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| **ACADEMIC BOARD** |  |
| Wednesday 18 October 2023 |  |
| 2pm |  |
| Windsor Seminar Room 003 (in person) or MS Teams (online) [hybrid] |  |
| Members are reminded that the items of business under *Items for formal approval* and *Items for report* 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](mailto:AcademicBoard@rhul.ac.uk) by **5pm on Monday 16 October 2023,** detailing the reasons in accordance with the [unstarring protocol](https://www.royalholloway.ac.uk/about-us/more/governance-and-strategy/governance/academic-board/). Members are also requested to provide items of AOB to the Secretary 5pm on the Monday preceding the meeting.  Those papers not attached will be circulated shortly. Late papers circulated after the deadline for unstarring will be unstarred. | |
| **Agenda** | |

**Procedural**

**Where meeting is online/hybrid – Colleagues are reminded that the meeting will be recorded for the purposes of the minutes only. The recording is automatically deleted after 60 days in accordance with the MS Teams retention policy.**

**Colleagues joining online are asked to please raise your hand on MS Teams when you wish to speak.**

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|  |  | **Welcome and Apologies**  To receive the Terms of Reference and Standing Orders  To receive the updated membership list and welcome new members to the meeting | AB  AB | AB/23/48  AB/23/49 |
|  |  | Minutes of the previous meeting |  |  |
|  |  | To approve the Minutes of the meetings held on Wednesday 22 March 2023 and Wednesday 7 June 2023 | JS | *Attached* |
|  |  | **Matters arising** |  |  |
|  |  | To note the following actions have been completed since the last meeting:   |  |  |  |  | | --- | --- | --- | --- | | ~~23/039 and 23/053~~ | ~~Elected member to send detailed queries on the proposed amendments to the College Statutes to~~ [~~Academicboard@rhul.ac.uk~~](mailto:Academicboard@rhul.ac.uk)  **Secretary’s note: the Board are asked under agenda item 2 to approve the proposed wording added to minute 23/039, page 8** | ~~SM and JS~~ | ~~June AB~~ | | ~~23/101~~ | ~~Set up working group to scope future developments in AI~~ | ~~MH~~ | ~~Summer 2023~~ | | ~~23/122~~ | ~~Inform the Secretariat and Events Manager that AB approve the recommendations in the Honorary Degrees paper~~ | ~~CM~~ | ~~June 2023~~ | | ~~23/124~~ | ~~Advise the Secretariat an the Events Manager that AB recommend references to marital and parental status are removed from appendix 2 of the Honorary Degrees paper as a matter of urgency.~~ | ~~CM~~ | ~~June 2023~~ |   To receive an update on other actions due:   |  |  |  |  | | --- | --- | --- | --- | | 22/193 | Add Foundation Year Degree to a future agenda of Academic Board  ***This will be included as an agenda item at November’s meeting. The Course Director is on extended leave until 23 October.*** | CM | End of autumn 2023 | | 23/061 | Clarify the timeline for the publication of the Emergency Regulations outside the meeting and update the Board in October.  ***Will be discussed under item 13*** | MH/CM | October 2023 | | 23/68 | Circulate the proposed Terms of Reference and membership of the Schools review group  ***Will be discussed under item 17*** | TB | October 2023 | | 23/097 | Further update on progress with Assessment Futures should be provided to the 29 November meeting of Academic Board  ***To be actioned in November*** | MH | November 2023 | | 23/109 | Update Academic Board on the implementation of recommendations arising out of the effectiveness review  ***Will be discussed under item 19*** | CM/AB | Autumn 2023 | | 23/118 | Discuss with the University Secretary whether the Committees Handbook, last published in 2015, should be re-introduced | CM/AB | October 2023 | | JS |  |
|  |  | Actions taken by the Chair |  |  |
|  |  | To note that the Chair approved an amendment to the postgraduate research degree regulations to provide an additional format for submitting the MPhil and PhD thesis with effect from 24-25. This was in response to meeting the conditions for a DTP ESRC bid. | DW | AB/23/50 |
|  |  | **Unstarring of items** |  |  |
|  |  | To note the unstarring of any *Items for formal approval* and *Items for report.* | JS/AB |  |

**Formal Reports**

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|  |  | **Vice-Chancellor and Principal's Report** |  |  |
|  |  | To receive a written report from the Vice-Chancellor and Principal | JS | AB/23/51 |
|  |  | **Regulatory and Legislative update** |  |  |
|  |  | To receive a written report from the University Secretary | AB | AB/23/52 |
|  |  | **Report from the Students’ Union President** |  |  |
|  |  | To receive a report from the Students’ Union President | HH | AB/23/53 |
|  |  | **Report from the Council** |  |  |
|  |  | To receive the minutes of the Council meeting held on 18 May 2023 and 6 July 2023 | JS | AB/23/54a and b |
|  |  | **Reports from Schools** |  |  |
|  |  | To receive a presentation from the Executive Dean of Engineering, Physical and Mathematical Sciences (EPMS) | GS | AB/23/55 |

**Strategy Discussion**

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|  |  | **Strategic Projects Update**  To receive a verbal update from the Vice-Chancellor and Principal | JS |  |
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**Major Items of Business**

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|  |  | **Report from the Marking and Assessment Boycott** |  |  |
|  |  | To receive the timeline leading up to the approval of the MAB Emergency Regulations  To receive a report setting out the initial reflections on assessments in 2022-23 and the impact of the marking and assessment boycott | MH  MH | AB/23/56a  AB/23/56b |
|  |  | **National Student Survey Results** |  |  |
|  |  | To reflect on Royal Holloway’s performance in the NSS 2023 and receive the associated action plans | ZK | AB/23/57 |
|  |  | **Access and Participation Plan** |  |  |
|  |  | To reflect on performance against the current APP | ZK | AB/23/58 |
|  |  | **Extenuating Circumstances Working Group** |  |  |
|  |  | To receive an update from the Executive Dean (Performing and Digital Arts) on the work of the Extenuating Circumstances Working Group | RM | AB/23/59 |
|  |  | **Review of Academic Restructuring** |  |  |
|  |  | To approve the membership and terms of reference for the group reviewing the formation of academic schools | TB | AB/23/60 |
|  |  | **Effectiveness review** |  |  |
|  |  | To receive an update on progress with implementing actions from the Academic Board Effectiveness Review Survey | AB/CM | AB/23/61 |
|  |  | **Annual Report of Academic Board** |  |  |
|  |  | To approve the annual report of the business of Academic Board for 2022-23 | JS/AB | AB/23/62 |

**Items for formal approval**

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| \* |  | **Nominations to Committees** |  |  |
|  |  | To approve the list of nominations to Statute 9 and Student Discipline Committees | JS/AB | AB/23/63 |

**Items for report**

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| \* |  | **Library Services Content Strategy and Information Resources Policy** |  |  |
|  |  | To note the revisions to the Library Services Content Strategy and Information Resources Policy | MF | AB/23/64 |
| \* |  | University Education Committee |  |  |
|  |  | To receive the unconfirmed minutes from the University Education Committee held on 28 September 2023 | ZK | AB/23/65 |
| \* |  | Quality Assurance and Standards Committee |  |  |
|  |  | To receive the minutes from the (now disbanded) Quality Assurance and Standards Committee meeting held on 17 August 2023 | MH | AB/23/66 |
| \* |  | Doctoral School Committee  To receive the unconfirmed minutes from the Doctoral School Committee meeting held on 16 May 2023 | DW | AB/23/67 |
| \* |  | Research and Knowledge Exchange Committee  To receive the minutes from the Research and Knowledge Exchange Committee held on 26 June 2023 | RL | AB/23/68 |

**Other Matters**

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|  | **Any other business** |  |  |
|  | **Date of next meeting** |  |  |
| 26.1 | Wednesday 29 November 2023 at 2pm, on campus venue to be confirmed  Dates of the remaining meetings in 2023-24 are confirmed as   * Wednesday 20 March 2024 at 2pm * Wednesday 5 June 2024 at 2pm | JS/AB |  |
| 26.2 | **Topics for Discussion**  To discuss ideas for inclusion at future Academic Board meetings. Suggestions include:   * Integrated Foundation Year Degree (November 2023) * Assessment Platform * Artificial Intelligence and HE (a follow up discussion from June’s meeting could be given later in the year) * Global Strategy update, including the international student experience and reflections on the recruitment of international students (Executive Dean of Humanities) * Research Leadership and Research Catalysts * Research Culture * REF 2028 * ‘Update from the Doctoral School’ (Associate PVC Postgraduate Research) * Academic freedom and Freedom of Speech   Members are invited to suggestion items for inclusion at a future meeting by emailing AcademicBoard@rhul.ac.uk  Suggestions for the November meeting must be received by Wednesday 25 October (to enable consideration by the Chair and Secretary for inclusion and any accompanying papers to be prepared in advance of the paper circulation deadlines on 15 and 22 November) |  |  |
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