



## ACADEMIC BOARD

Wednesday 1 October 2014

### MINUTES

*PRESENT*<sup>1</sup>:

President and Provost (*Chair*)

Ms Nicola Alexander, Dr Catia Andreassi, Ms Wendy Appleby, Ms Nicola Arnold, Dr Chanakya Arya, Dr Sunny Bains, Dr Cecile Bats, Professor Jonathan Bell, Professor Wendy Best, Dame Nicola Brewer, Ms Annabel Brown, Ms Jane Burns, Mr Peter Cadley, Ms Sue Chick, Dr Ben Clifford, Professor Susan Collins, Ms Charlotte Croffie, Dr Jason Davies, Professor Julio D. Davila, Ms Eleanor Day, Dr Panayotes Demakakos, Dr Jason Dittmer, Professor Snezana Djordjevic, Ms Elizabeth Dow, Dr Rosalind Duhs, Dr Caroline Essex, Ms Ava Fatah gen. Schieck, Professor Tom Fearn, Dr Rachele De Felice, Dr Andrew Flinn, Mr Stephen Ford, Professor Jon French, Professor Matthew Gandy, Dr Denise Goldman, Dr Hugh Goodacre, Ms Nisha Gosai, Dr Paul Groves, Professor Helen Hackett, Dr Gareth Hagger-Johnson, Ms Lina Kamenova, Ms Ruth Harper, Dr Andrew Harris, Professor Michael Heinrich, Mr Bill Hodgson, Dr Arne Hofmann, Ms Liz Jones, Dr Rebecca Jones, Dr Deepak Kalaskar, Professor Chris Kay, Professor Dilwyn Knox, Mr Lukmaan Kolia, Dr Antonio Lazzarino, Dr Andrew Logsdail, Dr Helga Lúthersdóttir, Professor Sandy MacRobert, Dr Merle Mahon, Professor Gesine Manuwald, Professor Mark Marsh, Dr Charles Marson, Dr Margaret Mayston, Dr Thomas McGee, Dr Lilijana Marjanovic-Halburd, Dr Helen Matthews, Dr Saladin Meckled-Garcia, Professor Susan Michie, Professor Kevin Middlebrook, Dr Richard Mole, Professor John Mullan, Dr Julie Olszewski, Dr Kit Opie, Mr Derfel Owen (Secretary), Dr Anne Peasey, Mr Frank Penter, Dr Brent Pilkey, Dr Kerstin Sailer, Dr Frosso Pimenides, Dr Blandine Poulet, Professor David Price, Professor Peter Sammonds, Professor Sonu Shamdasani, Professor David Shanks, Professor Ralf Schoepfer, Professor Robert Sheil, Professor Alison Shell, Dr Ariane Smart, Professor Anthony Smith, Dr Pilar Garcia Souto, Professor Iain Stevenson, Dr Fiona Strawbridge, Professor Alastair Sutcliffe, Ms Olga Thomas, Mr Simon To, Professor Derek Tocher, Professor Rosemary Varley, Dr Nalini Vittal, Dr Matt Wakelin, Ms Susan Ware, Mr Nigel Waugh, Professor Nikolaus Weiskopf, Professor Jonathan Wolff, Professor Jose Zalabardo.

*In attendance:* Dr Elettra Carbone, Mr Dominique Fourniol, Dr Mary Hilson, Dr Deborah Vickers.

*Apologies for absence were received from:* Dr Paul Bartlett, Dr Ben Campkin, Professor Chris Carey, Mr Marco Federighi, Professor Bryony Dean Franklin, Dr Martin Fry, Dr Leonie Hannan, Dr John Hurst, Dr Anna Mavrogianni, Dr Jennifer Mindell, Professor Dan Osborn, Professor Alan Penn, Professor Phiroze Vasunia, Dr Jolene Skordis-Worrall, Professor Rosalind L Smyth.

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<sup>1</sup> An attendance sheet was circulated for signature at the meeting. Any colleagues present who did not sign the sheet and whose names are therefore not recorded as present are invited to notify the AB Secretary's office (e-mail – [academic.services@ucl.ac.uk](mailto:academic.services@ucl.ac.uk)) so that their names can be included in the record when these Minutes are confirmed at the next scheduled meeting of AB.

*Key to abbreviations*

AB	Academic Board
ABWG	Academic Board Working Group
AC	Academic Committee
CALT	Centre for the Advancement of Learning and Teaching
IoE	Institute of Education

**1 TERMS OF REFERENCE, CONSTITUTION AND MEMBERSHIP 2014-15**

***Received:***

- 1.1 At <sup>2</sup>AB 1-01 (14-15), AB's terms of reference <sup>3</sup>.
- 1.2 At <sup>\*</sup>AB 1-02 (14-15), AB's constitution and membership for the session 2014-15<sup>4</sup>.
- 1.3 A note by the AB Secretary on AB Standing Orders, for information, at AB 1-03 (14-15).

**2 MINUTES OF THE MEETING OF 14 MAY 2014**

***Confirmed:***

- 2.1 The Minutes of the meeting of AB held on 14 May 2014 [*AB Mins. 24-35, 14.05.14*].

**3 MATTERS ARISING FROM THE MINUTES**

**3A UCL 2034 Strategy**  
[*AB Min. 27, 14.05.14*]

***Noted:***

- 3A.1 Following discussion at Academic Board [*AB Min 27, 14.05.14*], Council approved at its meeting 7 July 2014 the final draft of UCL 2034: a 20 year strategy.

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<sup>2</sup> An appendix reference preceded by an asterisk indicates that, for the sake of economy, the document was not issued with the Agenda but will be filed with the Minutes of the meeting. Copies are available on request to the AB Secretary (telephone 0207 679 8594, internal extension 28594, email [d.owen@ucl.ac.uk](mailto:d.owen@ucl.ac.uk) ).

<sup>3</sup> See also <http://www.ucl.ac.uk/ras/acs/governance/committees/ab>

<sup>4</sup> See also <http://www.ucl.ac.uk/ras/acs/governance/committees/ab>

### **3B Council approval of Academic Board recommendations**

[AB Min. 29.4, 14.05.14]

#### ***Noted:***

- 3B.1 At its meeting on 7 July 2014, Council approved, on the recommendation of AB, the renaming of the Department of Medical Physics and Bioengineering as the Department of Medical Physics and Biomedical Engineering, with effect from 1 August 2014.

### **3C Timing of meetings**

#### ***Noted:***

- 3C.1 The dates for AB meetings throughout 2014/15 had been circulated as a Secretarial note following the final meeting of 2013/14. In order to ensure that all members are able to take note of future dates and protect time in their diaries, dates for future meetings will included as part of the Agenda for the final meeting of AB each year.

## **4 PROVOST'S BUSINESS**

#### ***Received:***

- 4.1 An oral report from the Provost. In addition to items already on the Agenda, the Provost highlighted the following key areas of focus for 2014/15.

### **4A New appointments**

#### ***Reported:***

- 4A.1 The Provost welcomed Derfel Owen, newly appointed Director of Academic Services and Secretary to Academic Board, to his first meeting of AB.

### **4B Queen Elizabeth Olympic Park Development**

#### ***Reported:***

- 4B.1 The Provost reported that, following recommendation by Finance Committee, Council would be discussing the full business case for the QEOP development on 20 October 2014.

### **4C Equality and Diversity**

#### ***Reported:***

- 4C.1 The Provost reiterated UCL's commitment to equality and explained that UCL would be making a submission to the Equality Challenge Unit for their Race Equality Charter Mark.

### **4D Recruitment, Selection and Appointment of Senior Staff**

#### ***Reported:***

- 4D.1 The Provost reported that the Director of Human Resources would be reviewing UCL's approach to recruiting, selecting and appointing senior staff across the University, to ensure that process are fair, transparent and consistently applied.

## 5 UCL AND THE INSTITUTE OF EDUCATION

### **Received:**

- 5.1 At AB 1-04 (14-15) a report from Mr Rex Knight, Vice-Provost (Operations), on the proposed merger with the Institute of Education.
- 5.2 An oral report by the Vice-Provost (Operations).

### **Reported:**

- 5.3 The Vice-Provost (Operations) reported that, following AB's full support for the proposed merger between UCL and the IoE, discussion has continued between the two organisations to proceed with the merger, with a view to establishing the IoE as a faculty of UCL from December 2014. This would require the IoE to relinquish its own Royal Charter and Degree Awarding Powers. The IoE's Council would be meeting to discuss and agree to this during October and November.
- 5.4 It was explained that should the merger proceed, an extended period of discussion would be required to agree the structure of professional services teams.
- 5.5 It was explained that consultation had taken place with students about the qualifications that they would receive on completion of IoE programmes. The consensus view expressed by a significant majority of students was that they should be awarded their qualifications by UCL. Some further work will be undertaken by Academic Services to ensure that UCL's regulations are amended to fully integrate the qualifications awarded by the IoE.

### **Discussion:**

- 5.6 AB confirmed its strong support for the merger, members welcomed the progress made and the positive way in which negotiations had been developing.
- 5.7 It was highlighted that there is no position of 'Teaching Fellow' for academic staff at the IoE and that this differed from UCL and that it would be beneficial for both organisations to learn from mutual experience of how to manage issues such as contractual status and titles of posts.
- 5.8 In response to a question about the rationale for the IoE joining UCL as a full single Faculty it was explained that this was the most straightforward and collaborative solution and reflected the size and significant contribution the IoE would make to UCL. AB members supported this approach, but emphasised the importance of encouraging collaborative working between Faculties. Suggestions were made about ways to facilitate such collaborations, such as holding open days and establishing internal interdisciplinary conferences for students and staff to explore each other's teaching and research expertise.
- 5.9 The Provost welcomed these suggestions from members and encouraged further thinking and pro-active suggestions to cultivate interdisciplinary working and to facilitate the integration of the IoE with UCL.
- 5.10 In response to a question about risks associated with teacher education the Provost explained that the IoE is the UK's flagship institution for teacher training and research of all sectors of education and that it is globally recognised as a leader in its field. In addition to this, recent Ofsted inspections had concluded that the provision of teacher

training was outstanding in all categories. So while there is some level of risk, this will be managed in the same way as risks to other provision.

**Noted:**

- 5.11 That, once the merger has taken place, IoE students would be awarded UCL qualifications on completion of their programmes.

## **6 NATIONAL STUDENT SURVEY**

**Received:**

- 6.1 An oral report from the Vice-Provost (Education and Student Affairs), Professor Anthony Smith, on UCL's performance in the 2014 NSS<sup>5</sup>.

**Reported:**

- 6.2 The Vice-Provost (Education and Student Affairs) reported that UCL had made steady progress in the National Student Survey. The response rate had increased to 74%, Overall Satisfaction had improved by 2% placing UCL 14<sup>th</sup> in the Russell Group and of 40 subjects reported, 18 were in the top half in the sector for overall satisfaction.
- 6.3 The Vice-Provost and the Provost commended these improvements but emphasised that further work is required. The Vice-Provost encouraged members to read the qualitative comments and feedback left by students to gain a richer insight of the reasons that students give the scores they do. In particular, these comments suggest that UCL needs to focus its efforts on assessment and feedback, improving the estate and emphasising the importance of teaching as well as research.
- 6.4 Detailed data is available on the Academic Services website that shows subject rankings in the whole sector and against key competitors. The Vice-Provost emphasised to members the importance of engaging fully with this data and developing details action plans in partnership with student representatives.

**Discussion:**

- 6.5 Members asked about UCL's position in the sector on assessment and feedback and what support was available to help improve scores in this area. All members were encouraged to learn from good practice in their own and in other Faculties such as Peer Assisted Learning schemes and to work with CALT to audit assessment activity and benchmark against other departments.

## **7 INTERNATIONAL STRATEGY**

**Received:**

- 7.1 An oral report from the Vice-Provost (International), Dame Nicola Brewer, on the UCL international strategy.

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<sup>5</sup> Details are available at [www.ucl.ac.uk/srs/governance-and-committees/qme/qmea-z/nss](http://www.ucl.ac.uk/srs/governance-and-committees/qme/qmea-z/nss).

**Reported:**

- 7.2 The Vice-Provost gave an overview of progress towards a new Global Engagement Strategy for UCL that would reflect the priorities set out in the 2034 strategy. This new strategy would be aimed at supporting and facilitating three levels of activity.
- 7.3 The strategy would aim to support and encourage existing global partnerships at discipline level where individual or small groups of staff are working with key partners around the world to develop and promote their research activity.
- 7.4 The strategy will set ambitions for Faculty and Institute level activity to promote UCL's areas of global excellence and to develop active and deep relationships with world leading partners.
- 7.5 The final level will be institution-wide activity, where UCL will aim to develop a core set of key strategic partner Universities that share our mission and values. These partnerships will build upon and learn from existing relationships such as the Yale-UCL Collaborative, the Wellcome Trust Africa Centre and UCL Adelaide.
- 7.6 The Vice-Provost explained her intention to consult widely with academic and professional services staff and to actively engage students in developing a first draft of the strategy. This would be shared with AB at its next meeting in February.

**Discussion:**

- 7.7 In response to questions from members, the Vice-Provost emphasised that UCL's existing values would drive the Global Engagement Strategy and that strategic aims would reflect those contained in the 2034 strategy. In particular the strategy would aim to grow UCL's reputation and impact as a positive contributor to the world. Each of the Pro Vice-Provosts are currently engaged in a mapping exercise to ensure that existing activity and good practice is fully captured so that this can continue to be supported and built upon.

**8 CAPITAL PROGRAMME**

**Received:**

- 8.1 An oral report by Mr Andrew Grainger, Director of UCL Estates.

**Reported:**

- 8.2 The Director of Estates reported that significant resources have been dedicated over the next 10 years to meet UCL's requirements as set out in 2034 Strategy. In particular, the capital investment programme has been designed to meet two key enablers; "Giving our students the best support, facilities and opportunities" and "Maintaining a sustainable estate to meet our aspirations".
- 8.3 In 2014/15 it is expected that £140million will be invested in the Estate with a further £500million anticipated for the following three years. The first priority has been to address historic issues in key buildings and to meet student needs for additional study and teaching space.
- 8.4 In addition to visible infrastructure projects, significant resources have been dedicated to address long-term underinvestment in hidden infrastructure such as air conditioning and utilities.

**Discussion:**

- 8.5 In response to a question about the cost of space in Bloomsbury, the Provost explained that the costs per square meter in central London were significantly higher than those for other Universities located elsewhere.
- 8.6 Members asked about UCL's engagement with the redevelopment of Euston Station, the Director of Estates confirmed that he is in regular contact with Camden Council and is actively engaged in discussion about potential involvement from UCL in the development.

**9 LEAD OFFICERS REPORTS**

**Noted:**

- 9.1 Lead Officer reports on the following areas: Careers and Employability; Student Accommodation; Student Welfare Co-ordination; Research, at AB 1-05 (14-15) – AB 1-08 (14-15) respectively.

**Approved:**

- 9.2 Lead Officers' reports 2013-14 on (i) Careers and Employability, (ii) Student Accommodation; (iii) Student Welfare Co-ordination and (iv) Research.

**10 SENIOR ACADEMIC PROMOTIONS**

**Noted:**

- 10.1 At AB 1-09 (14-15) – a list of promotions to professorships, effective from 1 October 2014. All those named on the list are now, by virtue of their promotion to professor, ex officio members of AB.

**11 AWARDS TO UCL STAFF**

**Noted:**

- 11.1 At AB 1-10 (14-15) a note on the award of major prizes etc to members of the academic community of UCL since the previous meeting of AB.

**12 APPOINTMENTS**

**Noted:**

- 12.1 A list of recent appointments (i) of Vice-Provosts; (ii) of Deans of Faculty; (iii) of Heads of Academic Departments, and (iv) to established Chairs tenable at UCL – at AB 1-11 (14-15).

### **13 ELECTIONS TO COUNCIL**

***Noted:***

- 13.1 Dr John Hurst (Division of Medicine) has been elected as a non-professorial member of Academic Board to serve on UCL Council with effect from 1 October 2014.

### **14 ACTION TAKEN BY THE CHAIR ON BEHALF OF ACADEMIC BOARD**

***Noted:***

- 14.1 Since the last meeting of AB, the Chair took action on behalf of AB to approve:
- the appointment of Professor Anthony Smith (Vice-Provost (Education and Student Affairs)) as Dean of Students (Academic) for a term extending from 1 October 2014 to 30 September 2017 inclusive;
  - the renaming of the Chair in Architectural History as the Reyner Banham Chair in Architectural History and Theory;
  - the appointment of Professor Gillian Bates to the Chair of Molecular Neuroscience.

#### **14A Academic Board Working Groups on Established Chairs and Readerships**

***Noted:***

- 14A.1 Since the last meeting, action has been taken by the Chair of AB, on behalf of AB, to approve the membership of the ABWGs listed at AB 1-12 (14-15).

#### **14B Suspension of students in accordance with UCL Statute 11(3)**

***Noted:***

- 14B.1 UCL Statute 11(3) provides that the Provost shall have the power:

...in accordance with Regulations made by the Council on the advice of the Academic Board, to suspend a Student from any or all of his or her studies in the College and to exclude a Student from the College and its precincts and other buildings and premises owned or occupied by the College. In the case of suspension or exclusion for reasons other than academic insufficiency the Provost shall report such suspension or exclusion to the Academic Board and to the Council and shall ensure that appropriate action is taken forthwith under disciplinary or other appropriate procedure.

- 14B.2 Two students were suspended in accordance with the above during the academic year 2013-14.

### **15 ANY OTHER BUSINESS**

#### **15A Dates of meetings and circulation of papers**

***Discussion:***

- 15A.1 It was noted that this meeting had been scheduled earlier than is normally the case for the Autumn meeting of AB, this had caused some difficulty because of the workload involved in supporting new students and Freshers Week induction activity.

Some members were concerned that they did not have sufficient time to read the papers before the meeting.

- 15A.2 The Provost agreed that meetings of AB should not be scheduled at such an early date in future academic years.

**Secretarial Note:** *The dates for AB were communicated to members over the Summer and posted on the AB's webpages. The earlier meeting date was set to take account of changes to Council's Calendar, this will not be the case in 2015/16.*

- 15A.3 The Vice-Provost (Operations) explained that, in accordance with UCL Committee conventions, papers are circulated one week in advance of meetings. It was agreed that, in future, where there are lengthy papers for formal approval and information, every effort will be made to circulate those papers to members 10 days in advance of AB meetings.

## 16 DATE OF NEXT MEETING

**Noted:**

- 16.1 The next meeting of AB would be on Wednesday 25 February 2014 at 4.05pm in Lecture Theatre 106, Roberts Building.

DERFEL OWEN  
Director of Academic Services and Secretary to Academic Board