

ACADEMIC BOARD

Wednesday 4 December 2024

2pm



Wettons B (in person) or MS Teams (online) [hybrid]

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 2 December 2024**, detailing the reasons in accordance with the [unstarring protocol](#). Members are also requested to provide items of AOB to the Secretary 5pm on the Monday preceding the meeting.

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

Agenda

Procedural

Where meeting is online/hybrid – Colleagues are reminded that the meeting will be recorded for the purposes of the minutes only. The recording is automatically deleted after 60 days in accordance with the MS Teams retention policy.

Colleagues joining online are asked to please raise your hand on MS Teams when you wish to speak.

1. **Welcome and Apologies**

To welcome new members. Apologies will be noted in the Minutes. JS

2. **Minutes of the previous meeting**

To approve the Minutes of the meeting held on Wednesday 16 October 2024. AB *Attached*

3. **Matters arising**

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

24/160	Add update on London Campus to December meeting agenda. Ref. agenda item 10.	AB
24/203	Correct Daniel Elphick's title to Dr in the 4 July Minutes. This has been corrected.	CM
24/218	Add catalysts lessons learned paper to December meeting agenda. Ref. agenda item 15.2.	CM

To receive an update on other actions due:

24/154	Update on non-submission of External Examiner report 2022-23 for Clinical Psychology Further to the update provided at the October meeting, we have now received written confirmation of standards and award from the PGT Chief External Examiner Life Sciences and the Environment for the MSc Clinical Psychology in 2022/23 and 2023/24.	MH
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4. **Actions taken by the Chair**

None.

JS

5. **Unstarring of items**

To note the unstarring of any *Items for formal approval* and *Items for report*.

JS/AB

Formal Reports

6. **Vice-Chancellor and Principal's Report**

To receive a written report from the Vice-Chancellor and Principal.

JS

AB/24/70

7. **Report from the Students' Union President**

To receive a report from the Students' Union President.

SS

AB/24/71

8. **Report from the Council**

To receive the minutes from the Council meeting held on 3 October 2024.

AB

AB/24/72

Strategy: Reporting against RH2030s

9. **Strategic Action Plans**

To receive a presentation from the three Strategic Action Plan Leads:

AB/24/73

1. Global Engagement
2. Research and Knowledge Exchange
3. Education and Student Experience

Major Items of Business

10. **London Campus**

To receive a verbal update on the London campus.

TB

11. **Degree Classifications**

11.1 To receive a summary of Degree Classifications and Progression for 2023/24.

MH

AB/24/74

11.2 To receive the Principal External Examiner Statement 2023/24 (undergraduate).

MH

AB/24/75

12.	Annual Review	To receive the composite School reports from the review of undergraduate provision in 2023/24.	WM/ MH	AB/24/76
13.	Emergency Regulations	To receive a verbal update on drafting a set of Emergency Regulations.	WM	
14.	Student Protection Plan (SPP)	To receive the SPP and recommend it to Council for approval.	NB	AB/24/77
15.	Research Excellence Framework			
15.1		To receive an update on REF29.	RL	AB/24/78
15.2		End of catalyst reporting.	RL	AB/24/79
16.	Knowledge Exchange			
16.1		To receive the KEF 4 Results and discuss plans for improving performance.	RL	AB/24/80
16.2		Approve the Higher Education Business and Community Interaction (HEBCI) return for KE activity in 2023/24.	RL	AB/24/81
17.	Student number count 2024/25			
		To receive the 1 December Count.	MF	AB/24/82
18.	Academic Governance			
		To receive a proposal for updated Terms of Reference for University Education Committee and Assessment and Academic Regulations Sub-Committee.	AB	AB/24/83
19.	Term dates			
		To note the confirmed dates for 2025/26 and receive an update on agreeing dates for 2026-7.	NB/ WM/	
		Confirmed Dates for 2025/26 are:		
		<ul style="list-style-type: none"> • Autumn Term – Monday 22 September 2025 to Friday 12 December 2025 • Spring Term – Monday 12 26 January 2026 to Thursday 2 April 2026 (Good Friday is 3 April. Easter Discretionary Days are Tuesday 7 and Wednesday 8 April). • Summer Term – Tuesday 5 May 2026 to Friday 12 June 2026 (Monday 4 May is Early May Bank Holiday). 		

Items for report

*	20.	University Education Committee		
		To note that the Minutes from the 13 November meeting of the University Education Committee will be circulated with the March Academic Board papers.	WM	
*	21.	Assessment, Quality Assurance and Standards Committee		
		To receive the Minutes of the Assessment, Quality Assurance and Standards Committee meeting held on 30 October 2024.	MH	AB/24/84

- * 22. **Doctoral School Committee**
To receive the Minutes of the Doctoral School Committee meeting held on 5 November 2024. DW AB/24/85

- * 23. **Research and Knowledge Exchange Committee**
To note that the Minutes from the 5 October meeting of the Research and Knowledge Exchange Committee will be circulated with the March Academic Board papers. RL

Other Matters

- 24. **Any other business**
- 25. **Date of next meeting**
Wednesday 19 March 2025 at 2pm in Wettons B JS/AB