Academic Board Minutes

Summary

These are the unconfirmed minutes of the Academic Board meeting of November 2012.

Recommended Action

The Board is asked to confirm these minutes.

Trevor Pearce
February 2013
BIRKBECK
University of London

Minutes of the ACADEMIC BOARD

15 November 2012

Present
Prof David Latchman (Chair), Professor Hilary Downes, Professor Trevor Fenner, Professor Sue Jackson, Professor Nicholas Keep, Professor Lynda Nead, Professor Philip Powell, Professor Ron Smith, Professor Miriam Zukas, Dr Patrizia di Bello, Dr Tim Markham, Dr Dorigen Caldwell, Charles-Michael Berry, Dr Dick Rayne, Dr Matthew Longo, Dr Derek Hook, Dr Jennifer Baird, Dr Maria Placencia, Prof Stephen Frosh, Prof Ted Melhuish, Dr Kerry Harman, Prof Mike Oaksford, Dr Charlie Underwood, Professor Matthew Weait, Professor Li Wei, Chiara Barontini, Professor Marjorie Lorch, Dr Eddy Davelaar, Dr Geoff Walters, Dr Karen Wells, Dr Anita Walsh, Robert Atkinson, Tricia King, Jed Keenan

In Attendance
Katharine Bock, Jasbir Gill, Keith Harrison, Dean Pateman, Trevor Pearce, William Scott

Apologies for Absence
Apologies were received from 16 members

1 TERMS OF REFERENCE AND MEMBERSHIP 2012-13
Received:
1.1 The terms of reference and membership of the Board for 2012/13 (AB 1 – 2012/13).

Noted:
1.2 (i) That further representatives of teaching staff had been confirmed by the Schools of Science and Social Science, History & Philosophy; The Schools of Arts and Business, Economics & Informatics would confirm representatives before the Spring term meeting of the Board.

(ii) that staff unions had queried whether sessional lecturers should be represented on the Board; Board members were requested to contact the Master or Academic Registrar to express any views on the matter.

2 MINUTES
Received and confirmed:
2.1 The minutes of the meeting of 19 June 2012 (AB 2 – 2012/13).

3 REPORT TO GOVERNORS
Received and noted:
3.1 The report to Governors of the Academic Board meeting of 19 June 2012 (AB 3 – 2012/13).
4. **MATTERS ARISING**

   **Noted:**

   4.1 (i) That HEFCE had accepted the College’s Code of Practice for the Selection of Staff for the REF 2014;

   (ii) that the three term learning project was progressing; an interim report would be submitted to the TQEC and Academic Board in the Spring term with the final report and recommendations submitted to the Summer meetings.

5. **MASTERS REPORT**

   **Received:**

   5.1 The Master’s Annual Report on the Strategic Direction of the College (**AB 4 – 2012/13**)

   **Reported by the Master:**

   5.2 (i) That the College’s recruitment onto its four-year part-time undergraduate courses had dropped for 2012/13; the Department of External Relations would be reviewing the data and feedback to identify the reasons for this reduction;

   (ii) that the College would aim to increase numbers on its full time undergraduate programmes, subject to HEFCE approval.

   (iii) that the College would continue to emphasise the benefits of evening study and its postgraduate offering;

   (iv) that the College continued to work to ensure full compliance with Border Agency regulation while supporting international students on its programmes.

6. **ACADEMIC BOARD EXECUTIVE COMMITTEE MINUTES**

   **Received and confirmed:**

   6.1 The minutes of the meeting of 24 October 2012 (**AB 5 – 2012/13**).

7. **RESEARCH COMMITTEE**

   **Received:**

   7.1 The report of the Research Committee meeting of 11 October 2012 (**AB 6 – 2012/13**)

   **Reported by the Pro-vice Master (Research):**

   7.2 (i) That RCUK had published its response to the Finch Report on Open Access; it was likely that research council funding in future would be dependent on open access to research outputs. The College would need to establish how funding provided for open access would be managed; a working group would be established to report back to the next meeting of the Committee with recommendations.

   **Confirmed:**

   7.3 (i) The Board approved the establishment of the History and Theory of Photography Research Centre;

   (ii) The Board approved the adoption of the Research Student Admissions Policy;
(iii) The Board approved the amendment to the MPhil / PhD Regulations to permit the examination of practice-based research degrees towards the award of MPhil or PhD.

8. STUDENT EXPERIENCE & WIDENING PARTICIPATION COMMITTEE

Received:

8.1 The report of the Student Experience & Widening Participation Committee meeting of 10 October 2012 (AB 7 - 2012/13)

Reported by the Pro-vice Master (Student Experience)

8.2 That the Department of Business, Innovation and Skills, together with Universities UK, would shortly appoint a part-time commission to review all aspects of postgraduate provision, reporting back with recommendations to the government;

Confirmed:

8.3 The Board approved the adoption of the Student Communication Guidelines.

9. TEACHING & QUALITY ENHANCEMENT COMMITTEE

Received:

9.1 The report of the Teaching & Quality Enhancement Committee meeting of 9 October 2012 (AB 8 – 2012/13)

Noted:

9.2 That the College’s Common Awards Scheme Working Group would be considering the adoption of 45 credit modules at its meeting in December 2012.

Confirmed:

9.3 (i) The Board approved the adoption of the Minimum Virtual Learning Environment Standards.

(ii) The Board approved the amendment to the Regulations for Taught Programmes of Study to facilitate the delivery of programmes of longer than 7 years (undergraduate) / 5 years (postgraduate)

(iii) The Board approved the adoption of a revised Assessment Offences Policy

(iv) The Board approved the adoption of the template Institutional Partnership Agreement.

(v) The Board approved the new and amended programmes as recommended by the College Programmes Committee.

10 FEES, BURSARIES & SCHOLARSHIPS COMMITTEE

Received and Noted:

10.1 The annual report of the Fees, Bursaries & Scholarships Committee (AB 9 – 2012/13).
11 EMERITUS TITLES
Confirmed:
11.1 The conferment of the title of Emeritus Professor upon John Shepherd and Emeritus Reader upon Martin Frost (AB 10 – 2012/13).

12 CHAIRS ACTIONS
Received and noted:
12.1 Details of actions taken on behalf of the Board by the Chair since the Board’s last meeting (AB 11 – 2012/13).

13 DATES OF MEETINGS
Noted:
13.1 That future meetings of the Board would take place on Wednesday 6th March 2013 and Thursday 20th June 2013

14 ANY OTHER BUSINESS
Noted
14.1 That the Vice Master would complete his term of office at the end of the 2012/13 academic year. Recommendations for a successor were invited.