



Engineering Professors' Council
Minutes of the meeting of the
Recruitment and Admissions Committee (RAC)
held on 3rd September 2025 via Zoom

Present via Zoom

Johnny Rich (JR), Laura Justham (LJ), Simon Banks (SB), Sophia Economides (SE), Martin Fiddler (MF), Hicham Adjali (HA), Martin Eason (ME), Georgina Harris (GH) and Jennifer Thompson (JT)

With

Rhian Todd (RT) and Stella Fowler (SF)

Apologies

Geoff Parks (GP), Peta Kirk (PK), Holly Foss (HF) and Mike Bramhall (MB)

		Action ref
1.	<i>Apologies for absence</i>	
	Noted as above.	
2.	<i>Minutes of the meeting held on 16th July 2025</i>	
	The minutes of the previous meeting of the Recruitment and Admissions Committee held 16 th July were approved . Draft watermark to be removed and final minutes to be loaded to website. Action: RT	2509-01
3.	<i>Matters arising (not covered elsewhere in the agenda)</i>	
	None.	
4.	<i>Forum</i>	
	SB approached LiHE (London Institute for Healthcare Engineering) to see if they could host and is awaiting a reply. SF said IMechE will probably be able to host but she is waiting for further information on room sizes available. JR offered to take over liaison with IMechE from SF. Action: JR SF asked SB to wait for a week before chasing LiHE.	2509-02

<p>JR contacted Sir Nigel Carrington (UUK) to be the keynote speaker but he is out of the country. He suggested approaching Steph Harris who is also away. Steph suggested contacting Miriam Deakin. The committee discussed other speakers and agreed that JR should contact Shitij Kapur (KCL) in the first instance and copy in SB. Action: JR</p>	2509-03
<p><i>Panel: Drawing a Line</i></p> <p>JR said he was struggling to find a civil servant to speak so went to the Chair of the Migration Advisory Committee with an invitation. JR to follow up. Action: JR</p>	2509-04
<p>SF confirmed Rich Puttock has agreed to speak. SF will identify and invite someone from Coventry to speak. Action: SF</p>	2509-05
<p>SF to identify some institutions that have gone from having a local proposition to having a large number of international students. Action: SF</p>	2509-06
<p><i>Workshop: Engineering Opportunity from the LLE</i></p> <p>JR confirmed Andy Forbes is available. MF agreed to check with the Pro Vice Chancellor for curriculum and academic affairs at Staffordshire University regarding their availability to speak at the LLE session. Action: MF</p> <p>ME offered to assist with the session.</p>	2509-07
<p><i>Non-traditional admissions: time for a radical rethink?</i></p> <p>SF reported that MB has confirmed that the student speaker, Emily Hookway (nee Kennedy), is very willing to talk at the Forum. It's the day before TEDI graduation in London, so they would both prefer a London venue.</p> <p>JK not in attendance so his action from the last meeting is ongoing to identify a speaker from the Open University. Action: JK</p>	2507-06
<p>JR said we should probably have someone talking about T Levels, maybe someone from Gatsby. LJ suggested including something on contextual admissions. SF said it would be a great activity in the room to have people sharing what their contextual admissions policy is. ME agreed and suggested giving a sheet to each attendee before lunch, like an application, and ask if they would accept them. JR suggested cards with printed scenarios with each table discussing three. There could then be 3 panellist's for the second half of the session. JR asked ME if he would mind creating six scenarios for review at the next meeting. Action: ME</p>	2509-08
<p>SE was unable to find someone at SEFI to speak on admissions in other countries but will try again at the SEFI Conference. Action: SE</p>	2509-09
<p><i>Plenary, Round up and Close</i></p> <p>JR suggested LJ speak as she will be taking over as Chair.</p>	
<p>JR asked RT to set up an event page with the venue as Central London other details TBC. Registration will not open yet as further information is required on catering costs and whether we will need to charge for attendance. Action: RT</p>	2509-10
<p>MF asked what the cost may be as it may be a hurdle to attendance. The committee discussed other ways of funding the event such as sponsorship and alternative ways of paying. RT/SF/JR to consider approaches to funding the Forum. Action: RT/SF/JR</p>	2509-11
<p>ALL committee members to consider who might sponsor the Forum Action: ALL</p>	2509-12
<p>SF to bring a promotion plan to the next meeting. Action: SF</p>	2509-13

	SF requested actions be circulated promptly. Action: RT	2509-14
5.	Other business	
	None.	
6.	Date of next meeting	
	RT to create a doodle poll for around 2 weeks time. Action: RT	2509-15

Action log

Reference	Agreed action	By
2509-01	Draft watermark to be removed and final minutes to be loaded to website.	RT
2509-02	SF to confirm room availability and capacity with IMechE and hand over liaison to JR.	SF/JR
2509-03	JR to invite Shitij Kapur (KCL) to be the keynote speaker with Miriam Deakin (Universities UK) as a back up.	JR
2509-04	JR to chase chair of Migration Advisory Committee for the Panel: Drawing a Line.	JR
2509-05	SF to identify a speaker from Coventry for the Panel: Drawing a Line.	SF
2509-06	SF to identify some institutions that have gone from having a local proposition to having a large number of international students.	SF
2509-07	MF to check with the Pro Vice Chancellor for curriculum and academic affairs at Staffordshire University regarding their availability to speak at the LLE session.	MF
2507-06	JK to identify someone at the Open University to speak on non-traditional admissions.	JK
2509-08	ME to create six scenarios for the non-traditional admissions session for review at the next meeting.	ME
2509-09	SE unable to find someone at SEFI to speak on admissions in other countries but will try at the SEFI Conference.	SE
2509-10	RT to set up an event page.	RT
2509-11	RT/SF/JR to consider approaches to funding the Forum via sponsorship or alternative ways for delegates to pay.	RT/SF/JR
2509-12	ALL committee members to consider who might sponsor the Forum.	ALL
2509-13	SF to bring a promotion plan to the next meeting.	SF
2509-14	RT to circulate actions promptly.	RT
2509-15	RT to create a doodle poll for a meeting in 2 weeks.	RT