18. MINUTES (X 14 2012/13; X 15 2012/13)

Received and Noted:

18.1 (i) The minutes of the meeting of 14 February 2013, which were confirmed at the Academic Board on 6 March 2013;

(ii) the unconfirmed minutes of the Academic Board meeting of 6 March 2013.

Noted:

18.2 (i) The following recommendations from the ABExCo meeting of 14 February 2013 were endorsed on the 6 March 2013 by the Academic Board:

- The establishment of the Centre for Social Change & Transformation in Higher Education;
- The recommendations of the Open Access Working Group;
- Adoption of the amended Policy on Maternity Leave for Research Students;
- Adoption of the standard model for three term learning programmes;
- That examinations for three term learning programmes normally take place on the timetabled day for teaching, in the final week of term;
- That SPC confirm, by January of each year, the deadline date for enrolment for the following year (subject to endorsement by SPC);
- That programmes wishing to move to three term learning confirm their wish to do so to the Academic Registrar by 28 February 2013 and by 31 January in each subsequent year;
- The revised approach to resit and retake fees (subject to endorsement by SPC);
- Adoption of the Policy on Peer Review of Teaching;
• Adoption of the Policy on Students Under the Age of 18  
• Adoption of the revised regulations for the MPhilStud  

(ii) That the Policy on Write Up / Examination Only Status for International Students had been referred back to the Research Student Sub-Committee for further discussion on write-up status  

(iii) That the deadline date for enrolment for three-term learning programmes had been approved by SPC, for programmes adopting the model only;  

(iv) That the publication of External Examiner reports had been referred back to TQEC with a request that practice in other institutions be included in the discussion.  

19. MATTERS ARISING
Noted:
19.1 (i) That Professor Matthew Innes had been nominated for the post of Vice Master; this nomination had been approved and he would take up this office once Professor Dewe had retired at the end of 2013/14;  

(ii) that proposals on the development of the College’s technology infrastructure had been presented to the College’s Strategic Planning Committee.  

20. MASTERS REPORT
Reported by the Master:
20.1 (i) That the College’s appeal to HEFCE to increase the maximum number of full time undergraduate students that the College could recruit had been successful; the College would be able to recruit up to 700 full time undergraduate students dor 2013/14;  

(ii) That the Welsh government had confirmed that it would continue with its financial support for part-time students; the College would highlight this when lobbying the government for policy change in relation to part-time students;  

(iii) That a website had been launched to support the “Part-time Matters” campaign, and the campaign would have an increasingly high profile in the months ahead;  

(iv) That the College was in the early stages of development of a proposal to work with a partner to deliver online learning; this would necessitate use of the College’s Degree Awarding Powers, and as such would need approval from Academic Board.  

Agreed:
20.2 In principle, to recommend approval of the proposal to use the College’s Degree Awarding Powers if necessary to facilitate a partnership with an external provider to offer online learning. A full proposal would be submitted to the Academic Board if the College wished to proceed with this.  

21. RESEARCH COMMITTEE REPORT (X 16 – 2012/13)
Received:

Reported by the Pro-vice Master (Research):

21.2 (i) That the College had a long standing commitment to the principles outlined in the Concordat to Support the Career Development of Researchers, but had not completed the process of formally signing up to it. The Research Committee recommended that the College do so now, with a detailed audit of the Concordat's provisions to be conducted by the Research Strategy Working Group 2014-2019;

(ii) that the Research Strategy Working Group will be meeting in June to draft the Research Strategy 2014-17 with clear objectives and projects. The period of which the strategy covers was commented as being short and will be considered by the Working Group in addition to an annual review being built into the strategy.

Agreed:

21.3 To recommend the following for approval by Academic Board:

- To sign up to the Concordat to Support the Career Development of Researchers
- To establish the Research Strategy 2014-17 Working Group
- To establish the Centre for Sustainable Working Life

22. STUDENT EXPERIENCE & WIDENING PARTICIPATION COMMITTEE (X 17 – 2012/13)

Received:

22.1 The Report of the Student Experience & Widening Participation Committee meeting of 7 May 2013.

Reported by the Pro-vice Master (Student Experience):

22.2 (i) That the Access Agreement 2014-15 had been received by SEWPC; the Agreement would drive much of the College’s widening participation work during the period covered by the agreement;

(ii) that the College did not currently have a formal Widening Participation Strategy. It was proposed that a working group be set up which to develop a strategy which would complement the Access Agreement and Retention Strategy.

(iii) that the Retention Strategy Steering Group continued to monitor the College’s retention data, which suggested that the Strategy was having a positive impact. Work would continue to analyse the data and identify the key points in the calendar when interventions would be likely to have impact;

(iv) that the first cohort of UCAS students taken on by the College would complete their programmes during 2013/14.

Agreed:

22.3 To recommend the following for approval by Academic Board:
• To establish a Widening Participation Strategy Working Group.

23. **TEACHING & QUALITY ENHANCEMENT COMMITTEE REPORT (X 18 – 2012/13)**

Received:


Reported by the Pro-vice Master (Learning & Teaching):

23.2 That the name of the learning and teaching unit had been confirmed as the Centre for Transformative Practice in learning and Teaching

Noted:

23.3 (i) That any consultation on term dates would need to include consultation with the trade unions;

(ii) that the SPC had agreed that enrolment deadline dates should not apply to programmes that were not part of the three term learning model; the Three Term Learning Pilot Steering Group would give this issue further consideration.

Agreed:

23.4 To recommend the following for approval by Academic Board:

- To establish a Three Term Learning Programme Steering Group;
- That provision be made for resit examinations to be offered on Saturdays, with suitable alternative arrangements made for students who cannot sit examinations on Saturdays for religious reasons;
- That a consultation exercise on term dates be undertaken to consider whether terms should be extended in future years;
- To approve the regulations for the BA Spanish & Latin American Studies, BA and Diploma in Philosophy and BA, Dip HE and Cert HE Philosophy, delivered under the University of London International Programmes system;
- To approve the recommendations for programme approval, amendment and withdrawal made by the College Programmes Committee.

24. **COLLEGE BOARDS OF EXAMINERS REPORT**

Received:


Agreed:

24.2 (i) To establish a quorum for the College Boards, with a requirement that at least one named representative from each School be present at each College Board, in addition to at least one external or intercollegiate examiner;
(ii) to ask Schools to consider the reorganisation of their postgraduate sub-boards to ascertain whether efficiencies can be achieved through the merging of sub-boards, particularly at postgraduate level

25. **DATE OF NEXT MEETINGS**
Noted
25.1 The next meeting of the Committee was scheduled for Wednesday 30 October.

26. **ANY OTHER BUSINESS**
Noted:
26.1 That the College was considering entering into a partnership with the Guardian newspaper over a number of events to take place in a location close to Kings Cross.

Agreed:
26.2 That any the proposal should go to SPC for consideration and should also be noted by Academic Board.

*Meeting Concluded.*