

ROYAL HOLLOWAY
University of London

ACADEMIC BOARD

The next meeting of the Academic Board will be held on **Wednesday, 2 November 2011 at 3pm in the Management Seminar Room (MX 001)**.

Members are reminded that the items of business in Part B are starred. This means that those items will be taken as read, and approved or noted as appropriate, without discussion, unless any are unstarred by members contacting the Secretary by **midday on Tuesday, 1 November 2011**.

Those papers not attached will be circulated shortly.

AGENDA

FORMAL BUSINESS

1. MEMBERSHIP

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| 1.1 | To receive a list of members of the Board. | AB/11/43 |
| 1.2 | To approve changes to the Terms of Reference/ Statutes and Standing Orders of the Board following recent organisational changes. | AB/11/44 |
| 1.3 | To note that since the last meeting Professor Philip Beesley has been appointed Vice-Principal (Research and Enterprise) for a period of one year from 1st August 2011, Professor Rosemary Deem has been appointed Vice-Principal (Education), Professor Mary Fowler has been appointed Dean of Science, and Professor Chris Smith has been appointed acting Dean of Management and Economics. | |
| 1.4 | To note that Professor Clare Bradley becomes an Elected Member of the Board for a second term, by virtue of her election to the Council and that her term of office runs to 30 September 2014. | |
| 1.5 | To note that Dr Bruce Baker has been re-elected as an Elected Member of the Board for a second term, and that his term of office runs to 30 September 2014. | |
| 1.6 | To note that this will be the first meeting (in their current capacity) for the following Representative and Student members:
Professor Jeffrey Unerman as Head of School of Management;
Professor Alan Gange as Head of School of Biological Sciences;
Professor Adrian Johnstone as Head of Department of Computer Science;
Professor David Gilbert as Head of Department of Geography;
Professor Grahame Blair as Head of Department of Physics;
Professor John Wann as Head of Department of Psychology;
Mr Daniel Lemberger Cooper, Miss Katie Blow and Miss Sarah Honeycombe from the Students' Union. | |
| 1.7 | To note that this will be the last meeting before the current terms of office expire for the following Representative members:
Professor Anne Sheppard as Head of Department of Classics and Philosophy;
Dr Gilli Bush-Bailey as Head of Department of Drama and Theatre. | |

2. MINUTES

To confirm the Minutes of the last meeting held on **Wednesday, 1 June 2011** (M 11/046 - M 11/087). Attached

3. MATTERS ARISING FROM THE MINUTES

To consider any matters arising, not elsewhere on the agenda.

4. ACTIONS TAKEN BY THE CHAIR

- 4.1 To note that the Principal, on behalf of the Academic Board, approved the proposal to confer the Honorary Title of Visiting Professor on Professor Jan Fook, from the Department of Social Work.
- 4.2 To note that the Principal, on behalf of the Academic Board, approved the final version of the College Regulations for 2011-12.
- 4.3 To note that the Principal, on behalf of the Academic Board, sought approval from the University of London for the College to exercise its own degree-awarding powers for the award of degrees, where necessary, in collaborative provisions.

5. UNSTARRING OF ITEMS

To note the unstarring of any Part B items.

6. FORMAL REPORTS

6.1 Principal's Report

To receive a report from the Principal. AB/11/45

6.2 Reports from the Deputy Principal and the Vice-Principals

To receive an oral report from the Deputy Principal and each of the Vice-Principals on their portfolios and priorities for the current academic year. AB/11/46

6.3 Report from the Council

To receive the reports from the Council meetings held on 13 April and 29 June 2011. AB/11/47a,b

PART A: MAJOR ITEMS OF BUSINESS

7. ACADEMIC RESTRUCTURING

To receive an update on current academic restructuring proposals. AB/11/48a,b

8. ROYAL HOLLOWAY PASSPORT AND EMPLOYABILITY

To consider a report on the Royal Holloway Passport and Employability. AB/11/49

9. STUDENT RECRUITMENT

- 9.1 To consider a report on the provisional student numbers for 2011-12. AB/11/50
- 9.2 To consider a report on AAB policy. AB/11/51
- 9.3 To consider a report on UG applications received to date for admission in 2012. AB/11/52

10. INSTITUTIONAL AUDIT

To consider a report on the outcome of the Institutional Audit. AB/11/53

11. PERIODIC DEPARTMENTAL REVIEW

To consider the Periodic Departmental Review report, together with the Action Plan following the Physics Periodic Departmental Review (March 2011). AB/11/54a,b

12. REGULATIONS

To consider a report on the suspension of undergraduate and postgraduate regulations in 2010/11. AB/11/55

13. PERSONAL ADVISOR SYSTEM

To consider the practical implementation of the personal advisor system across the College and issues for discussion in this regard at the March meeting of Academic Board.

PART B: ITEMS FOR REPORT OR FORMAL APPROVAL

*** 14. PROPOSED CHANGES TO TERMS OF REFERENCES AND MEMBERSHIPS**

* 14.1 To approve the proposed changes to the Terms of Reference and the membership of the Learning, Teaching and Quality Committee. AB/11/56

* 14.2 To approve the proposed changes to the Terms of Reference and the membership of the Regulations Review Working Group. AB/11/57

*** 15. DATES OF TERMS**

To approve dates of terms for 2013-14 and consider provisional dates for 2014-15 and 2015-16. AB/11/58

*** 16. ROYAL HOLLOWAY AND BEDFORD NEW COLLEGE REGULATIONS**

To approve regulations for the award of Royal Holloway and Bedford New College Degrees. AB/11/59

*** 17. REGULATIONS FOR INTERNATIONAL PROGRAMMES**

To approve the proposed changes of regulations to international programmes. AB/11/60

*** 18. UKBA REPORTING ARRANGEMENTS 2011-12**

To note the UKBA reporting arrangements for 2011-12. The arrangements have been approved by the PBS Steering Group and have already been circulated to Heads of Departments. AB/11/61

*** 19. ACADEMIC BOARD EXECUTIVE COMMITTEE**

To receive minutes from the meeting of the Academic Board Executive Committee held on 17 October 2011. AB/11/62

*** 20. COLLEGE BOARD OF EXAMINERS EXECUTIVE COMMITTEE**

To receive reports/minutes from the meetings of the College Board of Examiners Executive Committee held on 22 June 2011. AB/11/63

- * **21. ACADEMIC DEVELOPMENT COMMITTEE**
To receive reports from the meetings of the Academic Development Committee held on 3 May and 31 May 2011. AB/11/64a,b
- * **22. ACADEMIC PLANNING COMMITTEE**
To receive reports/minutes from the meetings of the Academic Planning Committee held on 5 September 2011. AB/11/65
- * **23. COLLABORATIVE PROVISIONS COMMITTEE**
To receive reports/minutes from the meetings of the Collaborative Provisions Committee held on 28 September 2011. AB/11/66
- * **24. DEPARTMENTAL GRANTS**
To receive the minutes of the meeting of the Departmental Grants Group held on 11 May and 3 October 2011. AB/11/67a,b
- * **25. RESEARCH**
To receive the reports from the meetings of the Research Committee held on 30 March, 12 May and 23 June 2011. AB/11/68a,b,c
- * **26. LEARNING, TEACHING AND QUALITY COMMITTEE**
To receive the report from the meetings of the Learning, Teaching and Quality Committee held on 5 July and 19 October 2011. AB/11/69
- * **27. ACADEMIC AWARDS GROUP**
To receive a report of the awards and prizes awarded during the 2010/11 academic session. AB/11/70
- * **28. CONFERMENT OF TITLES**
To receive the list of the conferment of titles for 2010/11. AB/11/71
- * **29. HONORARY TITLES**
- * 29.1 To approve the proposal to confer the Honorary Title of Visiting Professor on Professor Clive Gamble, from the Department of Geography. AB/11/72
- * 29.2 To note a paper on the conferral of honorary titles and the award of titles to Royal Holloway staff. AB/11/73
- * **30. PUBLICATION**
- * 30.1 To agree which, if any, items require broad dissemination around the College.
- * 30.2 To confirm the designation of papers as exempt from the Freedom of Information Act requirements.
- * **31. DATE OF NEXT MEETING:** Wednesday, 7 March 2012 at 3pm in MX001

Dr Marina Beck
Deputy Head of Academic Development Services
 20 October 2011