MINUTES OF THE MEETING

PRESENT: Professor Q A McKellar (Chair)

Miss R Shafqat
Professor I G Campbell
Mrs P Carey
Dr K Coppin
Dr D M Ford
Dr T Gilbert
Mrs S C Grant
Dr R L V Southern
Mrs S Harrison-Barker
Mr A Lambert
Dr L Mitchell
Professor A Murphy
Mrs J A Price
Miss A Holloway-Smith
Dr S M Jarvis
Dr S B Kirton
Mr A Lambert
Mrs L Caselles-Vallejo
Ms E Roberts
Professor J M Senior
Ms J St John
Dr L Trodd
Mrs G Ward
Ms A Yip
Mrs J Kelly

IN ATTENDANCE:

Ms K Barton
Dr S Grey
Mrs L Bissessar (item 11)

Dr L Drummond
Mrs L Caselles-Vallejo
Dr F L Haddleton
Mrs H Davidson

APOLOGIES:

Mrs J A Newlan

MEMBERSHIP

The Board noted its membership.

(Agenda Paper 2.1, refers.)

Category 5: ‘Five (5) Deans of School, nominated by the Deans of School for terms of office of three (3) years’

In noting that the term of office of Ms J Kelly would conclude on 31 August 2019 and that this would be the last meeting to be attended by her in this category, the Board thanked Ms Kelly for her contribution to the Board’s work.

Category 9: ‘The President of the Students’ Union or one (1) student nominated by the Trustees of the University of Hertfordshire Students’ Union’

The Board noted the appointment of Miss R Shafqat, President of the Hertfordshire Students’ Union with effect from 1 June 2019, concluding on 31 May 2020, to this membership category and welcomed her to her first meeting.

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

The Board noted the appointment of Miss Amy Holloway-Smith, Vice-President, Education, Students’ Union, whose term of office commences 1 June 2019 and concludes 31 May 2020, to this membership category and welcomed her to her first meeting.

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

The Board noted that the term of office of Mrs B Rahl would conclude on 31 August 2019 and that this would be her last meeting. The Board thanked Mrs Rahl for her contribution to the Board’s work.
891.6 In attendance

891.6.1 The Board noted that Dr L Drummond, Vice-Chair of the Board of Governors, was in attendance. Dr Drummond would succeed Mr R Beazley as Chair of the Board of Governors from 1 September 2019.

891.6.2 The Board also noted attendance by:
   i  Ms I Nisbet, Member of the Board of Governors;
   ii Mrs H Davidson, Head of Corporate Services and Deputy Secretary and Registrar; and
   iii Mrs L Bissessar, Head of Widening Access and Student Success (WASS), for Agenda item 11 (Minute 900, refers).

892 MINUTES – 13 MARCH 2019

The minutes were confirmed and signed.

(Confidential Agenda Paper 3, refers.)

893 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes not taken elsewhere on the Agenda.

894 VICE-CHANCELLOR’S ITEMS FOR REPORT

894.1 Vice-Chancellor’s Monthly Reviews

The Board noted the Vice-Chancellor’s monthly reviews since January 2019 which were published on-line at:

https://herts365.sharepoint.com/sites/Office-of-Vice-Chancellor/SitePages/Latest-news.aspx

894.2 National agenda for Higher Education

894.2.1 In introducing a policy review prepared by Ms T James, Head of Policy, the Vice-Chancellor pointed out the main issues covered in the report: the UK’s exit from the European Union, the Augar Review of Post-18 Education and Funding and the Conservative Party leadership.

894.2.2 How the Brexit process may progress would depend substantially on who would be appointed as Prime Minister following Prime Minister May’s departure. Former Foreign Secretary Rt Hon Boris Johnson MP, one of two candidates still in the race for the Conservative Party leadership, had seemed sympathetic about Higher Education in the past, although this could change after taking office.

894.2.3 The report contained a detailed outline of the recommendations and substance behind the Augar Review, which was published on 30 May 2019. As expected, there was a recommendation to decrease student fees to £7,500 per annum, and for the Government to make up the difference in funding for Universities, however, other pressures faced by HM Treasury called into question their ability to continue making up this difference into the future.
894.2.4 The Review also recommended that adjustments be made to the teaching grant to reflect the reasonable cost of each subject and its social and economic value to taxpayers. There were questions to be answered about how and what data would be used to determine which subjects were considered of benefit. There were concerns that this could result in a detriment to students who wished to study non-Stem subjects if these were considered of less value.

894.2.5 Another recommendation of concern to students was the extension of the student loan repayment period from 30 to 40 years. Research had demonstrated that the top male graduates would benefit the most but that the bottom 7 deciles of female graduates would end up paying more over their lifetime.

894.2.6 As a separate note, it was worth mentioning that as Universities continued to expand as a sector, students entering the University at a lower tariff may be excluded from accessing student loans, as the Government would want to have some certainty as to the capacity for students to repay.

894.2.7 Other recommendations of concern were:

i inflationary increases to be frozen for three further years for Universities. This would mean finding efficiency savings to make up for that inflationary issue;

ii Higher Education capital grant to be diverted to Further Education;

iii discontinuation of financial support for foundation years. This would affect a significant number of students at this University and the potential impact was being investigated;

iv funding for degree apprenticeships to be made available only to students who do not already have a degree. This would curtail the number of students the University would recruit through this route;

v Ofsted to become the lead responsible body for the inspection of the quality of apprenticeships at all levels. The University had recently done a report for Universities UK where it recommended that the Quality Assurance Agency (QAA) take over all overview over degree apprenticeships instead.

(Agenda Paper 5.2.1, refers.)

895 BOARD OF GOVERNORS

895.1 Dr L Mitchell reported on the non-confidential academic issues considered by the Board of Governors since the 13 March 2019 meeting of the Academic Board. Matters considered had included strategic issues of widening access, grade inflation, international strategies, the 2020-2025 Strategic Plan and student recruitment. The Board of Governors routinely noted the minutes of the Academic Board.

Minute 895.2 is confidential and available to Members and Officers in Attendance only.

895.3 The Board received a presentation by Dr Mitchell concerning the role of the member in Category 13 ‘A teacher nominated by the Academic Board to serve as a member of the Board of Governors following election by the academic staff as a whole’. Dr Mitchell was retiring in September and therefore a new elected member would be required for the Board.

895.4 The Board thanked Dr Mitchell for his contribution to Academic Board over the years and wished him the best in his retirement.

(Tabled Paper 6.2, refers)
The Board noted the final version of the Code of Practice for Staff and Output Submission for REF 2021 submitted to Research England.

Professor J M Senior, Pro Vice-Chancellor (Research and Enterprise), drew the Board’s attention to Annex A which listed the consultations made during the drafting phase. Since the last Board’s meeting, there had been a final consultation round during March/April and all comments had been addressed in the final version. A significant amount of comments from the University and College Union (UCU) had also been addressed and included.

The University was now waiting for approval from Research England. Once approved, the Code would determine staff eligibility for the REF2021 submission including research independence and significant responsibility for research (figure 1, page 12 of the Code, refers).

Individual Unit of Assessment review meetings, referred to in paragraph 19, between the Pro Vice-Chancellor (Research and Enterprise), the Associate Dean (Research), the Unit of Assessment Coordinator and the Head of the Research Office to consider all staff associated with each Unit of Assessment had already commenced. After that phase was completed later in the 2019/20 session, the output selection would start and would be conducted according to the process set out in figure 2, page 24 of the Code.

The University’s submission for REF 2021 would be completed for submission in November 2020. Current expectations were that around 350 staff would be part of the submission, which represented a 50 per cent increase from the last REF exercise. An increase in the quality of the submission was very likely. This had been partly assisted by the change in process, but also because more FTE had been dedicated to research and because staff had increased the quality of outputs they had produced.

The Board received a report from Professor I G Campbell, Deputy Vice-Chancellor, concerning progress with the preparations for a new Strategic Plan 2020-2025.

Professor Campbell highlighted that the proposed purpose/vision for the University may be articulated as follows: ‘The University of Hertfordshire transforms lives by offering opportunity, community and flexibility delivered through our education and student experience, our research, our enterprise and our global engagement activities underpinned by our values’.

The purpose of transforming lives had landed well with staff, with healthy debate happening around it. The next step included defining what opportunity, community and flexibility meant and developing objectives for the different strands within the Strategic Plan.

The Board noted that work was continuing and that the Strategic Plan would be presented for approval by the Board of Governors on 16 July 2019.

The Board received a report from Dr S M Jarvis, Pro Vice-Chancellor (Education and Student Experience) containing an update on the following matters:
898.2 **Academic Quality Review**

Part One of the review would conclude in July 2019 and would agree the scope for part Two, which would take place next year.

898.3 **Student voice**

898.3.1 Dr Jarvis stressed to the Board that hearing from the students themselves was extremely important to the University. However, response rates had been disappointing, and it was difficult to get the timing of surveys right. Dr Jarvis highlighted that despite the low response rates, the quality of the responses had been generally very high, detailed and professional, and therefore very useful.

898.3.2 Changes were being recommended to respond to staff and student concerns about over-surveying, and to use surveys in a more focused way. A risk-based approach was proposed and had already been agreed by the Chief Executive Group (CEG).

898.3.3 The changes were expected to achieve better engagement from students by gathering feedback in more informal settings: canvas discussions, in-class conversations, and also through the Student Union and their student representatives. The more formal surveys would then occur at the end of the modules, when students did no longer feel that their responses could influence their results. All modules would be surveyed on a cyclical basis, once every two or three years, unless something triggered the need for earlier action and more intense monitoring.

898.3.4 Miss R Shafqat, President of the Hertfordshire Students Union (HSU), advised that the HSU was very impressed with how the University really wanted to hear the Student Voice, but expressed concerns about the proposal to survey modules only every two or three years. Dr Jarvis clarified that while this would be the case for modules that had consistently shown to be working effectively, this did not mean that modules would not be monitored in the interim. Apart from the additional (non-survey) mechanisms for gathering in-module feedback, any other aspects of the module, such as student attendance levels, engagement with online resources, student attainment, etc. that could give cause for concern would trigger further immediate action.

898.3.5 The Board **resolved** that the changes proposed for module feedback mechanisms be approved.

898.4 **Data for learning**

The data for learning working group was continuing its work looking at ways to utilise data to improve students' experiences and outcomes. The group expected to run a pilot of a learner analytics dashboard next year.

898.5 **Timetable review**

Early stages of the review had identified large gaps in students' timetables and late changes as the main issues for students. The group was now trying to identify best practice around the sector.

898.6 **Learning and Teaching conference**

This year the conference's theme had been ‘Student-Staff Partnerships’. The conference had been well attended and had included key notes by K Clark (Learning and Teaching specialist in LTIC) and J Jarvis (Professor of Educational Practice in the School of Education). A theatrical representation of real stories of BAME students in higher education by Acting students from the University of London had also been a feature this year.

(Confidential Agenda Paper 9.1, refers.)
Dr Jarvis advised the Board that there was currently an element of uncertainty regarding TEF. The sector was awaiting both the outcome of the Independent Review into TEF, due to be completed during summer 2019, and the outcome of the second subject level TEF pilot. The Government intended to consider the recommendations from the independent review before the implementation of subject-level TEF for 2020-2021.

The Board received a report compiled by Ms C Rendell, Deputy Director Academic Quality Assurance, analysing the results of the ‘Individual Lecturer Questions’ for Semester B and AB combined for 2018-2019.

Dr S Jarvis spoke to the report and advised that while the response rates were lower than was desirable the quality of the comments received was very high and very professional. The report contained a selection of comments, which set up the strong themes for what students found most helpful about what the University did, how they were taught and what the University may do to develop them as students.

The Board noted that students at level 7 remained the most satisfied and that Question 3 ‘the above member of staff is knowledgeable about their subject’, was the highest scoring question. The score for Question 2, ‘the above member of staff made the subject interesting’, remained the lowest score of the three questions for the University overall.

In discussing the results of the ‘Individual Lecturer Questions’, the Board acknowledged that sometimes happy students were not motivated to fill in the questionnaires and that context was also important. However, the fact that in some cases a quarter of students did not find the lectures interesting remained a worrying point.

(Confidential Agenda Paper 9.3, refers)

The Board received the Access and Participation Plan 2020-21 to 2024-25, which detailed the targets the University had set for the five-year period. The Office for Students (OfS) would evaluate the University’s progress against these targets each year.

The Board noted that the University had set some challenging targets, including a generalised 50% reduction in the good degree attainment gap between BAME and White students and the elimination of the non-continuation gap across all categories of students. It was also worth noting that the Access and Participation Plan included students at Collaborative Partners as well as at the University.

(Confidential Agenda Paper 10, refers)

The Board noted the Universities UK report on BAME student attainment at UK Universities, which is available at the following link:

Board members participated in an interactive session led by Dr S M Jarvis and Mrs L Bissessar, Head of Widening Access and Student Success (WASS), concerning the attainment gap in respect of students from a BAME background.

Mrs Bissessar introduced the session by describing the purpose of the Access and Participation Plan. She highlighted that setting and achieving targets under the plan was a condition of registration with the OfS and would determine the University's ability to charge higher student fees.

Mrs Bissessar acknowledged the University was doing well in many areas, however, one of the biggest issues was the BAME attainment gap so this would be the centre of the University’s approach over the next 5 years. In particular, the biggest gap was found with black students.

Efforts to reduce the attainment gap would need to include engaging our students, challenging assumptions (e.g. expectations that individuals from specific backgrounds would behave in a specific way) and having conversations about race.

Board members were asked to form groups and discuss the questions ‘what does acting in your sphere of influence mean to you? What difference can you make?’ and then ‘what does the University need to do to enable you to achieve this?’.

Members shared concrete ideas that could be implemented in their immediate work areas with various degrees of impact across the University but also acknowledged that every individual needed to act within themselves, looking at their own behaviour, taking ownership and educating themselves. This also meant the need to call others out on their behaviours.

Mrs S C Grant, University Secretary and Registrar, recommended two books on the topic for the members’ consideration:


(Confidential Agenda Paper 11.2, refers – including PowerPoint presentation)

STANDING WORKING PARTY ON UNIVERSITY POLICIES AND REGULATIONS (UPRs)

Mrs Grant explained that the Standing Working Party on UPRs met on a regular basis to consider proposed changes to academic UPRs requiring approval of the Board through the recommendations of its constituent committees/boards. The process allowed for consistency across the UPRs. The Standing Working Party was authorised to approve changes for clarification; any other changes were referred to the Academic Board for approval.

UPR AS14 – ‘Structure and Assessment Regulations – Undergraduate and Taught Postgraduate Programmes’

On the recommendation of the Academic Standards and Audit Committee (ASAC), the Board approved, with effect from 1 September 2019, revisions to UPR AS14 Appendix III, ‘Assessment Offences’.

UPR AS12 – ‘Assessments and Examinations (Undergraduate and Taught Postgraduate) and Conferments (University and UK)’

On the recommendation of the Academic Standards and Audit Committee (ASAC), the Board approved, with effect from 1 September 2019, revisions to UPR AS12 Appendix I, ‘Regulations for Candidates (Including Requests for the Review of Assessment Decisions (Appeals Procedure)) (University-Delivered Provision)’ in respect of section 4,i,g, regarding penalties for late submission of coursework.
901.4 **Student Suspension of Studies Regulations**

On the recommendation of the Standing Working Party on UPRs, the Board approved a new UPR titled ‘Student Suspension of Studies Regulations’, previously a guidance note, for implementation with effect from 1 September 2019.

901.5 **UPR SA14 - ‘Student Withdrawal Regulations’**

On the recommendation of the Standing Working Party on UPRs, the Board approved, with effect from 1 September 2019, amendments to section 2e of UPR SA14 ‘Student Withdrawal Regulations’ to provide more clarity and equity with respect to the dates by which if a student withdrew, the module/s that they studied were considered to be failed.

901.6 **School Academic Committees (SACs)**

901.6.1 The Board noted that School Academic Committees (SACs) were being reviewed and, following consultation with academic Schools, it was expected that SACs would become School-based committees chaired by an Associate Dean of School outside of the Academic Board structure. These committees would cover School-level academic, learning & teaching and research matters and report annually to the Academic Board via the School Annual Reports.

901.6.2 Final recommendations resulting from the review were subject to the outcome of the StAR (Student Administration) and Academic Quality reviews.

901.6.3 The Board approved for work to be progressed over the summer period as described and authorised Chair’s action to be taken following the outcome of the StAR and Academic Quality reviews.

902 **AWARD CEREMONIES**

902.1 The Board noted the schedule of Awards Ceremonies to take place at St Albans Abbey from Monday 2 September 2019 to Tuesday 10 September 2019 which would include information on those receiving honorary awards.

902.2 The Board also noted that two further Awards Ceremonies would take place on Saturday 7 December 2019 and Saturday 14 December 2019 at the Weston Auditorium, University of Hertfordshire, de Havilland Campus.

(Agenda Paper 13.1, refers.)

903 **ANNUAL REPORT TO THE BOARD OF GOVERNORS 2018-19**

The Board approved the draft Annual Report to the Board of Governors.

(Agenda Paper 14, refers.)

904 **AGENDA - PART II**

The Board noted and approved Part II of the Agenda (Minutes 905-913, refer).
The Board noted the conclusions and recommendations of reports, for the period 16 January 2019 to 6 June 2019 in respect of new and reviewed/revalidated programmes, confirmed by the Chair of the Student Educational Experience Committee (formerly Academic Quality Enhancement Committee) and ratified by the Vice-Chancellor:

<table>
<thead>
<tr>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Chair of SEEC</th>
<th>Date ratified by Vice Chancellor on behalf of Academic Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>905.1.1</td>
<td>ECUAEWM BSc (Hons) Engineering with Management (Top-Up), UCSA</td>
<td>29/03/2019</td>
<td>02/04/2019</td>
</tr>
<tr>
<td>905.1.2</td>
<td>CMCSM New award title - MSc Data Science and Analytics and amended title - MSc Artificial Intelligence and Robotics</td>
<td>15/04/2019</td>
<td>16/04/2019</td>
</tr>
<tr>
<td>905.1.3</td>
<td>CMCSM MSc Computer Science (Modular) - Advanced Research Titles</td>
<td>22/05/2019</td>
<td>24/05/2019</td>
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</table>

Programmes reviewed / revalidated

<table>
<thead>
<tr>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Chairperson of SEEC</th>
<th>Date ratified by Vice Chancellor on behalf of Academic Board</th>
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<tbody>
<tr>
<td>905.1.4</td>
<td>EIMASTE MSc Modular Masters in Electronics</td>
<td>14/03/2019</td>
<td>18/03/2019</td>
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<tr>
<td>905.1.5</td>
<td>ENENGMSC General Transition Masters in Engineering (Electronics courses only)</td>
<td>29/03/2019</td>
<td>02/04/2019</td>
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Programmes reviewed / revalidated

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>905.1.7</td>
<td>HHNUR and HHMNUR BSc (Hons) and MSc Nursing</td>
<td>29/04/2019</td>
<td>30/04/2019</td>
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Programmes reviewed / revalidated

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<tr>
<th>Programme Code</th>
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<tbody>
<tr>
<td>905.1.8</td>
<td>LMSSPSY BSc (Hons) Sports Studies with Psychology</td>
<td>29/05/2019</td>
<td>29/05/2019</td>
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<tr>
<td>905.1.9</td>
<td>LMOSPAP PGDip Pharmacy (OSPAP)</td>
<td>14/02/2019</td>
<td>18/02/2019</td>
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<tr>
<td>905.1.10</td>
<td>HHMPHA MPharm</td>
<td>20/02/2019</td>
<td>21/02/2019</td>
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Programmes reviewed / revalidated

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<th>Programme Code</th>
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<tbody>
<tr>
<td>905.1.11</td>
<td>EDMHDES MA/MSc Educational Studies, Mary Hare</td>
<td>09/05/2019</td>
<td>10/05/2019</td>
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### Hertfordshire Business School

#### New Programmes

<table>
<thead>
<tr>
<th>Programme Code</th>
<th>Programme Title</th>
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<th>Date confirmed by Chair of ADC</th>
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<tbody>
<tr>
<td>905.1.12</td>
<td>BSDAPSM MSc Public Service Management</td>
<td>15/04/2019</td>
<td>16/04/2019</td>
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<tr>
<td>905.1.13</td>
<td>BSITHEAR MSc Tourism, Hospitality and Event Management with Advanced Research</td>
<td>14/05/2019</td>
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<tr>
<td>905.1.14</td>
<td>BSFIBAR MSc Finance and Investment Banking with Advanced Research</td>
<td>14/05/2019</td>
<td>15/05/2019</td>
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<tr>
<td>905.1.15</td>
<td>BSMIBAR MSc International Business with Advanced Research</td>
<td>14/05/2019</td>
<td>15/05/2019</td>
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<tr>
<td>905.1.16</td>
<td>BSISF Finance - INTI Sabah</td>
<td>09/05/2019</td>
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#### Programmes reviewed / revalidated

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<th>Programme Code</th>
<th>Programme Title</th>
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<tr>
<td>905.1.17</td>
<td>BSISJAF/BSIPEAF/BSISBAF Accounting and Finance - INTI Subang, Penang, Sabah</td>
<td>09/05/2019</td>
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<tr>
<td>905.1.18</td>
<td>BSISJF Finance - INTI Subang</td>
<td>09/05/2019</td>
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### Hertfordshire Law School

#### New Programmes

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<th>Programme Title</th>
<th>Date confirmed by Chair of ADC</th>
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<tr>
<td>905.1.19</td>
<td>LLB SDL LLB (Supported Distance Learning)</td>
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### School of Humanities

#### New Programmes/Subject Fields

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<th>Programme Code</th>
<th>Programme Title</th>
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<tr>
<td>905.1.20</td>
<td>HEJMCM MA Journalism and Media Communications (revision to programme to include Sandwich and Advanced Research routes)</td>
<td>14/05/2019</td>
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</table>

### School of Creative Arts

#### Programmes/ Courses/ Courses Instances (CIs) withdrawn

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<thead>
<tr>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Chair of ADC</th>
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<tbody>
<tr>
<td>905.2.1</td>
<td>CTSADM Postgraduate Programme Art and Design -IDI (FULL TIME route ONLY CLOSING)</td>
<td>28/02/2019</td>
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<tr>
<td>905.2.2</td>
<td>CTSGD BA Hons Graphic Design and Illustration-IDI (FULL TIME AND ACCELERATED ROUTES ONLY CLOSING)</td>
<td>28/02/2019</td>
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<tr>
<td>905.2.3</td>
<td>CTSIAD BA Hons Interior Architecture and Design- IDI (FULL TIME AND ACCELERATED ROUTES ONLY CLOSING)</td>
<td>28/02/2019</td>
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<tr>
<td>905.2.4</td>
<td>CTPH BA Hons Photography - IDI (FULL programme withdrawal)</td>
<td>28/02/2019</td>
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<td>905.2.5</td>
<td>CTSFA BA Hons Fine Art- IDI (FULL programme withdrawal)</td>
<td>28/02/2019</td>
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<tr>
<td>Programme Code</td>
<td>Programme Title</td>
<td>Date confirmed by Dean of School</td>
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<tr>
<td><strong>School of Engineering and Computer Science</strong></td>
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<tr>
<td><strong>Programmes/ Courses/ Courses Instances (CIs) withdrawn</strong></td>
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<tr>
<td>905.2.6</td>
<td>ENENGEMSC General Transition Masters in Engineering (Electronics and Electrical)</td>
<td>25/03/2019</td>
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<td><strong>Programmes suspended</strong></td>
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<td>905.2.7</td>
<td>EIEF Extended Degree Engineering and Technology at North Herts College (for Sept 2018 intake)</td>
<td>26/09/2018</td>
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<tr>
<td>905.2.8</td>
<td>EIEF Initial Year Engineering and Technology at NHC (for Sept 2019 intake)</td>
<td>25/04/2019</td>
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<td>905.2.9</td>
<td>ENWEPTME/ENWETOS MSc Engineering and Technology online</td>
<td>25/03/2019</td>
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<tr>
<td>905.2.10</td>
<td>TCFDCT Foundation Degree Computing Technologies - Web Based Tech</td>
<td>12/04/2019</td>
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<tr>
<td>905.2.11</td>
<td>TCFDCT Foundation Degree Computing Technologies - Web Based Tech - North Herts College</td>
<td>12/04/2019</td>
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<tr>
<td><strong>School of Health and Social Work</strong></td>
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<tr>
<td><strong>Programmes/ Courses/ Courses Instances withdrawn</strong></td>
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<tr>
<td>905.2.12</td>
<td>HHDIETM MSc Dietetics (Advanced Practice)</td>
<td>28/03/2019</td>
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<tr>
<td>905.2.13</td>
<td>HHCONMAL BSc (Hons) Contemporary Nursing, Malaysia</td>
<td>02/05/2019</td>
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<tr>
<td>905.2.14</td>
<td>HHPSCCPGC PgCert Patient Assessment and Management</td>
<td>09/05/2019</td>
</tr>
<tr>
<td><strong>Hertfordshire Business School</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>Programmes/ Courses/ Courses Instances (CIs) withdrawn</strong></td>
<td></td>
<td></td>
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<tr>
<td>905.2.15</td>
<td>BSIMGTD BA (Hons) International Management</td>
<td>10/04/2019</td>
</tr>
<tr>
<td>905.2.16</td>
<td>BSAFM MSc Accounting and Financial Management (SEMB)</td>
<td>04/04/2019</td>
</tr>
<tr>
<td><strong>Hertfordshire Law School</strong></td>
<td></td>
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<tr>
<td><strong>Programmes/ Courses/ Courses Instances withdrawn</strong></td>
<td></td>
<td></td>
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<tr>
<td>905.2.17</td>
<td>LALLB LLB (Hons) (Course Instances)</td>
<td>11/02/2019</td>
</tr>
<tr>
<td><strong>School of Life and Medical Science</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Programmes suspended</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>905.2.18</td>
<td>LMIYMSMT / LMIYSPS Initial Year for Extended Degree Science- Mathematics / Physical Sciences - WHC</td>
<td>02/04/2019</td>
</tr>
</tbody>
</table>

(Confidential Agenda Paper A.1, refers.)
905.3 **External examiners**

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

(Confidential Agenda Paper A.2, refers.)

905.4 **Boards of Examiners - 2018-2019**

The Board noted amendments in respect of chairmanship of Boards of Examiners for the Academic Year 2018-2019 approved by the Vice Chancellor:

905.4.1 School of Education (Confidential Agenda Paper A.3.1.1, refers);
905.4.2 School of Health and Social Work (Confidential Agenda Paper A.3.1.2, refers);
905.4.3 School of Engineering and Computer Science (Confidential Agenda Paper A.3.1.3, refers);
905.4.4 School of Life and Medical Sciences (Confidential Agenda Paper A.3.1.4, refers);

and extraordinary Examination Boards and their Chairmen approved by the Vice Chancellor:

905.4.5 School of Life and Medical Sciences (Confidential Agenda Paper A.3.2.1, refers).

905.5 **Research Degrees**

The Board noted the research degrees awarded during the period 1 February 2019 to 31 May 2019.

(Agenda Paper A.4, refers.)

905.6 **Research Centres**

The Board noted the current Research Centres.

(Agenda Paper A.5, refers.)

905.7 **Research integrity**

The Board noted the new annual statement on Research Integrity amended in November 2018:

[https://www.herts.ac.uk/research/research-management/ethics-and-research-integrity](https://www.herts.ac.uk/research/research-management/ethics-and-research-integrity)

906 **ANNUAL REPORTS**

906.1 **Record of Annual Reports**

The Board noted the record of Annual Reports received by the Board to date.

(Agenda Paper B.1, refers.)

906.2 **Health and Safety**

The Board noted that the Annual Report of the Director of Health, Safety and Workplace Wellbeing, Ms M Kanwar, for the period 2017-18 would be noted by the Board on 20 November 2019.

907 **BOARD OF GOVERNORS**

The Board noted that there were no items for report.
POLICY AND REGULATION

The Board noted that there were no items for report.

COMMITTEES AND BOARDS OF THE ACADEMIC BOARD

Committee and Board structures

Animal Welfare and Ethical Review Body

The Board noted amendments to the composition of the Animal Welfare and Ethical Review Body approved by the Vice-Chancellor on 18 February 2019 (2019-03-01-Constitution).

(Confidential Agenda Paper E.1.1, refers.)

Standing Working Party of University Policies and Regulations (UPRs)

The Board noted amendments to the composition approved by the Vice-Chancellor on 9 May 2019 (2019-06-01-Constitution).

(Confidential Agenda Paper E.1.2, 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 28.11.2018, 30.01.2019, 20.03.2019
Academic Standards and Audit Committee 29.01.2019, 19.03.2019, 07.05.2019
Ethics 13.02.2019, 01.05.2019
HHEC-CQC 31.01.2019, 04.04.2019
Research Committee 23.5.2019
Research Degrees Board 17.01.2019, 07.03.2019, 02.05.2019

School Academic Committees:

SAC-CTA 06.03.2019
SAC-ECS 20.03.2019
SAC-EDU 27.02.2019
SAC-HBS 13.02.2019
SAC-HSK 07.03.2019
SAC-HUM 27.02.2019
SAC-LAW 06.02.2019
SAC-LMS 12.02.2019
SAC-PAM 13.03.2019

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.)

STUDENTS’ UNION

The Board noted the appointment of sabbatical officers with effect from 2 June 2019, concluding 1 June 2020:

President: Rida Shafqat
Vice-President Activities: Muhammad Sajid
Vice-President Community: Farhan Rafique
Vice-President Education: Amy Holloway-Smith

MATTERS REPORTED FOR INFORMATION

Senior academic appointments

The Board noted the appointment of Professor J R Adler as Head of Department Psychology and Sports Sciences and Professor of Forensic Psychology in the School of Life and Medical Sciences with effect from 1 May 2019.

Senior professional appointments

The Board noted the following appointments in Marketing and Communications:

i  S Kelly as Head of Communications with effect from 20 May 2019.
ii  B Campbell as Head of Insight and Digital with effect from 30 April 2019.
iii  K Chater as Head of Student Recruitment with effect from 13 May 2019.

Professorships

The Board noted the following appointments:

i  Dr Michael Page as Professor of Cognitive Psychology in the School of Life and Medical Sciences with effect from 1 May 2019.
ii  Dr Naomi Fineberg as Professor of Psychiatry in the School of Life and Medical Sciences with effect from 1 June 2019.

EMERGENCY BUSINESS

Changes in the Department of History, School of Humanities

Minute 914.1 is confidential and available to Members and Officers in Attendance only.

SCHEDULE OF MEETINGS – 2019-2020

Wednesday, 20 November 2019;
Wednesday, 11 March 2020;
Wednesday, 24 June 2020;

to be held in the Central Committee Room at 14.00 hours.
DATE OF NEXT MEETING

Wednesday, 20 November 2019, at 14.00 hours, in the Central Committee Room, MacLaurin Building.

Agenda items should be notified to the Clerk by Wednesday, 30 October 2019. Supporting papers must be lodged with the Clerk by Wednesday, 6 November 2019 (e-mail: l.caselles-vallejo@herts.ac.uk; Telephone ext 1254).

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