (CSE)
University Equality, Diversity & Inclusion Committee (EDIC) Representative	Head of the Centre for Open Learning and CAHSS Dean of Equality, Diversity and Inclusion	Dr Jenny Hoy
Student Recruitment and Admissions (SRA) Representative	Deputy Director, Admissions and Applicant Experience (SRA)	Katrina Castle
Academic Services Representative	Academic Policy Officer	Sinéad Docherty
Governance and Strategic Planning Representative	Senior Strategic Planner	Jim Galbraith

Student Analytics, Insights and Modelling Representative	SAIM Senior Analyst	Vivian So

November 2024