Minutes of the meeting of the Academic Board held on 21 November 2018.

PRESENT: Professor Q A McKellar (Chair)

Mr A Aman  Mrs J A Price  Ms E Roberts
Professor I G Campbell  Mrs S Harrison-Barker  Professor J M Senior
Mrs P Carey  Dr S M Jarvis  Dr R L V Southern
Dr K Coppin  Mrs J Kelly  Ms J St John
Dr D M Ford  Mr A Lambert  Mrs G Ward
Dr T Gilbert  Dr L Mitchell  Mr R Wilkinson
Mrs S C Grant  Professor A Murphy  Ms A Yip
Ms Z Hakim

IN ATTENDANCE:

Mrs J H Allen  Mrs L Caselles-Vallejo  Dr S Grey
Ms K Barton

APOLOGIES:

Dr F L Haddleton  Mrs J A Newlan  Dr L Trodd
Dr S B Kirton  Mrs B Rahl

836  STANDING ORDERS

The Board noted its Standing Orders of the Board, effective 1 September 2012, amended 3 November 2014.

(Agenda Paper 2, refers.)

837  TERMS OF REFERENCE AND COMPOSITION

837.1 The Board noted its terms of reference of the Board with effect from 1 September 2018.

(Agenda Paper 3.1, refers.)

837.2 In approving revisions to the terms of reference effective 1 January 2019, the Board noted that elected officers would be allowed to stand for two consecutive terms of office and a break of one term of office.

(Agenda Paper 3.2, refers.)

838  MEMBERSHIP

838.1 The Board noted its membership.

(Agenda Paper 4.1, refers.)
Category 5: 'Five (5) Deans of School, nominated by the Deans of School for terms of office of three (3) years

The Board noted that Dr R L V Southern would serve a further term of office commencing 1 September 2018 and concluding 31 August 2021 and that the following Deans of School had been nominated for terms of office commencing 1 September 2018, concluding 31 August 2021. They were welcomed to their first meeting:

Mrs P Carey
Professor A Murphy
Dr L Trodd

Category 10: ‘Two (2) students, nominated by the Student Representative Council’

The Board noted that the position for a second student representative in this membership category was currently vacant.

Category 11: ‘Two (2) members of the professional staff elected by the professional staff’

The Board noted that Mrs E Roberts had been elected for a term of office commencing 1 September 2018, concluding 31 August 2021 and welcomed her to her first meeting.

Dr K Coppin, School of Physics, Astronomy and Mathematics;
Ms J St John, School of Humanities;
Ms Amanda Yip, Learning and Teaching Innovation Centre.

In attendance

The Board noted that Mrs L Caselles-Vallejo, Governance Services Officer, was in attendance and welcomed her to the meeting.

MINUTES – 27 JUNE 2018

The minutes were confirmed and signed.

(Minute 847, refers.)

MATTERS ARISING FROM THE MINUTES

Associate professorships - Minute 833.3 refers

(Minute 847, refers.)
VICE-CHANCELLOR’S ITEMS FOR REPORT

Vice-Chancellor’s Monthly Reviews

The Board noted the Vice-Chancellor’s monthly reviews for June, July, August and September 2018 which were published on-line at:

http://staffnet.herts.ac.uk/our-university/ovc-latest-news.htm

National agenda for Higher Education

841.2.1 In introducing a policy review prepared by Ms T James, Head of Policy, the Vice-Chancellor commented on the positive message in respect of EU citizen rights within the draft agreement on Brexit, issued on 14 November 2018. During the transition period to 2020 no substantive changes were proposed in respect of EU nationals entering the UK. Should the deal not be agreed, reassurances had been given by the Government that it would support the position of EU students commencing in 2019-2020, including access to loans.

841.2.2 The Vice-Chancellor commented on rumours that recommendations would be made to reduce the cost of degree to £6000 per year with a possible subsidy on fees for STEM subjects that might be set at £13,000 per year. It was also possible that HM Treasury would recommend an overall annual fee of £6,500. Such a proposal would cause a significant number of universities to go into immediate deficit. Despite the uncertainty surrounding fees with effect from 2020-2021, the University of Hertfordshire was working to ensure it could manage such policy changes. Whilst this would be advantageous to those entering higher education from 2020-2021, there would be inequity for a time with students registered on two fee scales. Should the tuition fee for STEM subjects be subsidised by the Government, it was possible that student numbers would be capped, perhaps by creating a minimum tariff, with implications in respect of widening access and for universities such as the University of Hertfordshire.

841.2.3 In noting that the membership of the Universities Superannuation Scheme (USS) in the University was low, there would be financial impact on the Institution of changes to the Scheme. In respect of the Teachers Pension Scheme, there would be further financial impact on the University as a result of extra costs to be imposed by HM Treasury.

841.2.4 In response to the significant rise in the trend to make unconditional offers, the Vice-Chancellor reported that he had been a signatory to a letter to The Times that the practice was a disincentive to prospective students to work hard for their A Level examinations. For the schools, there were implications for Ofsted inspection outcomes of potentially falling A Level results. A report from UCAS due in January 2019 was expected to comment on unconditional offers.

(Confidential Agenda Paper 7.2.1, refers.)

RECRUITMENT

Minute 842 is confidential and available to Members and Officers in Attendance only.

Confidential Agenda Papers 8.1 and 8.2, refer

BOARD OF GOVERNORS

Dr L Mitchell reported on the non-confidential academic issues considered by the Board of Governors since the 27 June 2018 meeting of the Academic Board. The meeting of the Board of Governors on 23 October 2018 had considered the implications for the University of Brexit, recruitment, the 2020-2025 Strategic Plan, the National Student Survey 2018, an IT infrastructure resilience programme, Office for Students registration and an effectiveness review of the Board of Governors.
RESEARCH - RESEARCH EXCELLENCE FRAMEWORK (REF) 2021

844.1 Professor J M Senior, Pro Vice-Chancellor (Research and Enterprise) reported on progress with preparations for REF 2021 and the publication of draft guidance on the Code of Practice.

844.2 A formal REF 2021 Steering Group had been approved by the Research Committee to guide the submission and the key milestones had been established, as set out in Appendices A and B respectively in Confidential Agenda Paper 10. It was anticipated that the Code of Practice would be finalised by January 2019, after which it would be submitted to the Academic Board for approval.

844.3 Impact case studies were being considered by specialist research impact assessors as well as the research impact team of the Research Office and further case studies were still under development. It was anticipated that the submissions would include a greater number of staff than for REF 2014; the closing date for submission to REF 2021 was 27 November 2020.

844.4 Professor Senior expected to be able to accommodate all eligible staff in the Units of Assessment (UOA) selected. A number of narratives reflecting the impact of the work could be constructed within the relevant UOAs and, where outputs related to more than one UOA, it would also be possible to cross-refer.

(Confidential Agenda Paper 10, refers.)

STRAATEGIC PLAN 2020-2025

845.1 In reporting on preparations for a new Strategic Plan 2020-2025, Professor I G Campbell, Deputy Vice-Chancellor, explained that the current Strategic Plan was under continual review by the Board of Governors for its fitness for purpose. In developing a new Strategic Plan, the vision and business strands as they were currently configured would be considered, together with political, economic, social, legal and environmental factors (‘PESTLE’), in terms of their impact on the University’s strategic objectives.

845.2 Staff had already been invited to share their views and engagement sessions would take place during December 2018 with further opportunity to participate up to April 2019. The Board would be apprised of progress during this consultation period.

(Confidential Agenda Paper 11 was not received.)

STUDENT EDUCATIONAL EXPERIENCE

846.1 Teaching Excellence Framework (TEF)

846.1.1 Dr S M Jarvis, Pro Vice-Chancellor (Education and Student Experience) reported that the second year of the subject level pilot, which would continue, had now been launched, though the University of Hertfordshire would not be participating.

846.1.2 Further information had been released by the TEF team of the Office for Students concerning what was being piloted. Key additions/changes/features included:

i two new NSS metrics were included, student voice and learning resources; NSS metrics would continue to be half-weighted;

ii the Destination of Leavers from Higher Education survey (DHLE) were discontinued but LEO metrics would be added to core metrics (these had previously been supplementary metrics);
iii continuation would be double-weighted in respect of students continuing at Level 4 and Level 5;
iv a ‘differential degree outcomes’ metric would be piloted as a supplementary metric alongside the grade inflation metrics.

846.1.3 No TEF awards would be made in 2021, therefore the University's institutional level Gold award would last the full three years. 2018-2019 would be the final year of provider level TEF; thereafter TEF would be at subject level only though it was anticipated that awards would last longer than the current three years, subject to the outcome of continuing pilots. The final set of metrics would be made available in Spring 2020 and awards would be made in 2021.

846.1.4 There were implications for pressure on staff in respect of the double weighting of continuation in respect of supporting both the most able and weaker students and staff would require support to find ways of engaging students and remove barriers to achievement. Developments in Schools to provide academic skills tutoring were proving successful.

846.2 Student Educational Experience Committee working groups

846.2.1 The Committee managed a number of working groups:

i the work of the BAME Student Success Working Group was focussed on the attainment gap between BAME and non-BAME groups;

ii the Assessment Working Group was considering two aspects, assessment redesign and proportion of good degrees;

iii the Data for Learning (Learning Analytics) Working Group was examining the use of relevant student data to understand and support student reflection and learning;

iv the newly-established Student Resilience Working Group would consider a framework for student and staff wellbeing, acknowledging the work already being undertaken by Student Wellbeing, the Office of the Dean of Students and the Students' Union.

(Confidential Agenda Paper 12.1, refers.)

846.3 National Student Survey (NSS) results 2018

846.3.1 In presenting the results of NSS 2018, Dr Jarvis explained that the aims of the Office for Students were to inform prospective students’ choices, to provide data to assist universities improve student experience and to support public accountability. However it was also important to note that the University encouraged students to participate as the student voice was greatly valued.

846.3.2 Dr Jarvis paid tribute to the work of colleagues across the University in achieving an Overall satisfaction rate of 83.5%, which was above the national average of 83%. It was anticipated that student voice in respect of the provision of learning resources would be added to the TEF metrics, the final set being available from Spring 2020. It was also anticipated that future plans for NSS would include extending the Survey to postgraduate provision and possibly a cohort-level survey at undergraduate level.

Minutes 846.3.3-846.3.7 are confidential and available to Members and Officers in Attendance only.

(Confidential Agenda Paper 12.2, refers.)
Office for Students registration and Access and Participation Plan 2019-2020 - Minute 818.8 refers

Mrs S C Grant, Secretary and Registrar, reported that the University’s application for registration with the Office for Students had been achieved without conditions. However Appendix F, within Confidential Agenda Paper 12.3, indicated enhanced monitoring requirements in respect of access and participation in terms of gaps in attainment and retention of part time students.

It was believed that approximately 204 institutions, both traditional HEIs and alternative providers, had registered and a further 800 were queued for processing of their applications. Implications for those who did not register would be the likelihood of not being able to recruit students from September 2019 and their courses would not be loaded on to the database of the Student Loan Company.

(Student Agenda Paper 12.3, refers.)

Student Performance Monitoring Group (SPMG)

The Board noted a summary of the key findings in the SPMG Annual Report for 2017-2018.

(Student Agenda Paper 12.4, refers.)

Grade Point Average (GPA) Implementation

The Board noted a UHQ message to update staff, dated 5 October 2018, from Dr F L Haddleton, Director of Academic Quality Assurance.

(Agenda Paper 12.5, refers.)

Learning and Teaching Innovation Awards 2018-2019

Dr Jarvis informed the Board of the outcome of the 2018-2019 round of the Learning and Teaching Innovation Awards, in which 11 of the total 22 applications had met the required criteria and one further proposal was being considered that might result in a 12th award. Proposals had included the building of digital capabilities, de-mystifying academic expectations, building various online ways of engaging students and improving engagement among engineering students in laboratory activities.

Annual School Reports on Academic Standards and Student Experience 2016-2017

The Board noted the following documents relating to the evaluation of Annual School Reports for 2017-2018:

Items for Dissemination (Agenda Paper 12.7.1, refer.);

Matters for the University (Confidential Agenda Paper 12.7.2, refers).

BME Success report, ‘Academic leadership at the programme level to address the BME attainment gap’

The Board noted the publication of this report at the following link:

https://tinyurl.com/UHBMEsuccess

Dr Jarvis reported that a considerable amount of work was under way during the current academic year and a recent presentation had been made to the Chief Executive’s Group by Dr H Barefoot, Deputy Director of Learning and Teaching. It was also noted that the Vice-Chancellor was a member of a working group of Universities UK to consider the BME (now referred to as BAME) attainment gap with a view to providing advice on best practice for use across the sector.
Continuing Professional Development (CPD) Framework

In reporting the reaccreditation of the CPAD programme and the CPD Framework by Advance HE(formerly the Higher Education Academy), notified to staff by a uhq email message on 18 July 2018, Dr Jarvis explained that the University was now in a position to award Principal Fellowships. It was noted that 80% of the University’s academic staff had accreditation, twice the sector average.

Student discipline

Minute 846.11 is confidential and available to Members and Officers in Attendance only.

PROFESSORSHIPS, READERSHIPS AND ASSOCIATE PROFESSORSHIPS - Minute 833.3 refers

Professor Campbell informed the Board that it was intended to run with a further round of Associate Professorships in line with the process used during 2017-2018 which was believed to have gone well.

In approving the proposal to use the same process for the appointment of Readers and Professorships, the Board noted that discussions with Human Resources were still taking place in respect of the timescale to manage the Readership and Professorship appointments at the same time as Associate Professorships. The regulation would allow sufficient scope to appoint Readers and Professors in exceptional circumstances outwith the annual round as well as within the annual process.

(Agenda Paper 13.2, refers.)

AWARD CEREMONIES

The Board noted that two Awards Ceremonies would take place on Saturday 1 December 2018 and Saturday 8 December 2018 at the Weston Auditorium, University of Hertfordshire, de Havilland Campus.

AGENDA - PART II

Part II of the Agenda was noted and approved (Minutes 850-860).

ACADEMIC QUALITY

The Board noted the conclusions and recommendations of reports, for the period 6 June 2018-19 September 2018 in respect of new and reviewed/revalidated programmes, confirmed by the Chair of the Student Educational Experience Committee and ratified by the Vice-Chancellor:

### Hertfordshire Business School

<table>
<thead>
<tr>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Chair of Student Educational Experience Committee</th>
<th>Date ratified by Vice Chancellor on behalf of Academic Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>850.1.1</td>
<td>MBA (Senior Leader Apprenticeship)</td>
<td>07/08/2018</td>
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</table>
### School of Engineering and Technology

#### New Programmes

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>850.1.3</td>
<td>ENDAA Engineering Degree Apprenticeship (Aerospace)</td>
<td>11/07/2018</td>
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<tr>
<td>850.1.4</td>
<td>ENDAAU Engineering Degree Apprenticeship (Automotive)</td>
<td>11/07/2018</td>
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<td>850.1.5</td>
<td>ENDAE Engineering Degree Apprenticeship (Electronics)</td>
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<tr>
<td>850.1.6</td>
<td>ENDAMAN Engineering Degree Apprenticeship (Manufacturing)</td>
<td>11/07/2018</td>
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<tr>
<td>850.1.7</td>
<td>ENDAMEC Engineering Degree Apprenticeship (Mechatronics)</td>
<td>11/07/2018</td>
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<tr>
<td>850.1.8</td>
<td>ENDAMECH Engineering Degree Apprenticeship (Mechanical)</td>
<td>11/07/2018</td>
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<tr>
<td>850.1.9</td>
<td>ENDACIV Engineering Degree Apprenticeship (Civil)</td>
<td>07/08/2018</td>
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### School of Health and Social Work

#### New Programmes

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<tr>
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<tr>
<td>850.1.10</td>
<td>HSSVHPSC BSc (Hons) Health Promotion and Social Care</td>
<td>20/07/2018</td>
<td>25/07/2018</td>
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### Hertfordshire Law School

#### New Programmes

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<tbody>
<tr>
<td>850.1.11</td>
<td>LADAS Solicitor Degree Apprenticeship (Prog) Solicitor(Degree Apprenticeship) (Course)</td>
<td>14/06/2018</td>
<td>15/06/2018</td>
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### School of Life and Medical Science

#### New Programmes

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<tr>
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<tbody>
<tr>
<td>850.1.12</td>
<td>LMICIYSOP Initial Year Optometry - at City and Islington</td>
<td>20/07/2018</td>
<td>25/07/2018</td>
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</table>

850.2 The Board noted the withdrawn and suspended programmes, for the period 14 June 2018-7 November 2018 confirmed by the Chair of the Academic Development Committee; and agreements signed between the University and Partner Organisations.
## Hertfordshire Business School

<table>
<thead>
<tr>
<th>Programme Code</th>
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<th>Date confirmed by Chair of School Academic Committee</th>
<th>Date confirmed by Chair of Academic Development Committee</th>
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<tr>
<td>850.2.1</td>
<td>BSBMGTFD</td>
<td>04/06/2018</td>
<td>19/06/2018</td>
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<td>850.2.2</td>
<td>BSDVUIM</td>
<td>28/06/2018</td>
<td>10/07/2018</td>
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<td>850.2.3</td>
<td>BSMAN</td>
<td>20/09/2018</td>
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## School of Creative Arts

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<th>Date confirmed by Chair of Academic Development Committee</th>
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<tr>
<td>850.2.4</td>
<td>IDFDCEDS</td>
<td>30/07/2018</td>
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## School of Education

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<th>Date confirmed by Chair of Academic Development Committee</th>
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<td>850.2.5</td>
<td>EDCLPGCES</td>
<td>04/09/2018</td>
<td>13/09/2018</td>
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<tr>
<td>850.2.6</td>
<td>EDCLPGCEP</td>
<td>04/09/2018</td>
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<td>850.2.7</td>
<td>EDPGIWEYFD</td>
<td>05/09/2018</td>
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## School of Education (Cont’d)

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<tr>
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<th>Date confirmed by Chair of Academic Development Committee</th>
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<td>850.2.8</td>
<td>EDBSPGCES</td>
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<td>850.2.9</td>
<td>EDBSPGCEP</td>
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## School of Engineering and Technology

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<tr>
<td>850.2.9</td>
<td>ENMANMENG</td>
<td>14/08/2018</td>
<td>29/08/2018</td>
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<td>850.2.10</td>
<td>ENMANBENG</td>
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School of Health and Social Work

Programmes/ Courses/ Courses Instances withdrawn

<table>
<thead>
<tr>
<th>Code</th>
<th>Programme</th>
<th>Details</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>850.2.11</td>
<td>HHPRSC/ HHPRSCM</td>
<td>Course Instances on Undergraduate Non-Medical Prescribing / Post-graduate Non-Medical Prescribing</td>
<td>11/09/2018</td>
<td>24/09/2018</td>
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Programmes suspended

<table>
<thead>
<tr>
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<th>End Date</th>
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<tr>
<td>850.2.12</td>
<td>HHNUR</td>
<td>BSc (Hons) Nursing - suspension of semester B intake across the 4 fields</td>
<td>06/09/2018</td>
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School of Life and Medical Science

Programmes/ Courses/ Courses Instances withdrawn

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<tr>
<td>850.2.13</td>
<td>HHGEEMA</td>
<td>BSc (Hons) Environmental Management with Agriculture</td>
<td>05/06/2018</td>
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Programmes suspended

<table>
<thead>
<tr>
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<th>End Date</th>
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<td>850.2.14</td>
<td>IDIYS</td>
<td>Initial Year Science Extended Degree - OAK (Physical Sciences / Mathematics) - suspension for 2018</td>
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<td>850.2.15</td>
<td>LMIYSMT LMIYSPS</td>
<td>Initial Year Science Extended Degree - HRC (Physical Sciences / Mathematics) - suspension for 2018</td>
<td>29/05/2018</td>
<td>19/06/2018</td>
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</table>

Confidential Agenda Paper A.1, refers.)

850.3  **External examiners**

The Board noted the full list of appointments of External Examiners across all Schools.

(Confidential Agenda Paper A.2, refers.)

850.4  **INTERNAL EXAMINERS**

850.4.1 The Board noted that Deans of School were responsible for allocating academic staff to teach on the modules offered by their respective Schools. Internal Examiners, a subset of this module teaching team, were responsible for setting assessment tasks and marking the resultant student work. Deans of School or their nominees also appointed internal moderators, with appropriate expertise in the relevant subject area. The role of the internal moderator was to oversee the assessment process for the module, by reviewing assessment tasks and internally moderating marked student work (as set out in UPR AS12, Section 5 and UPR AS13, Section 5).

850.4.2 As part of their remit, External Examiners also had a role in reviewing assessment tasks and moderating marked student work (as set out in UPR AS12, Section 5 and UPR AS13, Section 5). Arrangements for the appointment of External Examiners were set out in UPR AS17.

850.5  **Boards of Examiners**

850.5.1 2017-2018

The Board noted amendments in respect of chairmanship of Boards of Examiners:

i  School of Life and Medical Sciences, 12 July 2018 (Confidential Agenda Paper A.4.1, i, refers);

ii School of Life and Medical Sciences, 17 July 2018 (Confidential Agenda Paper A.4.1, ii, refers);
iii School of Life and Medical Sciences, 20 July 2018 (Confidential Agenda Paper A.4.1, iii, refers);

iv School of Life and Medical Sciences, 6 August 2018 (Confidential Agenda Paper A.4.1, iv, refers);

v School of Engineering and Technology, 27 June 2018 (Confidential Agenda Paper A.4.1, v, refers);

vi School of Engineering and Technology, 12 July 2018 (Confidential Agenda Paper A.4.1, vi, refers);

vii Hertfordshire Law School, 20 June 2018 (Confidential Agenda Paper A.4.1, vii, refers);

viii School of Computer Science, 4 October 2018 (Confidential Agenda Paper A.4.1,viii, refers).

850.5.2 2018-2019

The Board noted that titles of Programme, Module and Short Course Boards of Examiners and their Chairmen for the Academic Year 2018-2019, approved by the Vice Chancellor, would be noted on 13 March 2019. Agenda Papers A.4.2,i-A.4.2,xii were not received.

850.6 Research Degrees

The Board noted the research degrees awarded during the period 1 June 2018-31 October 2018 (Agenda Paper A.5, refers).

850.7 Research Centres

The Board noted the current Research Centres (Agenda Paper A.6, refers).

850.8 Flexible Credit Framework

The Board noted the most recent version of the Flexible Credit Framework which could be accessed on the Centre for Academic Quality Assurance website at:

http://www.studynet2.herts.ac.uk/ptl/common/ago.nsf/Teaching+Documents?Openview &count=9999&restricttocategory=Guidance+and+Strategy/Flexible+Credit+Framework+(APL+and+Short+Courses)

and that the following sections had been amended since September 2017:

850.8.1 Section 2, short courses guidance (June 2018):

i Appendix 2B - Level 4 SCD template (June 2018);

ii Appendix 2B - Level 5 SCD template (June 2018);

iii Appendix 2B - Level 6 SCD template (June 2018);

iv Appendix 2B - Level 7 SCD template (June 2018);

v Appendix 2B - Non Credit Bearing SCD template (June 2018);

vi Appendix 2C - SCD Instance Form (June 2018);

vii Appendix 2D - SCD Guidance Notes (June 2018);

viii Appendix 2E - SC Evaluation Form (June 2018);

ix Appendix 2F - Accredited SC Periodic Review template (June 2018);

x Appendix 2G - SCD External approval form (June 2018).

850.8.2 APCL recording Form B for Tutor and Board (August 2017).

850.8.3 Accredited Prior Experiential Learning (APEL)

i APEL Form 2 Generic L4 Mapping (April 2018);

ii APEL Form 2 Generic L5 Mapping (April 2018);
iii APEL Form 2 Generic L6 Mapping (April 2018);
iv APEL Form 2 Generic L7 Mapping (April 2018).

850.9 RESEARCH INTEGRITY
The Board noted that an annual statement on Research Integrity would be noted on 13 March 2019.

851 ANNUAL REPORTS

851.1 Boards and Committees of the Academic Board

851.1.1 Academic Standards and Audit Committee
i the Board noted a report of the meetings of the Academic Standards and Audit Committee held on 15 May and 19 June 2018 from Dr F L Haddleton, Director of Academic Quality Assurance, Chair of the Committee.

(Agenda Paper B.1.1.1, refers.)

ii the Board noted the Committee's Annual Report for 2017-2018.

(Agenda Paper B.1.1.2, refers.)

851.1.2 Student Performance Monitoring Group (SPMG)
The Board noted the Student Performance Monitoring Group’s Annual Report for 2017-2018 to the Academic Standards and Audit Committee.

(Confidential Agenda Paper B.1.2, refers.)

851.1.3 Academic Development Committee
i Confidential Agenda Paper B.1.3.1, a report of the meetings held on 2 May and 11 July 2017 from Professor Campbell, Chair of the Committee, was not received.

ii Agenda Paper B.1.3.2, the Committee's Annual Report for 2017-2018, was not received.

851.1.4 Ethics Committee for Studies Involving Human Participants ('Ethics Committee')
i the Board noted a report of the meeting held on 2 May 2018 from Professor W B Hunt, Chair of the Committee.

(Agenda Paper B.1.4.1, refers.)

ii the Board noted the Committee's Annual Report for 2017-2018.

(Confidential Agenda Paper B.1.4.2, refers.)

851.1.5 Recruitment and Admissions Policy Review Committee

851.1.6 Research Degrees Board
The Board noted a report of the meetings held on 3 May and 28 June 2018 from Dr S Grey, Director of the Doctoral College, Chair of the Research Degrees Board.

(Agenda Paper B.1.6, refers.)
851.1.7 Research Committee

i the Board noted a report of the meeting held on 24 May 2018 from Professor Senior, Chair of the Committee.

(Agenda Paper B.1.7.1, reffers.)

ii the Board noted the Committee’s Annual Report for 2017-2018.

(Agenda Paper B.1.7.2, reffers.)

851.1.8 Student Educational Experience Committee

i the Board noted a report of the meetings held on 8 May and 10 July 2018 from Dr Jarvis, Chair of the Committee.

(Agenda Paper B.1.8.1, reffers.)

ii the Board noted that the Committee’s Annual Report for 2017-2018 would be noted on 13 March 2019.

851.1.9 School Academic Committees - Minutes and reports

(Note: access to the following links will be disabled during November 2018 and new links will be provided as soon as they are known.)

The Board noted the most recent Minutes in publication which could be viewed via the following link:
https://www.herts.ac.uk/about-us/governance/academic-board/academic-board-structure

i School of Computer Science
The Annual Report would be noted on 13 March 2019;

ii School of Creative Arts
Annual Report (Agenda Paper B.1.9,ii, reffers);

iii School of Education
Annual Report (Agenda Paper B.1.9,iii, reffers);

iv School of Engineering and Technology
The Annual Report would be noted on 13 March 2019;

v School of Health and Social Work
Annual Report (Agenda Paper B.1.9,v, reffers);

vi Hertfordshire Business School
The Annual Report would be noted on 13 March 2019;

vii School of Humanities
The Annual Report would be noted on 13 March 2019;

viii Hertfordshire Law School
Annual Report (Agenda Paper B.1.9,viii, reffers);

ix School of Life and Medical Sciences
Annual Report (Agenda Paper B.1.9,ix, reffers);
851.2 ANNUAL REPORTS - CENTRES AND UNITS

851.2.1 Record of Annual Reports
The Board noted the record of Annual Reports received by the Board to date.
(Agenda Paper B.2.1, refers.)

851.2.2 Academic and research health
The Board noted an annual statement concerning the academic and research health of Schools for 2017-2018.
(Confidential Agenda Paper B.2.2, refers.)

851.2.3 Dean of Students
Agenda Paper B.2.3, the Annual Report in respect of 2017-2018, was not received.

851.2.4 Student discipline
Confidential Agenda Paper B.2.4, a report from Mrs Ward for the period 2017-2018, was not received.

852 BOARD OF GOVERNORS

852.1 Membership
The Board noted the membership of the Board of Governors as at 1 September 2018.
(Agenda Paper C.1, refers.)

853 POLICY AND REGULATION
There were no items for report.

854 COMMITTEES AND BOARDS OF THE ACADEMIC BOARD

854.1 Committee and Board structures

854.1.1 Animal Welfare and Ethical Review Board
(Agenda Paper E.1.1, refers.)
Minutes published

The Board noted publication of the minutes of the following meetings of boards and committees of the Academic Board:

Academic Development Committee 02.05.2018, 11.07.2018
Academic Standards and Audit Committee 15.05.2018, 19.06.2018, 09.10.2018
HHEC-CQC 19.04.2018, 21.06.2018
Research Committee 24.05.2018
Research Degrees Board 03.04.2018, 28.06.2018
Student Educational Experience Committee 10.07.2018, 02.10.2018

School Academic Committees:

SAC-COM 04.07.2018
SAC-CTA 16.05.2018
SAC-EDU 20.06.2018
SAC-ENT 23.05.2018
SAC-HBS 13.06.2018
SAC-HSK 14.06.2018
SAC-HUM 23.05.2018
SAC-LAW 27.06.2018
SAC-LMS 12.06.2018
SAC-PAM 13.06.2018

SCHOOL STRUCTURES

The Board noted Schools’ current internal structures.

(Confidential Agenda Paper F, refers.)

APPROVED TITLES

The Board noted the latest information provided by Schools in accordance with the requirements of UPR HR01 (‘Approved Titles’), concerning holders of approved titles.

(Confidential Agenda Paper G, refers.)

DESTINATION OF LEAVERS FROM HIGHER EDUCATION – UNIVERSITY OF HERTFORDSHIRE SURVEY RESULTS

The Board noted that the results of the ‘Destination of Leavers from Higher Education’ survey for those graduating in 2016-2017 had been published on-line in the Student Facts and Figures section in the Staff Section of StudyNet at:


CALENDAR OF MEETINGS 2019-2020

The Board noted the calendar of meetings for 2019-2020.

(Agenda Paper J, refers.)
STUDENTS' UNION

There were no matters to report.

MATTERS REPORTED FOR INFORMATION

Senior academic appointments

School of Humanities

Following the retirement from the University of Mr J Ridgman, the Board noted the appointment of Professor A Murphy as Dean of the School of Humanities with effect from 1 September 2018.

Senior professional appointments

i  Head of Equality, Diversity and Inclusion

the Board noted the appointment of Mr S Choudhry as Head of Equality, Diversity and Inclusion with effect from 1 October 2018.

Professorships

The Board noted the following appointments:

i  Dr Y Chen as Professor of Applied Mechanics in the School of Engineering and Technology with effect from 1 September 2018;

ii Dr D Moyal-Sharrock as Professor of Philosophy in the School of Humanities with effect from 1 November 2018;

iii Dr A Murphy as Professor of History in the School of Humanities with effect from 1 September 2018;

iv Dr M Thompson as Professor of Astrophysics in the School of Physics, Astronomy and Mathematics with effect from 1 November 2018.

Emeritus Professorships

The Board noted the appointment of Professor D B Christianson as Emeritus Professor, following his retirement from the University in May 2018.

Schools of Computer Science and Engineering and Technology

The Board noted that a new School would be created, with the activities of the Schools of Computer Science and Engineering and Technology to be organised as constituent departments. The Schools would operate in parallel during 2018-2019 with the new School becoming operational from 2019-2020. Dr R Day had been appointed Dean of the new School with effect from 1 August 2018. In a UHQ message on 19 June 2018, Professor Campbell had paid tribute to the leadership and commitment of Professor W Clocksin, who had stepped down as Dean of the School of Computer Science with effect from 31 July 2018, citing in particular his achievements in the establishment of the new Cyber Security Centre, degree apprenticeships and growth on the online Computer Science degree programme.

Concordat on Openness

The Board noted that the University had signed the Concordat on Openness in Animal Research as part of its commitment to reducing and replacing the use of animals in research and ensuring access to information about the University's research that used animals. The University was one of more than 100 signatories from academia, industry, funding and charitable sectors.
861  EMERGENCY BUSINESS

861.1  Financial and political climate

Minute 861.1 is confidential and available to Members and Officers in Attendance only.

862  SCHEDULE OF MEETINGS - 2018-2019

Wednesday, 13 March 2019;
Wednesday, 26 June 2019;

to be held in the Central Committee Room at 14.00 hours

863  DATE OF NEXT MEETING

Wednesday, 13 March 2018, at 14.00 hours, in the Central Committee Room, MacLaurin Building.

Agenda items should be notified to the Clerk by Wednesday, 20 February 2018. Supporting papers must be lodged with the Clerk by Wednesday, 27 February 2018 (e-mail: j.h.2.allen; Telephone ext 4902).

It will be assumed that all items from the Schools have been submitted with the approval of the relevant Dean of School.