

ROYAL HOLLOWAY

University of London

ACADEMIC BOARD

The next meeting of the Academic Board will be held on **Wednesday, 6 March 2013 at 3pm in the Management Seminar Room (MX 001)**.

Members are reminded that the items of business in Part B are starred. This means that those items will be taken as read, and approved or noted as appropriate, without discussion, unless any are unstarred by members contacting the Secretary by **midday on Tuesday, 5 March 2013**.

Those papers not attached will be circulated shortly.

AGENDA

FORMAL BUSINESS

1. MEMBERSHIP

- 1.1 To receive a list of members of the Board. AB/13/01
- 1.2 To welcome Dr Jon Hughes, as Head of School of Modern Languages, Literatures and Cultures, to his first meeting as a Representative member. His term of office runs to 31 August 2014.
- 1.3 To note that this will be the last meeting as Representative member before the current term of office expires for Professor Jeff Frank as Head of Economics.
- 1.4 To receive a paper outlining the review of the College governance and statutes. AB/13/02

2. MINUTES

To confirm the Minutes of the last meeting held on **Wednesday, 28 November 2012** (M 12/123 - M 12/197). Attached

3. MATTERS ARISING

To consider any matters arising, not elsewhere on the agenda.

4. ACTIONS TAKEN BY THE CHAIR

To note that the Principal, on behalf of the Academic Board, approved the undergraduate entry requirements for the 2014/15. AB/13/03

5. UNSTARRING OF ITEMS

To note the unstarring of any Part B or C items.

6. FORMAL REPORTS

- 6.1 Principal's Report
To receive a written report from the Principal. AB/13/04
- 6.2 Reports from the Deputy Principal and the Vice-Principals
To receive oral reports from the Deputy Principal and the Vice-Principals as relevant.

6.3 Report from the Council

To receive the minutes of the Council meeting held on 11 October 2012. AB/13/05

PART A: MAJOR ITEMS OF BUSINESS

7. NEW LIBRARY AND STUDENT SERVICE CENTRE

To receive a presentation on the new development.

8. ROYAL HOLLOWAY STRATEGIC PLAN OUTLINE

To receive the updated Royal Holloway Strategic Plan outline from the Deputy Principal and the Director of Strategic Development. AB/13/06

9. STUDENT RECRUITMENT

9.1 To consider a report on student intake targets for 2013-14. AB/13/07

9.2 To consider a report on UG and PG applications received to date for admission in 2013. AB/13/08

10. COLLEGE BOARD OF EXAMINERS EXECUTIVE COMMITTEE

To receive a report on the key areas of business. AB/13/09

PART B: ITEMS FOR FORMAL APPROVAL

* **11. AMENDMENT TO CRITERIA FOR MPhil/PHD DEGREES IN CREATIVE WRITING**

To approve the revised criteria for PhD and MPhil degrees in creative writing. AB/13/10

* **12. PUBLICATION**

12.1 To agree which, if any, items require broad dissemination around the College.

12.2 To confirm the designation of papers as exempt from the Freedom of Information Act requirements.

PART C: ITEMS FOR REPORT

* **13. AMENDMENTS TO RESEARCH DEGREE REGULATIONS**

13.1 To note that the additional outcome allowing examiners to require a student resubmit the thesis within nine months came into force for students whose applications to be examined were received after 1 January 2013.

13.2 To note the revisions to the guidance for examiners in relation to the examination outcomes in light of feedback from Academic Board. AB/13/11

* **14. FACULTY BOARDS**

To receive a combined report from the meetings of the Faculty Boards held in February 2013. AB/13/12

* **15. ACADEMIC BOARD EXECUTIVE COMMITTEE**

To receive the unconfirmed minutes of the meeting of the Academic Board Executive Committee held on 18 February 2013. AB/13/13

* **16. ACADEMIC PLANNING COMMITTEE**

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| | To receive the minutes of the meetings of the Academic Planning Committee held on 19 November, 10 December 2012 and 23 January 2013. | AB/13/14
a, b, c |
| * 17. RESEARCH COMMITTEE | | |
| | To receive the minutes of the meetings of the Research Committee held on 8 October and 6 December 2012. | AB/13/15
a, b |
| * 18. LEARNING, TEACHING AND QUALITY COMMITTEE | | |
| | To receive the minutes of the meeting of the Learning, Teaching and Quality Committee held on 21 November 2012. | AB/13/16 |
| * 19. CONFERMENT OF HONORARY TITLES | | |
| | To note a paper on the conferment of honorary titles. | AB/13/17 |
| * 20. DATE OF NEXT MEETING: | Wednesday, 29 May 2013 at 3pm in the Moore Building Lecture Theatre (MBLT). | |

Anna Sendall
Academic Registrar and Deputy Director of Academic Services
 20 February 2013