



Minutes of the meeting held on 15 March 2017

Present: Professor P Layzell (Chair), Professor G Agyemang, Ms E Ancelin, Professor S Ansari, Professor T Armstrong, Ms N Barrett, Professor J Champion, Dr C Ciechanowicz, Professor R Deem, Ms Z Edwards, Professor F Feri, Professor J Fiadeiro, Professor D Gilbert, Professor M Gold, Professor J John, Professor R Kemp, Mr S Kendrick, Professor E McGirr, Dr D Morritt, Dr J Murdoch, Professor H Nicholson, Professor K Normington, Professor G Pieri, Professor B Rankov, Professor K Rastle, Professor C Rees, Dr H Rui, Professor E Schafer, Ms S Simon, Professor P Teixeira-Dias, Mr J Tuck, Dr D Watling, Professor K Willis, Dr Y Zheng

In Attendance: Dr D Ashton

Secretary: Mrs A Sendall

Observers: Miss C Cartwright, Ms J Roberts, Mr D German

Apologies: Professor J Bennett, Professor J Brown, Dr A Chevalier, Professor T Evans, Professor S Halperin, Professor P Hogg, Professor D Howard, Dr C Kremmydas, Professor D Matthey, Professor K Mayes, Professor R Meek, Professor B O'Keefe

1. Welcome and Apologies

The Chair thanked Professor Tony Evans for whom this was his last meeting of Academic Board as Head of Department and Professor David Gilbert who has stepped down from his position as an elected academic member of staff on Council following his appointment as Vice Principal (Quality and Standards). 17/01

The Chair welcomed Professor Julie Brown, Dr Arnaud Chevalier, Dr Jenny Murdoch and Dr Stephen Wolthusen to their first meeting of Academic Board. Professor Brown and Dr Chevalier have recently been appointed as the Head of Music and Head of Economics respectively. Dr Murdoch and Dr Wolthusen had been appointed following the elections held in January this year. 17/02

2. Minutes

The Minutes of the meeting held on **Thursday 27 October 2016** (M16/137-M16/168) and **Wednesday 7 December 2016** (M16/169-M16/230) were approved. 17/03

3. Matters Arising

There were no matters arising. 17/04

4. Actions Taken by the Chair

The Board noted that the Chair had approved the nomination of members of staff to sit on panels constituted under the policies listed in Statute 9. 17/05

5. Unstarring Of Items

No items were unstarred. 17/06

6. Formal Reports

6.1 Principal's Report

The Principal provided a brief update relating to Brexit and encouraged members to engage with the Horizon 2020 mid-term review. It was noted that it seemed highly unlikely at this point that the Erasmus+ programme would continue to be available to UK students as this was tied to the free movement of people within the EU. 17/07

The favourable amendments to the DLHE were recognised but graduate employability remained a challenge for the College. 17/08

The Principal congratulated the *Citizens* project on their financial award from the Heritage Lottery Fund. 17/09

The successful appointments of Professor David Gilbert and Professor Helen Nicholson to the roles of Vice Principal (Quality and Standards) and Vice Principal (Research Impact) were formally noted. 17/10

6.2 Reports from the Deputy Principal and the Vice-Principals

The Vice Principal (Education) advised that PhD students who interrupted their studies for reasons relating to mental health would now be able to continue to access College facilities during their interruption in order to ease their return to study. 17/11

6.3 Report from the Students' Union President

The President advised that following the elections, there would now be a Vice President (Education) who would join Academic Board from September. 17/12

The Union was also working with one of the staff unions, UCU, in order to better support PGR students and they were beginning a review of academic representation. The President reported that during the elections, a vote had also been available on whether or not to boycott the NSS. This vote had passed but owing to the time of year in which it had been passed and the low number of votes for the motion, it was not expected to have a significant impact on the return. 17/13

6.4 Report from the Council

Academic Board received the minutes of the Council meetings held on 24 November 2016. 17/14

An oral report was delivered about the meeting which had taken place on 22 February 2017 which highlighted a presentation on the Research Strategy, an update on the Scheme, the TEF submission and an update on the College Strategy. 17/15

7. Strategy For Courses In London

The Principal delivered a presentation on the strategy for capitalising on the College's presence in central London and the provision of additional postgraduate taught courses in Bedford Square and Senate House. 17/16

	The Board discussed the benefits of running professional courses as well as those related to the cultural and heritage sector. The Board noted that students studying exclusively in London should have access to the same level of support that is available to on-campus students and the College should have a large enough footprint in the city to ensure that this can be achieved.	17/17
8.	Student Recruitment	
8.1	The Chief Operating Officer presented his summary of recommendations from a report written on student recruitment.	17/18
	The Board discussed the role of staff at Applicant Visitor Days and the possibility of including this into the faculty workload model. The Board noted that a brand awareness campaign would be run for 2018 in recognition of a number of College-related milestones during that year and that increased marketing would commence around Easter 2017 for 2017/18 entry.	17/19
	The Board discussed the comparison with the Russell Group and how the College can address this. It was noted that strategies for international recruitment and relationships with schools were currently being revised along with a refresh of the externally facing website.	17/20
8.2	The Board approved the standard entry requirements and the English Language entry requirements for UG for entry in 2018-19.	17/21
9.	Regulations Working Group	
	The Board discussed how the changes to the Regulations on Assessment Offences affected Masters and pre-Masters students. There was some concern about the policy on the penalties for over-length work and it was confirmed that this was under further consideration	17/22
	The Board approved the changes to the regulations for 2017-18.	17/23
10.	Teaching Excellence Framework	
	The Board noted the submission made for the Teaching Excellence Framework and that the outcome was expected in May. It was noted that the written submission would not enable the College to achieve a higher award than that made possible by the performance against the metrics.	17/24
	The Board noted that subject-level TEF had been postponed for one year.	17/25
11.	Charitable Scheme	
	The Board received an update on the changes made to the Charitable Scheme and the progress of the document with the Charity Commission.	17/26
12.	Committees And Membership	
	The Board discussed the outcome of the Academic Board effectiveness review. It was agreed that the Board would meet four times per year, with the additional meeting being held early in the Autumn term. The Board further agreed to hold a reflective discussion on a matter of strategic importance at the first meeting of the year and that topic-specific updates, rather than role-specific updates, would be welcomed.	17/27

	The Board received an update on the work being undertaken to provide Council with the information needed to approve the HEFCE annual assurance document about academic quality and it was noted that the role of Academic Board had been built in to this process.	17/28
	The Board noted that proposed changes to its membership would be brought to the next meeting and would come into force for the 2017-18 academic year to reflect the changes to the senior management team.	17/29
13.	Standing Orders	
	The Board noted the changes to the Standing Orders which had been approved by circulation.	17/30
14.	Proposed Changes To Constitutions And Terms Of Reference	
	The Board approved amendments to the Terms of Reference for Academic Board Executive Committee and to the Terms of Reference for the Arts and Social Sciences Faculty Board.	17/31
15.	Nominations For Panels	
	The Board approved the nominations for the Statute 9 Panels.	17/32
16.	Publication	
	The Board agreed that no items required broad dissemination around the College.	17/33
17.	Faculty Boards	
	The Board received a combined report from the meetings of the Faculty Boards held in November 2016.	17/34
18.	Periodic Departmental Reviews	
	The Board received the updated Action Plan following the Periodic Departmental Review of the Department of Media Arts in October 2015.	17/35
19.	Academic Planning Committee	
	The Board received the minutes of the meetings of the Academic Planning Committee held on 19 December 2016 and 25 January 2017.	17/36
20.	Collaborative Provisions Committee	
	The Board received the minutes of the meeting of the Collaborative Provision Committee held on 17 January 2017.	17/37
21.	Research Committee	
	The Board received the minutes of the meetings of the Research Committee held on 28 September and 5 December 2016.	17/38
22.	Learning, Teaching And Quality Committee	
	The Board received the minutes of the meetings of the Learning, Teaching and Quality Committee held on 19 October 2016.	17/39

23. Date of the Next Meeting

The Board noted that the next meeting would be held on Wednesday 31 May at 3pm in Moore Annexe 001

17/40