



ACADEMIC BOARD

11 October 2017

MINUTES

PRESENT¹:

Provost (*Chair*)

Ms Sarah Al-Aride; Ms Wendy Appleby; Professor Erik Arstad; Professor Jonathan Ashmore; Professor David Attwell; Dr Paul Ayriss; Dr Beatrice Baudet; Professor Wendy Best; Professor Stephanie Bird; Dame Nicola Brewer; Professor Robert Brownstone; Professor Stella Bruzzi; Professor Neil Burgess; Professor Jonathan Butterworth; Dr Celia Caulcott; Professor Lucie Clapp; Professor Olga Ciccarelli; Dr Alun Coker; Professor Marc-Olivier Coppens; Dr William Coppola; Ms Sonja Curtis; Professor Brian Day; Professor Janice Derry; Professor Annette Dolphin; Ms Elizabeth Dow; Dr Philippe Duffour; Professor John Duncan; Professor Frances Edwards; Professor Piet Eeckhout; Professor Susan E. Evans; Professor Margot Finn; Professor Elizabeth Fisher; Professor Nicholas Fox; Professor Becky Francis; Dr Richard Freeman; Dr Martin Fry; Professor Adam Gibson; Ms Jessica Gramp; Professor Linda Greensmith; Dr Jennifer Griffiths; Dr Sam Griffiths; Professor Patrick Haggard; Professor Michael Hanna; Professor Kenneth Harris; Dr Pia Hardelid; Dr Evangelos Himonides; Dr Arne Hofmann; Professor Edward Johnson; Dr Ali Judd; Dr Lily Kahn; Dr Amal Khanolkar; Professor Jeffrey King; Professor Robert Kleta; Mr Rex Knight; Dr Efrosyni Konstantinou; Dr Sarabajaya Kumar; Dr Sandra Leaton-Gray; Professor Paola Lettieri; Professor Albert Leung; Dr Dewi Lewis; Dr Kris Lockyear; Professor David Lomas; Dr Helga Luthersdottir; Ms Collette Lux; Professor Robb McDonald; Professor Sandy MacRobert; Professor Alejandro Madrigal; Dr Ruth Mandel; Dr Jenny Marie; Professor Mark Maslin; Dr Cristina Massaccesi; Dr Margaret Mayston; Dr Saladin Meckled-Garcia; Professor Susan Michie; Professor Kevin Middlebrook; Professor Jenny Mindell; Professor John Mitchell; Professor Gudrun Moore; Dr Mark Newman; Professor Norbert Pachler; Professor Enrico Palandri; Professor Ivan Parkin; Professor Jason Peacey; Professor Paola Pedarzani; Dr Anne Peasey; Dr James Phillips; Professor David Price; Professor Stephen Quirke; Professor Jane Rendell; Mr William Richardson; Professor William Richardson; Dr Lucia Rinaldi; Professor Miguel Rio; Professor Helen Roberts; Professor Daniel Rothschild; Ms Fiona Ryland; Dr Benet Salway; Professor Vieri Samek-Lodovici; Professor Giampietro Schiavo; Professor Ralf Schoepfer; Professor Anthony Segal; Professor Andrea Sella; Dr Lion Shahab; Professor Sonu Shamdasani; Professor David Shanks; Professor Elizabeth Shepherd; Professor Talvinder Sihra; Dr David Sim; Professor Michael Singer; Dr Bill Sillar; Professor Trevor Smart; Professor Anthony Smith; Christophe Soligo; Professor Sarah Spurgeon; Dr Uta Staiger; Professor Claudio Stern; Professor Melvyn Stokes; Dr Sherrill Stroschein; Dr Kristza Szendroi; Professor Alan Thompson; Dr Emanuela

¹ 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) so that their names can be included in the record when these Minutes are confirmed at the next scheduled meeting of AB.

Tilley; Professor Nigel Titchener-Hooker; Mr Simon To; Professor Derek Tocher; Dr Ahmed Toosy; Professor Andrea Townsend-Nicholson; Dr Nalini Vittal; Mr Martin Walsh; Professor Claudia Wheeler-Kingshott; Ms Gemma Wickert; Dr James Wilson; Dr Stan Zochowski.

In attendance: Mr Derfel Owen (Secretary to Academic Board); Ms Siobhan Fitzgerald (Academic Services); Ms Anne Marie O’Mullane (Governance and Secretariat Manager); Ms Emily Bushby (Finance & Business Affairs) Mr Philip Harding (Finance & Business Affairs); Ms Natasha Lewis (Finance & Business Affairs); Ms Rebecca Reiner (Global Engagement Office).

Apologies for absence were received from: Professor Joerg Albert; Professor James Anderson; Professor David Batty; Professor Douglas Bourn; Professor Helen Bennion; Dr Yasminah Beebeejaun; Professor Graziella Branduardi-Raymont; Professor Dan Browne; Dr Elisabete Cidre; Dr Ben Clifford; Professor Susan Collins; Professor Izzat Darwazeh; Professor Julio Davila; Dr Rachele De Felice; Dr Vanessa Diaz; Professor Simon Dixon; Dr Melanie Ehren; Professor Susan E. Evans; Professor Jonathan Fry; Professor Mary Fulbrook; Professor Dilly Fung; Professor Jonathan Gale; Dr Haidy Geismar; Dr Lesley Gourlay; Professor Lee Grieveson; Professor Graham Hart; Professor Helen Hackett; Professor Michael Heinrich; Professor Martin Koltzenburg; Professor Ofer Lahav; Professor Charles Marson; Professor John Martin; Professor Gesine Manuwald; Professor Usha Menon; Professor Robert Mills; Professor Sara Mole; Professor Afshin Mosahebi; Professor Gemma Moss; Professor Elizabeth Murray; Professor Thomas Otis; Dr Andy Pearce; Dr Hynek Pikhart; Professor Sarah Price; Professor Slavo Radosevic; Professor Geraint Rees; Professor Jonathan Roiser; Professor Vieri Samek-Lodovici; Professor Robert Savage; Professor Andreas Schaefer; Professor Mala Shah; Dr Michael Short; Professor Afzal Siddiqui; Dr Helen Stagg; Professor Andrew Stahl; Professor Catherine Tuleu; Dr Rosie Peppin Vaughan; Dr Jane Warren; Dr Norman Williams; Professor Andrew Wills; Professor Maria Wyke; Professor Dominic Wyse; Professor Tarek Yousry.

Key to abbreviations

AB	Academic Board
AC	Academic Committee
DfE	Department for Education
EU	European Union
GES	Global Engagement Strategy
HE	Higher Education
HEFCE	Higher Education Funding Council for England
NSS	National Student Survey
QAA	Quality Assurance Agency
REF	Research Excellence Framework
SMT	Senior Management Team
TEF	Teaching Excellence Framework
ULCU	University College London Union
VP	Vice-Provost

Preliminary business

1. TERMS OF REFERENCE, CONSTITUTION AND MEMBERSHIP 2017-18

[PAPERS 1-01 – 1-03, 2017-18]

- 1.1. **Received** – AB’s terms of reference, constitution and membership for the session 2017-18 and a note by the Secretary on AB Standing Orders.

2. ACADEMIC COMMITTEE TERMS OF REFERENCE AND CONSTITUTION

[PAPER 1-04, 2017-18]

- 2.1. **Received** – AC’s terms of reference and constitution for the session 2017-18.

3. GOVERNANCE COMMITTEE OF ACADEMIC BOARD TERMS OF REFERENCE AND CONSTITUTION

[PAPER 1-54, 2017-18]

- 3.1. **Received** – GCAB’s terms of reference and constitution for the session 2017-18.

4. MINUTES OF 3 MAY 2017 MEETING

- 4.1. **Approved** – the Minutes of the Academic Board meeting held on 3 May 2017 *[AB Minutes 43-58, 2016-17]*.

5. MATTERS ARISING FROM THE MINUTES OF 3 MAY 2017

- 5.1. None

6. MINUTES OF 18 MAY 2017 SPECIAL MEETING OF ACADEMIC BOARD

- 6.1. **Approved** – the Minutes of the Special Meeting of Academic Board held on 18 May 2017 *[AB Minutes 59-60, 2016-17]*.

7. MATTERS ARISING FROM THE MINUTES OF 18 MAY 2017

- 7.1. See item nine below.

Matters for discussion

8. PROVOST’S BUSINESS

8A Provost’s communications with AB

8A.1 The Provost noted that previously he had communicated with members of AB every fortnight through the ‘Provost’s View’ in ‘the week’. In an attempt to improve communication with AB members, a once monthly email will now be sent directly from the Provost, which will be in easy-read format to solve the issue of accessibility on mobile devices. The Provost invited AB members to provide feedback on this change.

8B Changes to HE funding

8B.1 The Provost noted that there is no prospect in the foreseeable future of increasing the home/EU tuition fee of £9,250, and it was noted that the threshold salary for repaying tuition fees has been increased from £21,000 to £25,000, with a sliding scale of interest rates according to income. The government’s plans for the future of HE funding is not yet clear. It is also not clear what this means for the TEF now that outcomes will not be linked to the setting of tuition fees.

8C Brexit

8C.1 The Provost noted that there is a strong desire from the European Union for links with the UK HE sector, particularly in the areas of research and innovation, but that the big issue will be agreeing the UK pay-out, which is still being negotiated. A huge effort is taking place for phase two negotiations, and over the next few weeks it is likely that there will be movement over the negotiating position.

9. GOVERNANCE COMMITTEE OF ACADEMIC BOARD (GCAB) ARRANGEMENTS

9.1. The Provost thanked the GCAB for their work in prioritising the items for discussion at the AB meeting.

9.2. **Received** – a presentation from the Chair of the GCAB, Professor Ralf Schoepfer.

9.3. The Chair of GCAB provided a short summary of the creation of this sub-committee of AB.

9.4. It was noted that to date there have been two meetings of GCAB, where they had established working groups and agreed their approach to the work of reviewing the AB papers. It had been resolved that GCAB:

- would like to receive AB papers 14 days before AB meeting
- will classify AB agenda items (highly significant, important, non-contentious)
- would like to have AB agenda in decreasing order of importance
- would like AB having more time to resolve high-significant items

It was noted that these suggestions had been well received, and the Chair of GCAB thanked the Provost and Academic Services for the support provided.

9.5. The Chair of GCAB explained that the Committee had agreed to pre-circulate memoranda with GCAB’s perspective on items on the AB Agenda. The purpose of the memoranda were to: provide classification to guide AB (‘non-contentious’, ‘important’, and ‘highly significant’), provide background or context, highlight issues, and point-out

matters that may need further elaboration and discussion.

- 9.6. The Provost thanked GCAB for its work and noted that the request to receive papers 14 days before the AB meeting would be met, but if an urgent matter arises where this time-frame is not workable, he reserves the right to include additional items on the agenda.

10. REPORT ON UNIVERSITY TITLE STATUS

[PAPER 1-06, 2017-18]

- 10.1. **Received** – a presentation from Ms Wendy Appleby, Registrar.
- 10.2. The Provost noted that the proposals are very detailed and might require a Special Meeting of AB to allow further consideration of the proposed change. Although it would be helpful to receive an indication of AB's support, or not, for applying for University Title.
- 10.3. The Registrar noted that at the last AB meeting in May, a paper was provided that laid out the background to the proposed change and gave details of the process for the change. There is now a clearer idea of the timeline and proposals. The current paper was updated to provide more contextual detail in light of feedback from GCAB.
- 10.4. The Registrar noted that seeking university title status does not mean that UCL will leave the University of London, nor is it UCL's intention to leave; she also clarified that that UCL will not seek to change its name. This change had been precipitated by a decision by UoL to amend the University of London Act and the University of London Statutes to replace references to 'Colleges of the University' with 'Member Institutions', therefore enshrining the status of most member colleges as independent degree awarding bodies in their own right. Other member colleges will be making this change at the same time. The Registrar noted that this change is in keeping with UCL's status and brings UCL into line with our peer universities outside London. It was noted that the University of London is coordinating the process across its member institutions, providing legal guidance, and brokering discussions with the relevant external bodies.
- 10.5. At their March 2017 meeting, Council agreed that this process would provide an opportunity to undertake a light-touch review and update the UCL Charter and Statutes, and a small group was convened to undertake this review. The paper presents suggested changes and provides discussion points intended to elicit feedback. The Registrar elaborated on some of the proposed changes, and noted that as an absolute minimum, if UCL seeks university title status, changes are required to Article 1 of the Charter (that states the establishment of UCL), and throughout the Charter and Statutes references to 'college' will be changed to 'University', and 'University' to 'University of London'.
- 10.6. In response to a member's query about what the function of the UoL will be after this change, the Provost noted that the relationship would remain largely unchanged from the current one and that UoL would continue to perform two major functions: 1. to run international programmes, and 2. to provide services to students, predominantly the

library and accommodation.

- 10.7. Members of AB expressed broad support for the process of applying for University Title.
- 10.8. A discussion ensued about the other suggested changes to the Charter and Statutes and the general feeling was that while some of the proposed changes were genuinely light-touch, others were more significant and would need further in-depth consultation over an extended time period to ensure the implications were widely understood and consensus achieved where appropriate. The Registrar agreed to extend further opportunities for input from Academic Board and the wider UCL community; the Provost reiterated the possibility of organising a Special Meeting of AB to discuss the proposed changes to the Charter and Statutes in detail.
- 10.9. In response to a members query, the Registrar noted that the letter sent to HEFCE from the Chair of Council to instigate the process would not require that the detail of further changes to the Charter and Statutes be decided on. The Registrar also explained that the Privy Council will provide advice on proposed changes to the Charter and Statutes but that no formal approach would be made to the Privy Council until further discussion and consultation had taken place, including with Academic Board.

11. UCL IPR POLICY UPDATE

[PAPER 1-07, 2017-18]

- 11.1. **Received** – an oral introduction to the paper from Dr Celia Caulcott, Vice-Provost (Enterprise and London).
- 11.2. The VP thanked the GCAB for the questions they raised and circulated before the meeting. The VP noted that the IPR policy presented brings together the two current policies, but does not introduce any changes; the policies were merged in order to clarify the rights of staff and students and make the policy more easily accessible.
- 11.3. The VP noted that the IPR policy is a technical document, and requested that any technical queries be emailed by the end of the following week to herself or Natasha Lewis, UCL Director of Legal. If required, an open meeting for all interested staff could be organised in November to go through these technical issues.
- 11.4. Responding to concerns about recording of lectures, the VP explained that this policy applied only to instances where pre-agreed recordings were made of lectures and how those materials were used. The policy on how, whether and when lectures are recorded was a different matter and would require a specific discussion about UCL's Lecturecast policy. The Chair of UCL's Online-Media Board noted that the current IPR policy states that copyright of Lecturecast materials belongs to the member of staff, but that UCL can use the material if that member of staff moves to another institution. It was noted that currently the use of Lecturecast is opt-in, but that the UCL Education Strategy has proposed this changes to an opt-out position, in order to increase the use of

Lecturecast, a request driven by the Students' Union and approved in principle by Education Committee.

- 11.5. The VP also explained, in response to questions, that the terms 'during employment' and 'during the course of UCL duties' were both used deliberately in order to include contractors as well as staff and students.
- 11.6. A number of members expressed concerns that the consultation had not been extensive enough, and commented that many staff members were unaware of the current policy as well as the proposed update, and that the policy was not communicated in a clear and easy to understand way. In response the VP noted that the plan to bring the two policies together was intended to help ensure that the policy was more accessible, clear and widely understood. The VP further noted that in bringing this paper to AB it was intended to increase awareness of it. The Provost noted that it was the responsibility of everyone to make themselves aware of UCL policies, and that this forms part of the recently improved induction process for new staff. In response to a comment about the consultation process being wrongly constructed, the VP noted that there may have been a misunderstanding of what was being asked at the consultations.
- 11.7. In response to a members query *over section 2.2.1: 'Patents. UCL shall own any patentable invention made by any UCL staff member in the course of his/her duties'*, the VP noted that there is no requirement to get permission from management to publish rather than to patent the idea, and confirmed that this decision lies entirely with the staff member. The Provost confirmed that it would be noted that this clarification should be made clear in the policy.
- 11.8. In response to members' comments about the need for clear communications about the policy, the VP agreed to create a working group that would consist of a diverse group of people, and to report back to AB on the outcome.

ACTION:

The Vice-Provost (Enterprise and London) will put together a working group to address raised queries around the IPR policy, and will report back to AB.

12. REPORT ON LOCATION OF INSTITUTE OF NEUROLOGY/DEMENTIA RESEARCH INSTITUTE

[PAPER 1-08, 2017-18]

- 12.1. **Received** – a presentation from Professor Michael Hanna, Director of UCL Institute of Neurology.
- 12.2. The Director of UCL Institute of Neurology (IoN) provided some background detail to the current proposal, explaining that the academic vision endorsed by SLMS and by the Faculty of Brain Sciences is for the IoN to be the leading translational neuroscience centre in the

world. They also want to work in a connected environment that ensures that UCL and UCLH work together in their primary partnership to ensure that the advances that are made enhance patient care and provide the right environment for research and teaching.

- 12.3. The IoN Director explained that the original vision was to rebuild Queen Square House (QSH) to provide a major new facility for the IoN and the DRI, next to the National Hospital for Neurology and Neurosurgery (NHNN). It became clear that a building of this size was not feasible, the proposal was refined and the building size reduced, but concerns remain over planning, affordability, and lack of capacity for future growth. Also, in terms of funding for this project, there remains a significant gap of £63M-£73M. This has led to an alternative proposal: the dual hub model. This would involve a reciprocal deal with the UCL Hospital Trust to sell 75% of QSH to UCLH, retaining 25% for IoN/DRI use, and purchasing from UCLH the Eastman Dental Hospital (EDH) site.
- 12.4. The Dual Hub model has attempted to maximise clinical and academic collaboration, with the aim of maintaining a link between scientific and clinical activities, where the QSH site will house an Experimental Research hub, while the EDH site will house a Basic Research and Outpatient Unit. The EDH option would also provide more space, flexibility to adapt to changes in science and further growth of the Institute.
- 12.5. The IoN Director reported on the academic consultations that had taken place, and reported the concerns of the community: the impact on collaboration between academic research and clinical practice and the subsequent effect on translational research activities and experimental medicine; the impact on joint appointments, and the continued access to patients, samples and a clinical research setting. The mitigation to these concerns were noted as: the co-location academic and clinical practitioners in both hubs, the experimental medicine hub as the QSH site, joint appointments and co-location to be in the same site wherever possible, and the dual-purpose experimental research hub as the QSH hub. It was also noted that a further consideration is the wider opportunity for UCL to buy and develop the EDH site.
- 12.6. A number of members expressed concerns over the dual hub model, noting that for a true partnership there should be a 50:50 split and so the 25% at QSH was problematic. There were also queries about whether the QSH hub would be a permanent arrangement.
- 12.7. Some members were not convinced that the dual-hub model would provide the optimal environment as set out in the presented vision, being concerned that the very intensive treatment of patients and interaction with them would suffer, and that the dual hub model would result in reduced collaboration between scientists and clinicians, and lower levels of grant funding.
- 12.8. A number of members expressed the view that the endorsement of the proposal by SLMS and the Faculty of Brain Sciences did not reflect the views of IoN academics, who in their responses to the two consultation questionnaires showed their disagreement with the dual hub proposal, with a preference for the QSH site proposition. There were further concerns that this model would sacrifice the interests of the IoN in favour of UCL if the EDH purchase went ahead, with some members questioning if there were academic reasons for the move,

or if it was strictly financial.

- 12.9. The Dean of the Faculty of Brain Sciences responded to members concerns by noting that this move is academically driven, seeking to provide the space that is required to grow and meet the ambitions for IoN and the DRI. He responded that acute inpatient work could be undertaken at the QSH site, and outpatient work elsewhere. The Dean also made it clear that the dual hub would be continued over time, and that arrangements with UCLH around options to buy more space in 5-10 years' time would be joint decisions between UCL and UCLH.
- 12.10. The Provost responded to members' comments by noting that the options available were complex and required full and transparent engagement in order to reach a balanced and pragmatic conclusion, easy options were not available if the academic ambitions of the IoN and DRI were to be met. The Provost noted that this is a complex and difficult decision, and assured members that the mood of AB would be fairly and accurately reported to Council as they make their decision. The Provost also noted that there was a further meeting that he would attend on Monday 16th October with the PIs to discuss the proposals.

13. PRINCIPAL THEME TWO REPORT: VICE-PROVOST (EDUCATION & STUDENT AFFIARS) ANNUAL REPORT TO COUNCIL ON UNIVERSITY TITLE STATUS

[PAPER 1-09, 2017-18]

- 13.1. This item was not presented at AB due to lack of time. The GCAB memo was sent to the VP and the response to the questions raised in that document are noted below:

14. 2017 STUDENT SURVEYS UPDATE THEME TWO REPORT: VICE-PROVOST (EDUCATION & STUDENT AFFIARS) ANNUAL REPORT TO COUNCIL

[PAPER 1-10, 2017-18]

- 14.1. This item was not presented at AB due to lack of time. Members were invited to contact the VP directly with any further comments or questions.

15. PRINCIPAL THEME SIX REPORT: VICE-PROVOST (INTERNATIONAL) ANNUAL REPORT FOR 2016-17 & UCL 'SEASON IN' PROGRAMME PURPOSE

[PAPER 1-11, 2017-18]

- 15.1. This item was not presented at AB due to lack of time. Members were invited to contact the VP directly with any further comments or questions.

<p>Other matters for approval or information</p>

16. LEAD OFFICER REPORT ON CAREERS AND EMPLOYABILITY 2016-17

[PAPER 1-12, 2016-17]

16.1. **Received** – the annual lead officer report for 2016-17.

17. LEAD OFFICER REPORT ON STUDENT ACCOMMODATION 2016-17

[PAPER 1-13, 2017-18]

17.1. **Received** – the annual lead officer report for 2016-17.

18. REPORT ON PROPOSED ARRANGEMENTS FOR AB ELECTIONS SPRING TERM 2018

[PAPER 1-014, 2017-18]

18.1. **Received** – the report on proposed arrangements for AB elections.

19. REPORT OF STUDENT SUSPENSIONS AND EXCLUSIONS

*[*PAPER 1-15, 2017-18]*

19.1. **Received** – the report of student suspensions and exclusions in the academic years 2015-16 and 2016-17.

20. ELECTED MEMBER OF COUNCIL

[PAPER 1-16, 2017-18]

20.1. **Received** – a note on the arrangements with respect to Professor Wills' Council membership.

21. MINUTES OF COUNCIL

[PAPER 1-17, 2017-18]

21.1. **Received** – the confirmed set of minutes of Council for 2nd May 2017.

22. MINUTES OF ACADEMIC COMMITTEE

[PAPER 1-18, 2017-18]

22.1. **Received** – the unconfirmed set of minutes of Academic Committee for 15th June 2017.

23. MINUTES OF GOVERNANCE COMMITTEE OF ACADEMIC BOARD

[PAPER 1-19, 2017-18]

23.1. **Received** – the unconfirmed set of minutes of Governance Committee of Academic Board for 14th July 2017.

24. AWARDS TO UCL STAFF

[PAPER 1-20, 2017-18]

- 24.1. **Received** – a note on the award of major prizes etc to members of the academic community of UCL since the previous meeting of AB.

25. APPOINTMENTS

[PAPER 1-21, 2017-18]

- 25.1. **Received** – 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.

26. ACTION TAKEN BY CHAIR (including Academic Board Working Groups on Established Chairs and Readerships)

[*PAPER 1-20, 2017-18]

- 26.1. **Received** – a note of action taken by the Chair on behalf of Academic Board since the last report.

27. DATE OF NEXT MEETING

- 27.1. Upcoming dates for Academic Board meetings as follows:

- Spring 2018: **Wednesday 17th January 2018**
- Summer 2018: **Wednesday 2nd May 2018**

DERFEL OWEN

Director of Academic Services and Secretary to Academic Board

Tel: 0203 1088209, UCL ext. 58209

Email: d.owen@ucl.ac.uk

19 October 2017