



**Minutes of the meeting of the Academic Board
held at 2.00 pm on Wednesday, 21 February 2018
1B27 - Technopark, SE1 6LN**

Present

Pat Bailey (Chair)
Sodiq Akinbade
Craig Barker
Janet Bohrer
Patrick Callaghan
Charles Egbu
Paul Ivey
Mike Molan
Jenny Owen
Shushma Patel
Tony Roberts
Shân Wareing
Saranne Weller

Apologies

Ian Albery
Asa Hilton Barber
Kirsteen Coupar
Patricia Godwin
Gurpreet Jagpal
Janet Jones
Lesley Roberts
Warren Turner

In attendance

Claire Freer
Sally Skillett-Moore

1. Welcome and apologies

The Chair welcomed members to the meeting. The above apologies were noted.

2. Declarations of interest

No member declared a conflict of interest in any item on the agenda.

3. Minutes of previous meeting

The Board approved the minutes of the meeting held on 1 November 2018.

4. **Matters arising**

The Board discussed the matters arising.

AOB: It was noted that an increase in phd students had not been coupled with an increase in technical service capacity. Mitigating steps had been put in place including the creation of separate ticketing systems for staff and students to better respond to requests. The team were also looking at how to bring in additional support or contractors when there were gaps in skills/expertise internally. A further update would be given at the next meeting.

5. **PG Academic Portfolio Review**

The Dean of the School of Business provided an update on the portfolio review of LSBU's taught postgraduate provision, the results of which had been shared with the Deans and DESEs of each school.

The Board discussed:

- The risks associated with increasing student numbers by increasing course offerings.
- The need for periodic reviews to prevent the proliferation of courses and to be reactive to changes in the market.
- The development of clear paths of progression – undergraduate courses that link into postgraduate taught courses and then into postgraduate research programmes.
- The need for better reporting on the quality and cost of courses.
- The need for better data regarding student experience at postgraduate level.
- The advantages of developing a framework within schools which would reduce the burden of individual validations.
- The possible advantages of marketing all professional practice courses together.
- The need to ensure that courses continued to be valued into the future as well as providing value for money at the point of entry and at a later date.

6. **Deputy Vice-Chancellor's report**

The DVC provided his report to the Board, and provided updates on finances, admissions and recruitment status, the relaunch of the Achieve Scheme, the delivery of the Passmore Centre, and the current status of the estates development plan.

The DVC requested that everyone continued to encourage students to complete the NSS. Highlight how previous survey results had been actioned and messaging around 'You said, we did' would be beneficial.

The DVC noted the focus and press coverage regarding the use of trigger warnings by universities. LSBU's Freedom of Speech policy was under review and would be brought to the next meeting.

7. Foundation Year

The DVC provided an update on the work underway to review LSBU's foundation year provision and to look at future options for Year 0. A final report and recommendations would be brought to the Academic Board at its next meeting. The Board noted their support of the project.

8. TEF 3 Pilot

The PVC (Education & Student Experience) provided an update on the TEF3 subject level pilot and noted her thanks to Janet Bohrer, Richard Dukes and the DESEs for their hard work and support completing the exercise. A key benefit of taking part in the pilot would be the institutional learning and preparation ahead of any wider rollout to the sector.

9. REF 2021

The PVC (Research and External Engagement) provided an update on the work underway to prepare for LSBU's REF2021 submission and to maximise performance. A code of practice was being developed to identify and support LSBU staff who had significant responsibility for research.

10. LEAP: Student Journey Transformation Programme

The PVC (Education & Student Experience) provided a high level overview of Student Journey Transformation Programme and business case. The business case would be presented to the Major Projects and Investment Committee at their meeting in March for approval. Budgeted costs included the hiring of a dedicated programme manager, bringing in individuals to support change management across the organisation, and for the secondment and backfill of key roles to support the project.

11. Digitally Enhanced Learning - 2018 priorities

The PVC (Education & Student Experience) outlined the 2018 priorities for improving digitally enhanced learning capabilities, noting that the available budget had been significantly reduced.

The Board discussed the need to manage how lecture capture facilities were allocated across courses to ensure students did not feel disadvantaged if they did not have access to them. Due to timetabling restrictions it was unlikely that it would be possible to match usage to benefit students that needed extra support. Clear messaging to students setting out the scope, rational and expectations would be key.

DEL would have significant impact on ICT and to a lesser extent Estates capabilities and therefore any development of DEL needed to be directly linked into the ICT roadmap and budgeting for IT and Estate upgrades.

12. Student Union Issues (as required)

The SU President noted that the elections for the 2018/19 SU Sabbatical Officers were underway. Results would be announced the week commencing 26 February 2018.

13. Academic KPIs

The Board noted the Academic KPIs.

14. Reports from sub-committees

The Board noted the Sub-committee reports.

15. Policies and Procedures

The Board noted the policies and procedures approved by the sub-committees.

16. Any other business

The Board noted the Research Committee annual workplan.

**Date of next meeting
2.00 pm, on Thursday, 26 April 2018**

Confirmed as a true record

..... (Chair)