London South Bank University
EST 1892

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

Present
Pat Bailey (Chair)
Asa Hilton Barber
Sodiq Akinbade
Ian Albery
Craig Barker
Janet Bohrer
Patrick Callaghan
Kirsteen Coupar
Charles Egbu
Janet Jones
Mike Molan
Jenny Owen
Shushma Patel
Tony Roberts
Shân Wareing
Saranne Weller

Apologies
Patricia Godwin
Paul Ivey
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 21 February 2018.

The Board noted the Board and Academic Board strategy day summary.

4. **Matters arising**

The Board discussed the matters arising.

Technical support for PhD students: The Deputy Director of Technician Services noted that work was underway to review and restructure the technical support available to research and enterprise, to address concerns that had been raised and to ensure that future needs were met.

Post-graduate portfolio review: The review work was on hold. A wider programme was underway to review the approvals process. It was acknowledged that there were currently too many small courses.

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

The Deputy Vice-Chancellor provided their report, commenting on 2018-19 recruitment, savings and restructuring plans, TEF pilot, the LEAP project, and the estate development programme.

The need to ensure that the estate development strategy and the underpinning principles aligned with the academic strategy and future academic delivery needs was discussed. How best to feed into the estate development strategy was also discussed.

6. **Annual ethics report**

The Board received the Annual Ethics Report.

It was noted that the Ethics Panels were running well but there was limited support available for the Ethics Coordinators in schools. Functionality was being built into Haplo to support applications and from September 2018 all applications would be processed through Haplo which would reduce some administrative burden. There was a need for additional administration support in schools and in REI to support application management and archiving.

The Board noted the importance of training and support, in particular for those moving into a supervisory role. Ethics training must be completed prior to individuals taking on a supervisory role in a consistent way across the University.

7. **Foundation Year**

The Board reviewed the foundation year proposal. It was noted further work was required to finalise the fee structure for students across the four years and possible start dates. Questions were asked regarding methods of assessment and the funding model and its possible impact on individual school budgets.

The Board were requested to provide feedback and comments on the recommendations included in the report.

8. **National Student Survey: analysis and planning**

   The National Student Survey results were due to be released on 27 July 2018, with both individual and sector results being released on the same day. A report would be circulated internally following release and a meeting scheduled to review the results.

9. **Academic Regulations**

   The Board received the revised Academic Regulations for 2018-19. The regulations had been reviewed by the Quality and Standards Committee and a recommendation made that the Academic Board approve them.

   The Academic Board approved the Academic Regulations for 2018-19.

10. **Draft Race Equality Charter Mark submission**

    The Head of Equality, Diversity & Inclusion joined the meeting.

    The Head of Equality, Diversity and Inclusion provided an overview of the University's Race Equality Charter Mark submission and highlighted the key findings of the project. It was noted that the project had also resulted in an increased understanding of LSBU's data and provided a platform for progress.

    The Board were asked to review the first draft of the submission and were encouraged to provide comments, feedback and possible actions so that they could be incorporated into the submission.

    The Head of Equality, Diversity & Inclusion joined the meeting.

11. **Freedom of Speech**

    The Board received the revised Freedom of Speech policy. Members were requested to submit any feedback to the Deputy Vice-Chancellor.

12. **Academic Board & Staff Governor Nominations**

    The Board approved the proposed selection process for Academic Board members and staff governors.

13. **Student Union Issues (as required)**

    No issues were raised.

14. **Academic Board Effectiveness Review**

The Board were requested to complete the Effectiveness Review survey. The results of the survey and any recommendations would be shared with the Board at its next meeting.

15.   **Emeritus Professor items**

The Board endorsed the award of Emeritus Professorship to Professor Mike Molan. The Board thanked Mike Molan for all his contributions to the Academic Board and the School of Business.

16.   **CRIT Review 2017-18**

The Board noted the CRIT Review for 2017-18.

17.   **Academic KPIs**

The Board noted the Academic KPIs.

18.   **Reports from sub-committees**

The Board noted the reports.

**Date of next meeting
2.00 pm, on Thursday, 27 September 2018**

Confirmed as a true record

.... (Chair)