

# ACADEMIC BOARD

Wednesday 21 October 2020

2pm  
MS Teams



Members are reminded that the items of business under *Items for formal approval* and *Items for report* 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 **5pm on Monday 19 October 2020**.

Those papers not attached will be circulated shortly. Late papers circulated after the deadline for unstarred will be unstarred.

## Agenda

### Procedural

1. **Welcome and Apologies**
2. **Terms of Reference and Standing Orders**
  - 2.1 To receive the updated Terms Of Reference and Standing Orders. P J L AB/20/52
  - 2.2 To receive and approve the updated membership list for 2020-21. P J L AB/20/53
3. **Minutes of the previous meeting**

To approve Minutes of the meeting held on **Wednesday 3 June 2020**. P J L Attached
4. **Matters arising**

To note that the Board approved the Student Attendance and Engagement Policy by circulation. K N AB/20/54

To note the following actions have been completed since the last meeting:

20/10	Deputy Principal (Academic) to respond to queries raised in email requesting to unstar paper AB/20/51	KN	Oct. 2020
20/14 20/41	Secretary to add the following to the agenda for the October meeting – <ul style="list-style-type: none"><li>• SU Digital Survey Outcomes</li><li>• Update on delivery of College's Enhancement Plan</li></ul>	JHE	Oct. 2020
20/16	Circulate summer term Council Minutes to Academic Board	JHE	Sept. 2020

To receive an update on other actions due:

19/143	Provide an update to Academic Board later in the year on work undertaken to close the attainment gap.	JK	March/ June 2020
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|-----|--|---------|----------|
| 5.  | <b>Actions taken by the Chair</b>  |         |          |
| 5.1 | To note that the Chair approved the Admissions Policy for the 2021-22 recruitment cycle.     | PJL     | AB/20/55 |
| 5.2 | To note that the Chair approved the UG entry grades for the 2021-22 recruitment cycle.       | PJL     | AB/20/56 |
| 6.  | <b>Report on Academic Board elections</b>  |         |          |
|     | To provide an oral report on the recent Academic Board elections.                            | PJL/JHE |          |
| 7.  | <b>Unstarring of items</b>   |         |          |
|     | To note the unstarring of any <i>Items for formal approval</i> and <i>Items for report</i> . |         |          |

### Formal Reports

- |      |   |              |                        |
|------|---|--------------|------------------------|
| 8.   | <b>Principal's Report</b>   |              |                        |
|      | To receive a written report from the Principal.   | PJL          | AB/20/57               |
| 9.   | <b>Reports from the Senior Management Team</b>  |              |                        |
|      | To receive a report from members of the Senior Management Team summarising key business undertaken in their areas.                                | KN/KB/<br>JK |                        |
| 10.  | <b>Report from the Students' Union President</b>  |              |                        |
|      | To receive a report from the Students' Union President.   | KR           | AB/20/58               |
| 11.  | <b>Report from the Council</b>  |              |                        |
| 11.1 | To receive the minutes of the Council meetings held on 15 April 2020, 7 May 2020, 4 June 2020, 2 July 2020, 14 August 2020 and 18 September 2020. | PJL          | AB/20/59<br>&AB/20/59a |
| 11.2 | To receive an update from the Deputy Principal (Operations) on the proposed changes to Council membership.  | DA           | AB/20/60               |
| 12.  | <b>Reports from Schools</b>   |              |                        |
| 12.1 | To receive a presentation from the Head of the School of Business and Management.   | GA           |                        |
| 12.2 | To receive a presentation from the Head of the School of Life Sciences and the Environment.   | TP           |                        |

### Strategy Discussion

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|-----|---|----|----------|
| 13. | <b>College Strategy</b>   |    |          |
|     | To receive an update on the development of the 3 year College Strategy. | KB | AB/20/61 |

### Major Items of Business

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|-----|--|-------|----------------------------------|
| 14. | <b>Academic Year 2019-20 – end of year report</b>  |       |                                  |
|     | To receive a short report reviewing Education in the academic year 2019-20.  | JK/DG | AB/20/62                         |
| 15. | <b>Students' Union Digital Survey</b>  |       |                                  |
|     | To receive a presentation on the Digital Education Survey results and the College's response to the recommendations in the Student Insight Report. | KR/JK | AB/20/63<br>(paper<br>withdrawn) |

16.	<b>Reading List policy</b>	To approve the Library's Reading List policy.	JK	AB/20/64
17.	<b>E text book policy</b>	To approve the Library's E-textbook policy.	JK	AB/20/65
18.	<b>Update on NSS</b>	To receive an update on the OfS review of the NSS and consequences for academic year 2020-21.	DG	AB/20/66 (to follow)
		<i>This item has been withdrawn. Discussion of the OfS review of the NSS will be covered under item 8, Principal's Report.</i>		
19.	<b>Intellectual Property Policy</b>	To approve the updated Intellectual Property Policy.	KN	AB/20/67
20.	<b>Update on REF preparations</b>	To receive an update on REF preparations from the Deputy Principal (Academic).	KN	AB/20/68
21.	<b>Research Recovery and Growth</b>	To approve the Research Recovery and Growth Plan	KN	AB/20/68a
22.	<b>Student recruitment</b>	To receive a report on the student intake numbers for 2020-21.	DA	AB/20/69
23.	<b>PGR Scholarships and Recruitment</b>	To receive a report on postgraduate studentship recruitment and admissions arrangements for 2021-22, and to approve the scholarship priorities as outlined.	KN	AB/20/70
24.	<b>Annual report of Academic Board</b>	To receive the annual report of the business of Academic Board for 2019-20.	PJL	AB/20/71 (paper withdrawn)

#### Items for formal approval

*	25.	<b>Nominations for committees</b>	To receive a list of nominations for Statute 9 and student discipline committees.	JHE	AB/20/72
*	26.	<b>Publication</b>			
*	25.1		To agree which, if any, items require broad dissemination around the College.		
*	25.2		To confirm the designation of papers as exempt from the Freedom of Information Act requirements.		

## Items for report

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|-------|--|-------|----------|
| * 27. | <b>Reportable events</b><br>To receive a paper outlining events that the College is obliged to report to the Office for Students.  | DA    | AB/20/73 |
| * 28. | <b>Office for Students</b><br>To receive a paper outlining how the College complies with the OfS guidance on CMA regulations.  | DA    | AB/20/74 |
| * 29. | <b>Academic promotions</b><br>To receive a list of the academic promotions in place for 2020-21.   | KN    | AB/20/75 |
| * 30. | <b>Lecture Recording</b><br>To note that Academic Board Executive received and approved a proposal on the Recording of Classes for the academic year 2020-21                     | JK/KB | AB/20/76 |
| * 31. | <b>Academic Board Executive</b><br>To receive the minutes of the meeting of the Academic Board Executive held on 14 September 2020.  | PJL   | AB/20/77 |
| * 32. | <b>Quality Assurance and Standards Committee</b><br>To receive the minutes of the meeting of the Quality Assurance and Standards Committee held on 13 May 2020 and 24 July 2020. | DG    | AB/20/78 |

## Other Matters

- 33. **Any other business**
- 34. **Date of next meeting**  
Wednesday 9 December 2020 at 2pm via MS Teams