1 NEW DECLARATIONS OF INTEREST, IF ANY

There were no new declarations of interest.

2 MEMBERSHIP

2.1 The Committee noted changes to its membership in the following categories:

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

Karthik Bonkur, President of the Hertfordshire Students’ Union (HSU), had joined the Committee in this membership category with a term of office ending on 9 July 2021.

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

Saad Raees, HSU’s Vice-President Education, had joined the Committee in this membership category with a term of office ending on 9 July 2021.

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

Bradley Johnson was leaving the University to pursue other professional opportunities. Elections would be held to fill the resulting vacancy.

2.1.4 Category 12: Eight (8) members of the academic staff elected by the academic staff

Ray Wilkinson, Dr Aarthi Ramlaul and Dr Michael Callan had joined the Committee in this membership category with a term of office ending on 31 August 2023.

2.2 The Committee further noted that members of the Board of Governors Isabel Nisbet, Dr Dipti Amin and Rupa Patel were in attendance as observers. Professor Helen Barefoot would also be in attendance for item 15.

(Agenda Paper 3, refers.)
3 MINUTES - 24 JUNE 2020

The Minutes of the meeting of 24 June 2020 were confirmed as an accurate record of the business conducted.

(Confidential Agenda Paper 4, refers.)

VICE-CHANCELLOR’S ITEM FOR REPORT

4 MATTERS ARISING FROM THE MINUTES

There were no matters arising that were not being taken elsewhere on the agenda.

5 NATIONAL AGENDA FOR HIGHER EDUCATION

5.1 The Board received an oral report from the Vice-Chancellor on the issues currently facing the Higher Education sector.

5.2 The Board was apprised of activities taking place at the University in connection with the end of term and voluntary asymptomatic testing for students. It was expected that a similar process would be conducted upon students’ return to campus after the Christmas break.

5.3 The Vice-Chancellor also updated the Board on the Fair Admissions Review by Universities UK, which he had chaired.

5.4 The Review had made a number of recommendations:

- the ending of ‘conditional unconditional’ offers;
- guidance on the acceptable use of unconditional offers;
- a new code of practice to maintain standards;
- greater transparency, consistency, and standard indicators to support contextual offer-making;
- and a proposed switch to post-qualifications admissions (PQA) – where applicants expressed interest in universities, and offers were made to applicants after they had achieved their qualifications.

(CLERK’S NOTE: The Fair Admissions Review is available online at: https://www.universitiesuk.ac.uk/policy-and-analysis/reports/Documents/2020/uuk-fair-admissions-review.pdf)

5.5 The switch to a PQA system would require a much more fundamental change. For example, students may need to start in January to accommodate the new admissions process, and would only come into operation from 2023, subject to full consultation.

6 ANY OTHER MATTERS FOR REPORT BY THE VICE-CHANCELLOR

The Committee congratulated Professors Julie Newlan and Frank Haddleton on their recent professorship appointments.

BOARD OF GOVERNORS

7 ITEMS FOR REPORT FROM THE BOARD OF GOVERNORS

7.1 The Board received an oral report from Dr Theo Gilbert on items of particular interest to the Academic Board discussed at meetings of the Board of Governors (BoG).

7.2 The Board noted that the BoG had received an update on actions arising from the previous year’s National Student Survey (NSS) results; reviewed the Strategic Plan 2020-2025 and agreed some revisions of the Key Performance Indicators in response to the coronavirus pandemic; signed off the budget for 2020-21; and agreed to adopt the latest Higher Education Code of Governance.
RECRUITMENT

8 UPDATE ON RECRUITMENT

8.1 The Board received a report from the Director of Marketing, Jo Stuart, on recruitment.

8.2 The Board acknowledged the hard work from colleagues and volunteers on putting together a remote Clearing operation this year.

*Item 8.3 is confidential and available to members and officers in attendance only.*

(Confidential Agenda Paper 9, refers.)

RESEARCH

9 RESEARCH EXCELLENCE FRAMEWORK 2021

9.1 The Committee received an oral report from the Pro Vice-Chancellor (Research and Enterprise), Professor John Senior, on the Research Excellence Framework (REF) 2021.

9.2 The Committee was reminded that the deadline for submission for REF 2021 had been delayed from November 2020 to 31 March 2021 due to the coronavirus pandemic. Whilst this date was being reconsidered this month, it was not expected to change.

9.3 In respect of preparations for the REF 2021 submission, the Committee noted that a third mock exercise had been completed in May 2020. Decisions on outputs had not yet been made, however, there was a pool of outputs to select from.

9.4 Over the summer, colleagues had been working on the impact case studies. Feedback had been gathered through an internal review process and was being used to strengthen them. Due to the pandemic, the end date for the development of impact had been shifted from July to December 2020, and colleagues were using that extra time to keep developing the impact and gathering evidence.

9.5 Also over the summer, colleagues had been developing the research environment statement for each unit of assessment. Feedback from external reviewers was now being used to improve the environment statements further.

9.6 The Committee also noted that final decisions on outputs would be made following a series of meetings with each unit of assessment coordinator and relevant Deans of School. The University was on target for the submission date of 31 March 2021.

10 UKRI COVID-19 GRANT EXTENSION ALLOCATION

10.1 The Committee received an oral report from the Pro Vice-Chancellor (Research and Enterprise), Professor John Senior, on the UKRI Covid-19 grant extension allocation.

10.2 The Committee noted that the aim of the UKRI COVID-19 Grant Extension Allocation (CoA) was to provide organisations with resources to sustain UKRI grant-funded research, research and technical staff and research infrastructures during the period of pandemic disruption and its immediate aftermath. Its objective was to ensure that UKRI grant outcomes continued to be met, and the value of its grant investments continued to be realised; and to sustain grant-funded, research skills and capability of UK organisations that would be needed to underpin the post-pandemic, national recovery.

*Minute 10.3 is confidential and available to members and officers in attendance only.*

10.4 Once the University had received its allocation, a governance group had been formed and eligible grant holders had been asked to make applications for an extension. Typically, grants had been able to be extended for a period of up to 6 months.
EDUCATION AND STUDENT EXPERIENCE

11 REPORT FROM THE DEPUTY VICE-CHANCELLOR - ACADEMIC PORTFOLIO REVIEW

11.1 The Board received an oral report from the Deputy Vice-Chancellor, Professor Matthew Weait, on the Academic Portfolio Review.

11.2 The Board noted that portfolio review meetings had taken place for all but one School, which would have their meeting the following week.

11.3 The meetings had been a comprehensive evaluation of all academic programmes in each School regarding recruitment, retention, NSS performance, percentage of good degrees, the awarding gap, etc. As a result of the meetings, a number of recommendations had been made regarding both potential new programmes and options for those programmes where there was a sustained record of poor performance.

11.4 The Board noted a need for more comprehensive and granular data to enhance evidence-based decision-making in the development of the University’s portfolio. This may require engaging the services of research and consultancy. The Deputy Vice-Chancellor was working with colleagues to create a more integrated and comprehensive planning framework, in which portfolio review was just one element, to enable the University to be more agile and responsive to the market.

12 REPORT FROM THE PRO VICE-CHANCELLOR (EDUCATION AND STUDENT EXPERIENCE)

12.1 The Board received an oral report from the Pro Vice-Chancellor (Education and Student Experience), Dr Mairi Watson.

12.2 The Board noted that the plan had been to deliver blended learning experience through both online and face-to-face teaching during Semesters A and B. Positive feedback had been received from students regarding their experience during Semester A. However, since the start of term, provisions had had to be made in response to the second national lockdown and to accommodate the asymptomatic testing programme to enable students to travel during the Christmas period. As part of the end of semester plans, half of Schools would move to online learning from Monday, 30 November, with the remainder of Schools following a week later.

12.3 The Board also noted a new KPI on blended flexible learning had been approved by the Board of Governors. The new KPI would measure the flexible delivery of programmes by 2025 and would take the form of a University wide project. The project was in draft form and had five key components to it:

• student experience;
• student journey;
• staff experience and working environment;
• learning environments; and
• teaching and learning.

12.4 A review of the onboarding and induction experience for students was also underway as part of the new KPI project.

National Student Survey 2020

12.5 Regarding the results of the National Student Survey (NSS) 2020, the Board noted that the University had performed above sector overall in academic support, learning resources, learning community and student voice.

12.6 Areas where there remained a gap between the University and the sector were being addressed with the staged approach to the Annual Action Plans and the annual monitoring process.
12.7 Looking forward to NSS 2021, the University had the option of not promoting the survey, however, a decision had been made to promote it, as it was the only chance to gather data that was comparable to other institutions across the sector.

**Postgraduate Taught Experience Survey 2020**

12.8 Since the last meeting of the Board, the University had also received the results of the Postgraduate Taught Experience Survey (PTES) 2020.

12.9 The University had performed less well this time in overall student satisfaction; however, results had still fallen within the upper quartile of participating institutions across the sector in teaching, engagement, assessment, resources and skills, which was very positive. It was acknowledged that because of the timing of the survey, the response rate had been particularly low and, therefore, the conclusions that could be drawn from the Survey were limited.

12.10 It was agreed that the Clerk would circulate a summary of the NSS and PTES 2020 results to members after the meeting.

(Additional Agenda Paper 13, refers.)

**Hertfordshire Students’ Union survey on online learning**

12.11 The Board noted that the Hertfordshire Students’ Union (HSU) had surveyed students about their experience of online learning during the preceding few months.

12.12 HSU’s survey had revealed that the vast majority of students were engaging in and were enthusiastic about the way in which the University had conducted blended learning.

12.13 HSU’s report was very thorough and presented data by School. Schools were encouraged to look at the report and consider the significance of the survey results for them.

12.14 It was also worth noting that HSU’s report had highlighted the increasing importance of the Personal Tutoring Framework and the engagement of staff with the guided learner journey.

12.15 In response to a member’s concern that easier access to asynchronous delivery of teaching made it difficult to manage students’ attendance, the Pro Vice-Chancellor (Education and Student Experience) pointed out that there was a new engagement policy reflecting that attendance was only one aspect when determining if students were participating in learning opportunities. The new engagement policy formed appendix I to UPR SA06 ‘Student Attendance Regulations’ and could be accessed via the University website at the following link:


13 **ACADEMIC YEAR CALENDAR 2021-2022**

The Board considered and approved the Academic Year Calendar 2021-2022.

(Confidential Agenda Paper 14, refers.)

14 **BLACK, ASIAN AND MINORITY ETHNIC STUDENTS: ATTAINMENT GAP**

14.1 The Board received a report from the Deputy Director of the Learning and Teaching Innovation Centre, Professor Helen Barefoot, on the Institutional BAME Action Plan (IBAP), which had been launched in September 2020.

14.2 The Board was reminded that it was a University KPI and Access and Participation Plan (APP) target to reduce the awarding gap by 50% by 2025.
14.3 The Board noted the recommendations resulting from an internal audit exercise on the University’s approach to addressing the awarding gap and the measures taken to address them. It was acknowledged that the audit had nonetheless found a “substantial level of assurance” in respect of the adequacy and effectiveness of the controls already in place.

*Minutes 14.4 and 14.5 are confidential and available to members and officers in attendance only.*

(Confidential Agenda Paper 15, refers.)

15 **REPORT FROM THE DEAN OF STUDENTS**

*Minute 15 is confidential and available to members and officers in attendance only.*

**OTHER MATTERS**

16 **CONSIDERATION OF UH ADOPTION OF IHRA DEFINITION OF ANTISEMITISM**

16.1 The Board considered a report from the Director of Legal and Compliance Services and University Solicitor, Alex Hall, regarding the possible adoption by the University of the International Holocaust Remembrance Alliance’s (IHRA) definition of antisemitism.

16.2 The report, which was to be considered by the Board of Governors at their upcoming meeting, contained a summary of the different options available to the University, from fully adopting the IHRA definition, to adopting the definition with caveats, not adopting the definition or postponing any decision at present.

16.3 Members discussed the merits of each of the options presented, and a wide range of opinions were articulated. Concerns were expressed both regarding the University’s duty to preserve the right to freedom of speech and the risk to the institution being branded antisemitic. Members agreed that University policies were robust around this issue while preserving freedom of speech, however, often requests for information elicited a yes or no answer and, at the moment, the answer to the question ‘has the University adopted the IHRA definition of antisemitism’ was no.

16.4 The Board agreed that it would not select a particular option for recommendation to the Board of Governors as consensus had not been achieved.

(Confidential Agenda Paper 17, refers.)

17 **CLERK’S REPORT**

No indications that Members wished to comment on any item in the Clerk’s report had been received and therefore the report was taken as noted and approved.

(Confidential Agenda Paper 18 and Minutes 18-36, refer.)

18 **ACADEMIC QUALITY**

18.1 **New, reviewed and revalidated programmes**

The Board noted the conclusions and recommendations of reports, for the period 11 June – 4 November 2020 in respect of new and reviewed/revalidated programmes, confirmed by the Chair of the Student Educational Experience Committee and ratified by the Vice-Chancellor.
School of Education

Programmes reviewed / revalidated

<table>
<thead>
<tr>
<th>Minute No</th>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Associate Dean of School (AQA)</th>
<th>Date ratified by Chairperson of ASAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.1.1</td>
<td>HENS</td>
<td>FdA Early Years, USP (Seevic) - for Full-time workbased route</td>
<td>29/06/2020</td>
<td>23/07/2020</td>
</tr>
</tbody>
</table>

Hertfordshire Business School

New Programmes

<table>
<thead>
<tr>
<th>Minute No</th>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Associate Dean of School (AQA)</th>
<th>Date ratified by Chairperson of ASAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.1.2</td>
<td>BSGCMK</td>
<td>BA (Hons) Advertising and Digital Marketing at G.A.F.</td>
<td>21/07/2020</td>
<td>23/07/2020</td>
</tr>
<tr>
<td>18.1.3</td>
<td>BSFCAF</td>
<td>BA (Hons) Accounting and Finance at G.A.F.</td>
<td>21/07/2020</td>
<td>23/07/2020</td>
</tr>
<tr>
<td>18.1.4</td>
<td>BSGCBA</td>
<td>BA (Hons) Business Administration at G.A.F.</td>
<td>21/07/2020</td>
<td>23/07/2020</td>
</tr>
<tr>
<td>18.1.5</td>
<td>BSGCITMB</td>
<td>BA (Hons) Information Management Technology for Business at G.A.F.</td>
<td>21/07/2020</td>
<td>23/07/2020</td>
</tr>
</tbody>
</table>

School of Humanities

New Programmes/Subject Fields

<table>
<thead>
<tr>
<th>Minute No</th>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Associate Dean of School (AQA)</th>
<th>Date ratified by Chairperson of ASAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.1.6</td>
<td>HUGCMCS</td>
<td>BA (Hons) Mass Communications at G.A.F.</td>
<td>02/07/2020</td>
<td>02/07/2020</td>
</tr>
</tbody>
</table>

School of Life and Medical Science

New Programmes

<table>
<thead>
<tr>
<th>Minute No</th>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Associate Dean of School (AQA)</th>
<th>Date ratified by Chairperson of ASAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.1.7</td>
<td>LMGCPSC</td>
<td>BSc (Hons) Pharmaceutical Science (GAF, Egypt)</td>
<td>30/06/2020</td>
<td>30/06/2020</td>
</tr>
</tbody>
</table>

(Confidential Appendix A.1, Agenda Paper 18, refers.)

18.2 Withdrawn and suspended programmes

The Board noted the withdrawn and suspended programmes, for the period 11 June – 4 November 2020 confirmed by the Chair of the Academic Development Committee; and agreements signed between the University and Partner Organisations.
<table>
<thead>
<tr>
<th>Minute No</th>
<th>Programme Code</th>
<th>Programme Title</th>
<th>Date confirmed by Chair of SAC/Dean of School</th>
<th>Date confirmed by Chairperson of ADC (PVC)</th>
</tr>
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</table>

**School of Engineering and Computer Science**

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

18.2.1 CMCSITME NG | MEng in Computer Science | 23/09/2020 | 02/11/2020 |

**Programmes suspended**

18.2.2 ENDACIV | BEng (Hons) Civil Engineering (Degree Apprenticeship) | 11/09/2020 |

**School of Health and Social Work**

**Programmes suspended**

18.2.3 HSSVHPSC | BSc (Hons) Health Promotion and Social Care, Seevic | 03/09/2020 |

**Hertfordshire Business School**

**Programmes suspended**

18.2.4 BSBOS/BAD ABOS | MSc Business and Organisational Strategy/MSc Business and Organisational Strategy DA | 19/10/2020 | 02/11/2020 |

18.2.5 BSPSM/BSD APSM | MSc Public Service Management/MSc Public Service Management – Degree Apprenticeship | 19/10/2020 | 02/11/2020 |

18.2.6 BSBMGTFD | FdA Business Management (North Herts) | 22/07/2020 | 05/08/2020 |

**School of Humanities**

**Programmes suspended**

18.2.9 HUELN | BA (Hons) English Language and Applied Linguistics route only | 16/10/2020 | 02/11/2020 |

18.2.10 HEMCS | BA (Hons) Journalism (Single Honours) only | 14/10/2020 | 02/11/2020 |
School of Life and Medical Science

Programmes/ Courses/ Courses Instances withdrawn

<table>
<thead>
<tr>
<th>Date</th>
<th>Code</th>
<th>Course Description</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.2.11</td>
<td>LMIYSPSLMIYSMTP</td>
<td>Initial Year Science- (Maths / Physical Sciences)- HRC</td>
<td>22/07/2020</td>
<td>10/08/2020</td>
</tr>
<tr>
<td>18.2.12</td>
<td>LMCSM</td>
<td>MSc Cardiology and Stroke - closure of SEM B intake only</td>
<td>01/10/2020</td>
<td>13/10/2020</td>
</tr>
</tbody>
</table>

(Confidential Appendix A.1, Agenda Paper 18, refers.)

18.3 External examiners

The full list of appointments of External Examiners across all Schools has been appended to this report – Confidential Appendix A.2, refers.

18.4 Internal examiners

Deans of School are responsible for allocating academic staff to teach on the modules offered by their respective Schools. Internal Examiners, a subset of this module teaching team, are responsible for setting assessment tasks and marking the resultant student work. Deans of School or their nominees also appoint internal moderators, with appropriate expertise in the relevant subject area. The role of the internal moderator is 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).

As part of their remit, External Examiners also have 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 are set out in UPR AS17.

18.5 Boards of Examiners

18.5.1 Amendments to Exam Boards 2019-2020

Amendments in respect of chairship of Boards of Examiners for 2019-2020 approved by the Vice-Chancellor have been appended to this report:

School of Life and Medical Sciences – Confidential Appendix A.4.1.1, refers;

School of Engineering and Computer Science – Confidential Appendix A.4.1.2, refers.

School of Creative Arts – Confidential Appendix A.4.1.3, refers.

School of Health and Social Work – Confidential Appendix A.4.1.4, refers.

18.5.2 Exam Boards 2020-2021

Titles of Programme, Module and Short Course Boards of Examiners and their Chairs for the Academic Year 2020-2021 approved by the Vice Chancellor have been appended to this report:

School of Creative Arts – Confidential Appendix A.4.2.1, refers;

School of Education – Confidential Appendix A.4.2.2, refers;

School of Health and Social Work – Confidential Appendix A.4.2.3, refers;

Hertfordshire Business School – Confidential Appendix A.4.2.4 - to be noted at the next meeting;
18.6 Research Degrees awarded – 1 June 2020 – 31 October 2020
A list of research degrees awarded during the period 1 June 2020-31 October 2020 has been appended to this report – Appendix A.5, refers.

18.7 Research Centres
A list of the current Research Centres has been appended to this report – Appendix A.6 refers.

18.8 Flexible Credit Framework
The most recent version of the Flexible Credit Framework can be accessed on the Centre for Academic Quality Assurance website at:

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

No sections have been amended since September 2019.

18.9 Research Integrity
The annual statement on Research Integrity will be made available on the University website at the following link:

https://www.herts.ac.uk/research/research-management/ethics-and-research-integrity

18.10 Validation and review of programmes by external bodies during 2020-2021
A schedule of programmes that require accreditation/review by professional and statutory, regulatory bodies is appended to this report – Confidential Appendix A.9, refers

The schedule is subject to change. Any queries should be directed to the Centre for Academic Quality Assurance.
19.4 **Ethics Committee for Studies Involving Human Participants** (‘Ethics Committee’)

The Board noted the Ethics Committee’s Annual Report 2019-2020.

(Appendix B.4, Agenda Paper 18, refers.)

19.5 **Recruitment and Admissions Policy Review Committee**

The Board noted that the Recruitment and Admissions Policy Review Committee’s Annual Report to the Academic Board for 2019-2020 would be noted at the next meeting.

19.6 **Research Degrees Board**

The Board noted the Research Degrees Board Annual Report for 2019.

(Appendix B.6, Agenda Paper 18, refers.)

19.7 **Research Committee**

The Committee’s Annual Report to the Academic Board for 2019-2020 will be noted at the next meeting.

19.8 **Student Educational Experience**

The Board noted that the Student Educational Experience Committee’s Annual Report to the Academic Board for 2019-2020 would be noted at the next meeting.

19.9 **Honorary Awards Board**

The Board noted that the Annual Report of the Honorary Awards Board to the Academic Board would be received at the Summer meeting.

19.10 **Higher Doctorate Degrees Board**

The Board noted that the Higher Doctorate Degrees Board was convened on an ad hoc basis to consider individual candidates and that, during the Academic Year, 1 September 2019-31 August 2020, it had not been necessary for it to do so.

19.11 **Careers and Employment Service**

The Board noted that the Careers and Employment Service’s Annual Report for 2019-2020 would be noted at the Spring meeting.

19.12 **Learning and Teaching Innovation Centre**

The Board noted that the Learning and Teaching Innovation Centre’s Annual Report for 2019-2020 would be noted at the Spring meeting.

19.13 **Chief Information Officer**

The Board noted that the Library and Computing Services Annual report for 2019-20 would be noted at the Spring meeting.

19.14 **Animal Welfare and Ethical Review Body**


(Confidential Appendix B.12, Agenda Paper 18, refers.)

The Committee’s Annual Report to the Academic Board for 2019-2020 would be noted at the next meeting.
Health, Safety and Sustainability

The Board noted the Health, Safety and Sustainability Annual report for 2019-2020.

(Confidential Appendix B.13, Agenda Paper 18, refers.)

Record of Annual Reports

The Board noted the Record of Annual Reports.

(Confidential Appendix B.14, Agenda Paper 18, refers.)

MEETING REPORTS/MINUTES FROM COMMITTEES

Academic Standards and Audit Committee

The Board noted Minutes of the meetings of the Academic Standards and Audit Committee held on 23 June 2020.

(Appendix C.1, Agenda Paper 18, refers.)

Academic Development Committee

The Board noted Minutes of the meetings of the Academic Development Committee held on 13 May and 8 July 2020.

(Confidential Appendix C.2, Agenda Paper 18, refers.)

Ethics Committee

The Board noted that Minutes of the meeting of the Ethics Committee held on 21 October 2020 would be reported at the next meeting.

Research Degrees Board

The Board noted reports of the meetings of the Research Degrees Board held on 30 April and 25 June 2020 from Dr Susan Grey, Director of the Doctoral College, Chair of the Board.

(Appendix C.4, Agenda Paper 18, refers.)

Research Committee

The Board noted Minutes of the Research Committee meeting held on 21 May 2020.

(Appendix C.5, Agenda Paper 18, refers.)

Student Educational Experience Committee

The Board noted Minutes of the meetings of the Student Educational Experience Committee held on 19 May and 7 July 2020.

(Confidential Appendix C.6, Agenda Paper 18, refers.)

School Academic Committees

The Board noted the most recent Minutes in publication, which could be viewed via the following links:

School of Creative Arts

20.7.2 School of Education  

20.7.3 School of Health and Social Work  

20.7.4 Hertfordshire Business School  

20.7.5 School of Humanities  

20.7.6 Hertfordshire Law School  
https://www.herts.ac.uk/__data/assets/word_doc/0019/234370/2019-07-08-SAC-LAW-Minutes.doc.docx

20.7.7 School of Life and Medical Sciences  
https://www.herts.ac.uk/__data/assets/pdf_file/0005/234374/2020-03-10-SAC-LMS-Minutes.pdf

20.7.8 School of Physics, Engineering and Computer Science  

21 ACADEMIC BOARD STRUCTURE  
The Board noted the Academic Board structure chart, which could be found in the University website at the following link:  
https://www.herts.ac.uk/about-us/governance/academic-board/academic-board-structure

22 AMENDMENTS TO TERMS OF REFERENCE AND/OR COMPOSITION  
22.1 Academic Standards and Audit Committee  
22.1.1 The Board noted that amendments to the Terms of Reference and Composition of the Academic Standards and Audit Committee had been approved by Chair’s action on 25 September 2020.  
(Confidential Appendix E.1.1, Agenda Paper 18, refers.)

22.1.2 The Board noted that further amendments to the Terms of Reference and Composition of the Academic Standards and Audit Committee had been approved by Chair’s action on 27 October 2020.  
(Confidential Appendix E.1.2, Agenda Paper 18, refers.)
22.2 Student Educational Experience Committee

22.2.1 The Board noted that amendments to the Terms of Reference and Composition of the Student Educational Experience Committee had been approved by Chair’s action on 25 September 2020.

(Confidential Appendix E.2.1, Agenda Paper 18, refers.)

22.2.2 The Board further noted that amendments to the Terms of Reference and Composition of the Student Educational Experience Committee, including a name change to the Education and Student Experience Committee, had been approved by Chair’s action on 8 October 2020.

(Confidential Appendix E.2.2, Agenda Paper 18, refers.)

22.3 Research Committee

The Board noted that amendments to the Composition of the Research Committee had been approved by Chair’s action on 5 October 2020.

(Confidential Appendix E.3, Agenda Paper 18, refers.)

22.4 Hertfordshire Higher Education Consortium – Consortium Quality Committee

The Board noted that a merger of the Hertfordshire Higher Education Consortium – Consortium Quality Committee and the Consortium Management Committee had been approved by Chair’s action on 7 September 2020.

(Confidential Appendix E.4, Agenda Paper 18, refers.)

23 MINUTES PUBLISHED

The Board noted that minutes of meetings of Boards and Committees of the Academic Board had been published as follows:

Academic Development Committee  13.05.2020, 08.07.2020, 07.10.2020
Academic Standards and Audit Committee  23.06.2020, 13.10.2020
Ethics  21.10.2020
HHEC-CQC  30.01.2020, 12.03.2020
Research  21.05.2020, 15.10.2020
Research Degrees Board  30.04.2020, 25.06.2020, 01.10.2020
Student Educational Experience Committee  19.05.2020, 07.07.2020, 29.09.2020

School Academic Committee:

SAC-HBS  01.04.2020

24 BOARD OF GOVERNORS MEMBERSHIP

The Board noted the current membership of the Board of Governors, which could be found in the University website at the following link:

https://www.herts.ac.uk/about-us/governance/board-of-governors

25 SCHOOL STRUCTURES

The Board noted the latest School administrative structures.

(Appendix H, Agenda Paper 18, refers.)
26 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 Appendix J, Agenda Paper 18, refers.)

27 GRADUATE OUTCOMES

Destination of Leavers from Higher Education had now been replaced with Graduate Outcomes. The first set of results from Graduate Outcomes could be found at the following link:

https://www.hesa.ac.uk/data-and-analysis/graduates

28 ACADEMIC YEAR CALENDAR

28.1 The Academic Year calendar for 2020-2021 had been published and was available from the following link:

https://www.herts.ac.uk/about-us/governance/university-calendar

28.2 The Academic Year calendar for 2021-2022 was in progress.

29 CALENDAR OF MEETINGS 2020-2021

The calendar of meetings was available in the University website at the following link:

https://www.herts.ac.uk/about-us/governance/university-calendar

30 STUDENTS’ UNION ANNUAL MEMBERS’ MEETING

The date of the next annual members’ meeting of the Hertfordshire Students’ Union would be noted at the next meeting.

31 ASSOCIATE PROFESSORSHIPS, READERSHIPS AND PROFESSORSHIPS

The Board noted Associate Professors, Readers and Professors appointed in July 2020.

(Appendix P, Agenda Paper 18, refers.)

32 ACADEMIC BOARD STANDING ORDERS

The Board noted its Standing Orders, which could be found at the following link:


33 ACADEMIC BOARD TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP

The Board noted its Terms of Reference, Composition and Membership, which could be found at the following link:

https://www.herts.ac.uk/__data/assets/word_doc/0005/234383/2020-10-12-ABConstitution.doc

34 VICE-CHANCELLOR’S MONTHLY BRIEFINGS

The Vice-Chancellor's monthly briefings were published in HertsHub at the following link:

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

In light of the global Covid-19 pandemic, both the September and December 2020 Graduation Ceremony periods had been postponed. Further information was available in the University website at the following links:

https://www.herts.ac.uk/graduation/graduation-ceremonies/2020-covid-update

https://herts365.sharepoint.com/sites/Student-services/SitePages/Graduationceremonies.aspx?web=1

SCHEDULE OF MEETINGS 2020-2021

Wednesday, 10 March 2020;
Wednesday, 23 June 2020;

to be held in the Central Committee Room or via MS Teams at 14.00 hours.

EMERGENCY BUSINESS

There was no emergency business.

DATE OF NEXT MEETING

The next meeting of the Academic Board would be held on Wednesday, 10 March 2021 from 14:00 hours via MS Teams, unless advised otherwise, in which case the meeting would take place in the Central Committee Room – MacLaurin.

Items for the Agenda should be notified to the Clerk, Leire Caselles Vallejo (‘e’-mail l.caselles_vallejo@herts.ac.uk) by 17 February 2021 and reports should be submitted by 24 February 2021.