

CONFIDENTIAL

Access Agreement 2012/13

1. Introduction

University College Falmouth (UCF) is committed to diversifying its staff and student profiles and ensuring that any student, regardless of their background, who has the potential to benefit from Higher Education (H.E.) should be enabled to do so.

We understand that we have a corporate social responsibility to fully engage with our local community, so that they benefit from the resources UCF has to offer and vice versa.

The significant uplift in funding for outreach and access work proposed in this Agreement will enable UCF to fulfil its ambitions to become a truly diverse and inclusive institution, where every member of staff and every student is a socially engaged practitioner.

We shall also engage in progressive, collaborative partnership work to raise general educational aspirations, awareness and achievement amongst school and community groups, where the final destination of an individual is not driven by institutional recruitment.

2. Fee Level

UCF intends to charge £9000¹ per annum for all its undergraduate awards to all full-time UK & EU students.

This fee will be implemented in academic year 2012/13 and will not be charged to any students commencing their studies before 2012/13.

The fee will cover all assessed elements of awards.

UCF will redirect £675 per fee into additional Widening Participation (WP) activities and targeted financial support, details of which are laid out below. This compares to a current spend of £440 per fee.

Table 1 – Proposed Division of Eligible Spend²

Year	Total Eligible Funding (TEF)	Direct Financial Support, inc NSP match ³ (50% of TEF) See Section 3	Outreach & ⁴ Access (40% of TEF) See Section 4	⁵ Retention (10% of TEF) See Section 5
2012/13	£692,550	£346,275	£277,020	£ 69,255
2013/14	£1,385,100	£692,550	£554,040	£138,510
2014/15	£2,077,650	£1,038,825	£831,060	£207,765

2.1 Self-Assessment of Access Performance

¹ UCF will apply permitted real terms annual increases in line with the amount set out by the Government.

² As we are using a per head formula for allocating funding, exact figures will depend on recruitment. We have used our predicted student numbers to calculate these figures.

³ See Appendix 1 for full breakdown

⁴ All expenditure will be on additional activity / resources for 2012/13

⁵ All expenditure will be on additional activity / resources for 2012/13



UCF has a good track record of recruiting students from state schools and students with dyslexia, who account for the majority of our students with a registered disability (13.8% of our 19.8%). Our track record for recruiting students from minority ethnic backgrounds and those from low participation neighbourhoods is less good and has remained static. Based on these metrics we have assessed our track record to date as “average” and have chosen to commit close to the 22.5% spend figure suggested in the OFFA guidance⁶.

3. Bursaries and Financial Support

See Appendix 1 for breakdown of spend.

In line with our overarching strategic approach to WP, the majority of financial support will be directed at students from Low Participation Neighbourhoods (LPNs). We believe this is the group for whom financial support will be the most valuable. We acknowledge that LPN is an unclear definition for potential students to readily identify with and will therefore develop a clear communication and branding exercise to ensure all eligible students are aware of the support available to them, at the earliest possible point.

We shall continue to offer a bespoke award for care leavers as part of our Frank Buttle Trust Quality Mark commitments and our on-going development of work, from aspiration to graduation, with people from care backgrounds.

We shall also make an award to any student with a registered disability other than dyslexia, to encourage disclosure and ensure appropriate support is put in place. This will be for the year of entry only and not an annual award.

UCF will be focusing its National Scholarship Programme allocation on Cornish residents and in 2012/13 will be offering 47 awards of £6000. £1000 of this will be a cash bursary. The remaining £5000 can be used as a) accommodation waiver b) fee waiver or c) on-campus credit or a combination decided by the recipients. This will be spread as below:

YEAR	AMOUNT
Year 1	£3000
Year 2	£1500
Year 3	£1500

Any underspend of the financial support allocation (not including NSP) will be redirected into the following year’s Access to Learning Fund, Pre-Entry support costs (e.g. targeted support for attendance at interviews) and the central Reasonable Adjustments Fund.

4. Access & Outreach

In 2010, UCF put in place long-term and ambitious Widening Participation undergraduate recruitment targets (see Table 2) for three key groups. These were chosen following examination of our past performance against HESA benchmarks, reviewing Annual Monitoring data and using internal intelligence to identify areas we needed to improve on most.

Table 2

⁶ 22.3% of additional fee income above £6000 by 2015/16

	Current UCF position	Short-Term (2011)	Medium-Term (2015)	Long-Term (2020)
Low Participation Neighbourhoods	8.9% (233FTEs)	10%	15%	25%
Black & Minority Ethnic Heritage	4% (104 FTEs)	6%	8%	10%
Disability other than dyslexia	6% (163 FTEs)	8%	10%	12%

Work in access and outreach will fall into five strands of activity all of which will contribute to attaining our WP recruitment targets and / or the broader aims of WP, as described in Section 1.

- i) Development of compact & progression agreements with schools and colleges including, where appropriate, individual learning agreements⁷.
- ii) Collaborative partnerships and recognition agreements with local and regional bodies⁶.
- iii) Activity previously funded through Aimhigher including the Boot Up! project
- iv) New projects fund, available for internal colleagues to bid into, and for which partnership work will be encouraged.
- v) Pre-entry support for attendance at interviews.

Through targeted work with schools, colleges and community organisations we will augment our current level of work with young people in care and care leavers and build on our excellent track record of recruiting and supporting students with dyslexia.⁸

All activity will be subject to evaluation as established in our institutional Evaluation Policy⁹.

5. Retention

UCF has a good record of retaining the students it recruits, 95.6%¹⁰, against an institutional KPI of 95%. We fully intend for this KPI to continue to be met by those student groups targeted by our outreach and access activity. Our current understanding indicates that withdrawal rates are higher amongst students whose entry qualification differs from A-Level plus Foundation Diploma route; therefore we anticipate the development of a bespoke set of activities which support retention of those students.

All additional retention activity will be actively supporting those groups throughout their student journey at UCF and will include:

- Expansion of current Educational Development Lecturer model.
- Expansion of current peer mentoring scheme and pre-enrolment support to Levels 5 and 6 and with a greater emphasis on those entering from targeted backgrounds.
- Development of a pedagogic research centre including a project theme centering on visual learning
- Pre-entry retention activity such as bridging modules / summer schools etc delivered once a conditional offer has been made

All activity will be subject to evaluation as established in our institutional Evaluation Policy¹¹.

⁷ See Appendix 2 for Recognition, Compact and Progression Agreement Policy

⁸ See Appendix 3 – Proposed Outreach Activity, as per OFFA_0017AnnexB

⁹ See Appendix 4 – Evaluation Policy

¹⁰ Taken from HESA stats 2008/09

¹¹ See Appendix 4 – Evaluation Policy

6. Information to students

We understand that the new fee regime and fragmentation of student funding arrangements may lead to a confusing and opaque system for potential students to attempt to navigate. We shall ensure that all material, whatever its format, is presented in a clear and unambiguous way, which is accessible to all. We shall commission current students to work with Colleges and VI Forms to develop a 'by students, for students' version of this agreement and related material.

Table 5b - Other milestones and targets

Alongside applicant and entrant targets, we encourage you to provide targets around your outreach work (including collaborative outreach work where appropriate) or other initiatives to illustrate your progress towards increasing access. These should be measurable outcomes based targets and should focus on the number of pupils reached by a particular activity/programme, or number of schools worked with, and what the outcomes were, rather than simply recording the nature/number of activities.

Please select milestone/target type from the drop down menu	Description (500 characters maximum)	Baseline year	Baseline data	Yearly milestones/targets (numeric where possible, however you may use text)					Commentary on your milestones/targets or textual description where numerical description is not appropriate (500 characters maximum)
				2012-13	2013-14	2014-15	2015-16	2016-17	
Strategic partnerships (eg formal relationships with schools/colleges/employers)	Compacts / Progression Agreements, some of this will embed work currently delivered and funded through Aimhigher	2010/11	0	8 schools / colleges	12 schools / colleges	15 schools / colleges	20 schools / colleges	24 schools / colleges	The young people recruited into our compacts / progression agreements will be targeted using our recruitment milestones. Each compact will be tailored to meet school / college requirements and involve a range of activities including mentoring, campus visits, academic workshops, teacher CPD and application advice, from Year 7 - 11 or Year 7 - 13 as appropriate. See Appendix 2 of UCF's Access Agreement for full details.
Outreach / WP activity (summer schools)	Year 11 residential, working on existing Aimhigher regional model	2010/11	36 participants (currently funded by Aimhigher)	30 participants	30 participants	30 participants	30 participants	30 participants	This activity is dependent on other HEIs in the region also continuing to participate in the scheme and all partners contributing to a regional infrastructure to coordinate recruitment / applications etc. Discussions are currently underway.
Outreach / WP activity (other - please give details in the next column)	Years 7 & 8 Saturday Clubs	2010/11	0	90 participants	120 participants	180 participants	200 participants	200 participants	Delivery of Arts clubs using both on and off campus venues to targetted young people in Year 7 & 8 of local schools.
Outreach / WP activity (other - please give details in the next column)	Year 9 Saturday Club	2010/11	0	30 participants	50 participants	80 participants	90 participants	90 participants	Delivery of Arts clubs using both on and off campus venues to targetted young people in Year 9 of local schools.
Outreach / WP activity (collaborative - please give details in the next column)	Community Recognition Agreements	2010/11	0	5 agreements	10 agreements	15 agreements	20 agreements	20 agreements	Establishment of community recognition agreements will enable broad community facing partnership activity to be delivered to areas we traditionally may not work in or with.
Other (please give details in the next column)	Increase in institutional outreach staffing resource	2010/11	3 FTEs	2 additional FTEs (5 FTE in total)	3 additional FTEs (6 FTE total)	4 additional FTEs (7 FTE total)	4 additional FTE (7 FTE in total)	4 additional FTE (7 FTE in total)	Increase in staffing will be crucial in order for all other milestones to be achieved. It is envisaged that there will be a core central team with 2 fractional staff located in Academic Schools to facilitate the deliveru of curriculum linked activity.
Outreach / WP activity (collaborative - please give details in the next column)	Joint work with University of Exeter, Cornwall Campus (UoECC)	2010/11	2 events	4 events	5 events	6 events	6 events	6 events	As we share one of our campuses with UoECC we shall co-deliver a community day, primary school campus visits, HE advisors training day and VI Form IAG events . These will be in additiona to some shared delivery of specific compact agreements.
Outreach / WP activity (collaborative - please give details in the next column)	New Initiatives Fund	2010/11	3 projects @ £750	5 projects @ £750	10 projects @ £750	20 projects @ £750	20 projects @ £750	20 projects @ £750	This is a flexible fund to allow internal and external individuals and / or groups to pilot activity which maps onto our institutional WP targets. After evaluation, effective activities may be continued through mainstream WP funding.

Outreach / WP activity (other - please give details in the next column)	Subject / Department Taster Days	2010/11	3 events - 200 participants	5 events - 300 participants	6 events - 350 students	6 events - 380 participants	6 events - 400 participants	6 events - 400 participants	Opportunity for targetted potential students to attend a day of hands-on experiential workshops and lectures across a range of subjects prior to application. These are in addition to tasters offered through compacts and are recruited to nationally
Outreach / WP activity (other - please give details in the next column)	Boot Up! An off-site project working exclusively with children in care currently funded by Aimhigher	2010/11	14 events - 60 beneficiaries	14 events - 60 participants	16 events - 70 participants	18 events - 80 participants	18 events - 80 participants	18 events - 80 participants	Current activity includes 4 week residencies by small groups of children in care from specific geographical locations. They undertake practical masterclasses and workshops, IAG sessions, CPD for designated teachers and foster carers and on-campus taster days. This is supported by student ambassadors / student placements working for a project manager and workshop leader.
Outreach / WP activity (other - please give details in the next column)	Young Offenders	2010/11	4 events - 8 participants	5 events - 15 participants	6 events - 18 participants	8 events - 24 participants	8 events - 24 participants	8 events - 24 participants	With Youth Offending Service (or similar) work closely with targetted young offenders delivering on campus workshops and mentoring support
Outreach / WP activity (collaborative - please give details in the next column)	BME - in school IAG	2010/11	0	2 school visits - 60 participants	4 school visits - 120 participants	6 school visits - 180 participants	9 school visits - 270 participants	9 school visits - 270 participants	Working with other HEIs in Bristol, Birmingham and London, we will co-deliver IAG activity in schools with high percentage of BME pupils.
Outreach / WP activity (collaborative - please give details in the next column)	BME - community partnerships	2010/11	1 partnership	2 partnerships delivering 4 activities to 40 participants	3 partnerships delivering 6 activities to 60 participants	4 partnerships delivering 8 activities to 80 participants	4 partnerships delivering 10 activities to 100 participants	4 partnerships delivering 1- activities to 100 participants	Specifically targetted outreach activity with established BME groups in Cornwall and Devon
Strategic partnerships (eg formal relationships with schools/colleges/employers)	Disability Research Network	2010/11	2 partner members	4 partner members delivering 1 event with 20 participants	6 partner members delivering 1 event with 40 participants	8 partner members delivering 2 events with 100 participants	10 partner members delivering 3 events with 120 participants	15 partner members delivering 3 events with 150 participants	Investment of staff resources and operating budget to enable disability arts focused research network hosted by the institution, which disseminates findings and good practice through events
Outreach / WP activity (other - please give details in the next column)	Disability focused activity	2010/11	1	2 events - 20 participants	4 events - 40 participants	6 events - 60 participants	8 events - 80 participants	8 events - 80 participants	Delivery of in school and on campus events with special schools in Cornwall
Other (please give details in the next column)	Arts & Media bus	2010/11	0	0	0	1 bus	1 bus	1 bus	Given the disparate population of Cornwall and especially LPNs coupled with the research showing the positive impact of delivery into communities (as well as taking people out) we will purchase and kit out a large bus which will be capable of facilitating a range of academic and practical workshops as well as showcasing existing students' work
Student support services	Pre-Entry Peer mentoring scheme	2010/11	200 L2 students actively engaged in peer mentoring L1 students	220 mentors working with pre-entry / L1 students and 50 L3 peer mentors working with L2 students	220 mentors working with pre-entry / L1 students and 75 L3 peer mentors working with L2 students	220 mentors working with pre-entry / L1 students and 100 L3 peer mentors working with L2 students	220 mentors working with pre-entry / L1 students and 100 L3 peer mentors working with L2 students	220 mentors working with pre-entry / L1 students and 100 L3 peer mentors working with L2 students	Expansion and development of current pre-entry / Level 1 peer mentoring scheme to the transition of Level 1- 2 and 2 - 3 students.

Student support services	Visual Thinking & Retention Pedagogic Research Centre	2010/11	0	1 project funded @ £2500	2 projects funded @ £2500	4 projects funded @ £2500	4 projects funded @ £2500	4 projects funded @ £2500	This centre will build upon our existing areas of good practice and expertise in visual learning and aim to be a centre of excellence, delivering workshops and conferences based on the funded projects, which can be internal and external.
Student support services	Educational Development Lecturers	2010/11	2.1 FTE	additional 0.5 FTE	additional 1 FTE	as per 13/14	as per 13/14	as per 13/14	These roles have proved to be effective in enabling good practice of inclusive teaching and other retention initiatives to be shared across the institution. An expansion of this model is key to our retention KPI being attained.
Student support services	Pre Entry Application and Interview Activity	2010/11	0	2 'out of Cornwall' interview sessions. Development of pre-entry web support	3 'out of Cornwall' interview sessions	4 'out of Cornwall' interview sessions	4 'out of Cornwall' interview sessions	4 'out of Cornwall' interview sessions	To ensure we are as accessible as possible at all stages of engagement, we will deliver interviews off-site in key urban locations (such as Bristol / London) to minimise the cost for some students. We shall also develop a pre-entry web portal offering a range of interactive and visual resources to ensure equality of access to application best practice.