

## ACADEMIC BOARD

### AGENDA

For the meeting on **Wednesday 30 May 2018 at 3pm in the Moore Annexe Lecture Theatre (MX 001)**



Refreshments will be available outside the Moore Annexe Lecture Theatre (MX 001)

Members are reminded that the items of business in Parts C and Part D 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 Friday, 25 May 2018**.

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

## FORMAL BUSINESS

### 1. WELCOME AND APOLOGIES

### 2. MINUTES

To confirm the Minutes of the meeting held on **Wednesday 14 March 2018** (M18/01-M18/xx)

Attached

### 3. MATTERS ARISING

No matters arising.

### 4. ACTIONS TAKEN BY THE CHAIR

No actions have been taken since the last meeting.

### 5. UNSTARRING OF ITEMS

To note the unstarred of any Part C or D items.

### 6. FORMAL REPORTS

#### 6.1 Principal's Report

To receive an oral report from the Principal.

#### 6.2 Reports from the Senior Management Team

To receive oral reports from members of the Senior Management Team summarising key business undertaken in their areas.

#### 6.3 Report from the Students' Union President

To receive an oral report from the Students' Union President.

#### 6.4 Report from the Council

To receive an oral report from the Academic Board representative on Council on the Council meeting held on 25 April 2017.

To receive the minutes of the Council meetings held on 21 February 2018.

AB/18/21

## PART A: STRATEGY DISCUSSION

**7. LECTURE CAPTURE**

To receive a presentation on the use of lecture capture.

**PART B: MAJOR ITEMS OF BUSINESS**

**8. STEPPED MARKING**

To approve the recommendations for stepped marking.

AB/18/22

**9. EXTENSIONS POLICY**

To approve the revised Extensions Policy.

AB/18/23

**10. INTEGRATED ACADEMIC STRATEGY**

To receive an update on the Integrated Academic Strategy.

AB/18/24  
a-b

**11. RESPONSE TO OIA CONSULTATION**

To note the College's response to the OIA Good Practice framework on supporting disabled students.

AB/18/25

**12. SU PARTNERSHIP AGREEMENT**

To consider the Academic Representation Partnership Agreement.

AB/18/26

**13. OFFICE FOR STUDENTS**

To note the registration documents for the Office for Students.

AB/18/27

**14. ANNUAL ACADEMIC QUALITY ASSESSMENT REPORT**

To approve the report for presentation to Council.

AB/18/28

To approve the College Teaching and Learning Enhancement Plan 2018-19.

AB/18/29

To approve the revised Periodic Review for PGR Provision.

AB/18/30

**15. ANNUAL REPORT ON APPEALS AND COMPLAINTS**

To receive the annual report on academic appeals and complaints.

AB/18/31

**16. HONORARY DEGREES FOR APPROVAL**

To consider the honorary degrees for 2019 for recommendation to Council.

AB/18/32

**17. HONORARY TITLES**

To note the honorary titles awarded throughout 2017-18, and those in place for 2018-19.

*To Follow*

**PART C: ITEMS FOR FORMAL APPROVAL**

\* **18. CHANGES TO THE ACADEMIC REGULATIONS**

To approve the proposed amendments to academic regulations.

AB/18/34

\* **19. PROPOSED CHANGES TO CONSTITUTIONS AND TERMS OF REFERENCE**

To approve the amendments to the Staff-Student Committee Constitution.

AB/18/35

To approve the terms of reference for Departmental Teaching and Learning Committees. AB/18/36

To approve the terms of reference for the Research Committee. AB/18/37

\* **20. PUBLICATION**

To agree which, if any, items require broad dissemination around the college.

To confirm the designation of papers as exempt from the Freedom of Information Act requirements.

## **PART D: ITEMS FOR REPORT**

\* **21. FACULTY BOARDS**

To receive a combined report from the meetings of the Faculty Boards held in May 2018. AB/18/38

\* **22. PERIODIC DEPARTMENTAL REVIEWS**

To receive a revised list of periodic departmental reviews. AB/18/39

To receive the report and action plan from the Periodic Departmental Review of the Centre for Professional Studies. AB/18/40

\* **23. ANNUAL REVIEWS**

To receive the Faculty Scrutiny Reports of the Annual Review of PGT programmes. AB/18/41

**24. ACADEMIC BOARD EXECUTIVE COMMITTEE**

To receive the unconfirmed notes of the meeting of the Academic Board Executive Committee held on 30 April 2018. AB/18/42

\* **25. ACADEMIC PLANNING COMMITTEE**

To receive the minutes of the meetings of the Academic Planning Committee held on 7 March and 18 April 2018. AB/18/43 a-b

\* **26. COLLABORATIVE PROVISIONS COMMITTEE**

To note that the minutes of the meeting of the Collaborative Provisions Committee held on 17 May 2018 are not yet available.

\* **27. DEPARTMENTAL GRANTS GROUP**

To receive the minutes of the meeting of the Departmental Grants Group held on 10 April 2018. AB/18/44

\* **28. RESEARCH COMMITTEE**

To receive the minutes of the meetings of the Research Committee held on 28 September, 29 November 2017 and 22 January 2018. AB/18/45 a-c

\* **29. TEACHING, LEARNING AND STRATEGY COMMITTEE**

To receive the minutes of the meetings of the Teaching, Learning and Strategy Committee held on 17 January and 21 March 2018. AB/18/46 a-b

\* **30. QUALITY ASSURANCE AND STANDARDS COMMITTEE**

To receive the minutes of the meetings of the Quality Assurance and Standards Committee held on 27 February 2018.

AB/18/47

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**31. DATE OF THE NEXT MEETING:**

Wednesday 14 October 2018 at 3pm. Venue TBC.