



ACADEMIC BOARD

Wednesday 13th May 2015

MINUTES

*PRESENT*¹:

President and Provost (*Chair*)

Ms Wendy Appleby, Ms Nicola Arnold, Dr Simon Banks, Mr Francis Brako, Dame Nicola Brewer, Ms Annabel Brown, Ms Jane Burns, Professor Stephen Caddick, Dr Ben Campkin, Ms Sue Chick, Professor Lucie Clapp, Ms Charlotte Croffie, Professor Izzat Darwazeh, Professor Julio D. Davila, Ms Eleanor Day, Dr Sally Day, Dr Rachele De Felice, Dr Rosaline Duhs, Dr Melanie Ehren, Dr Caroline Essex, Professor Susan Evans, Ms Ava Fatah gen. Schieck, Dr Martin Fry, Professor Mary Fulbrook, Mr Philip Gardner, Dr Hugh Goodacre, Dr Lesley Gourlay, Dr George Grimble, Dr Paul Groves, Professor Valerie Hazan, Professor Jenny Head, Professor Michael Heinrich, Dr Evangelos Himonides, Dr John Hurst, Ms Liz Jones, Ms Lina Kamenova, Mr Rex Knight, Mr Lukmaan Kolia, Professor Susanne Kord, Professor Jan Kubik, Dr Sarabajaya Kumar, Dr Andrew Logsdail, Dr Helga Lúthersdóttir, Professor Raymond MacAllister, Professor Sandy MacRobert, Dr Merle Mahon, Professor Genise Manuwald, Dr Lilijana Marjanovic-Halburd, Professor Charles Marson, Dr Helen Matthews, Ms Fiona McClement, Dr Saladin Meckled-Garcia, Dr Jenny Mindell, Dr John Mitchell, Dr Richard Mole, Dr Caroline Newton, Professor Martin Oliver, Professor Norbert Pachler, Professor Alan Penn, Dr Brent Pilkey, Mr Mike Rowson, Professor Tom Salt, Professor Elizabeth Shepherd, Professor Richard R Simons, Professor Lucia Sivilotti, Dr Hazel Smith, Dr Fiona Strawbridge, Professor Stephen Smith, Professor Sacha Stern, Ms Emanuela Tilley, Mr Simon To, Professor Derek Tocher, Professor Jonathan Wolff, Professor Steve Wood.

In attendance: Ms Clare Goudy, Mr Dominique Fourniol (Media), Dr Patty Kostkova, Mr Derfel Owen (Secretary), Ms Chandan Shah.

Apologies for absence were received from: Dr Sunny Bains, Professor Sonia Blandford, Dr Alice Bradbury, Professor Graziella Branduardi-Raymont, Professor Peter Brocklehurst, Professor Franco Cacialli, Professor Claire Callender, Professor Matteo Carandini, Professor Richard Cowan, Dr Jason Davies, Professor Bryony Dean Franklin, Dr Panayotes Demakakos, Ms Elizabeth Dow, Professor Peter Earley, Dr Karen Edge, Professor Karen Evans, Professor Anthony Finkelstein, Professor Toby Greany, Dr Alistair Greig, Professor Helen Hackett, Ms Ruth Harper, Dr Andrew Harris, Professor Kenneth Harris, Professor Graham Hart, Professor Harry Hemingway, Dr Arne Hofmann, Mrs Lori Houlihan (Alumni office), Professor Stephen Hunt, Professor Giandomenico Iannetti, Dr Katherine Ibbett, Dr Kersti Karu, Dr Eirini Koutoumanou, Dr Sandra Leaton Gray, Professor Alena Ledeneva, Professor Robert Lowe, Professor Robert Lumley, Professor Alejandro Madrigal, Professor Usha Menon, Professor Kevin Middlebrook, Professor Jonathan Montgomery, Ms Andrea Nahum, Dr Julie Olszewski, Dr Anne Peasey, Dr Blandine

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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.

Poulet, Professor David Price, Professor Thilo Rehren, Professor Mala Shah, Professor Lorraine Sherr, Dr Ruth Siddall, Professor Anthony Smith, Professor Iain Stevenson, Dr Sherrill Stroschein, Professor Melissa Terras, Ms Olga Thomas, Professor Alan Thompson, Professor Sir John Tooke, Professor Henning Walczak, Dr Michael Walls, Professor Alimuddin Zumla.

Key to abbreviations

AB	Academic Board
EU	European Union
HEFCE	Higher Education Funding Council for England
HER	Higher Education Review
IoE	Institute of Education
LPC	Laboratory for Protein Crystallography
QAA	Quality Assurance Agency
REF	Research Excellence Framework
SED	Self-Evaluation Document
SMT	Senior Management Team
UCLU	University College London Union
UCU	University College Union
UG	Undergraduate Taught Students
VP	Vice-Provost

36 MINUTES OF THE MEETING OF 25 FEBRUARY 2015

Noted:

36.1 A member of AB raised concerns over items 29 – 31 that were minuted as ‘approved’ because it was unclear at the last meeting whether members had been formally invited to approve items under ‘For Information and Formal Approval’ on the agenda. The Provost responded that members were given an opportunity to highlight any concerns to the Secretary of AB in advance of the meeting and none had been received for those items.

36.2 For clarity, the Provost asked members of AB whether there were any objections to formally approving items 29-31.

Confirmed:

36.3 The Minutes of the meeting of AB held on 25 February October 2015 [*AB Mins. 17-35, 25.03.15*]

37 MATTERS ARISING FROM THE MINUTES

37A Global Engagement Strategy

Noted:

37A.1 Council had approved the final draft of the Global Engagement Strategy at its meeting on 30 March 2015.

37B UCL Australia

Noted:

- 37B.1 Following completion of the stakeholder consultation, UCL had confirmed that after the end of 2017 it will no longer have a stand-alone, independent presence in Adelaide. UCL has also confirmed its commitment to engaging with South Australia. UCL's future engagement will take the form of a partnership between the UCL Faculty of Engineering Sciences and the University of South Australia's Division of Information Technology, Engineering and the Environment, with a particular focus on work with its new Future Industries Institute. A Memorandum of Understanding committing both parties to exploring identified areas for collaboration was signed in Adelaide and London on 27 April.
- 37B.2 As part of the partnership, arrangements were in hand to second a senior member of the University of South Australia's academic staff to be UCL Australia's Head of Department through to the end of 2017.
- 37B.3 Up until the end of 2017, UCL Australia's teaching programme will continue as usual. New cohorts of students will be admitted to the two-year Masters programme in April 2015 and February 2016. Arrangements to ensure teaching is appropriately supported through to the end of 2017, when the last cohort will graduate, were considered by Education Committee on 27 April 2015.

38 PROVOST'S BUSINESS

Received:

- 38.1 An oral report from the Provost. In addition to items already on the Agenda, the Provost highlighted the following points.

38A General Election May 2015

Reported:

- 38A.1 The Provost reported that the outcome of the recent General Election could have considerable implications for UCL particularly in the following areas; tuition fees and long-term funding, international student recruitment due to immigration policies, and research funding and student and staff mobility in Europe after the possible referendum on the UK membership of the EU. The Provost explained that UniversitiesUK and many UK university leaders would want to make a significant contribution to the campaign for the UK to remain in the EU.

38B Fellows of the Royal Society

- 38B.1 The Provost reported that three UCL staff members had recently been awarded a Fellowship of the Royal Society.

38C Fellows of Academic Sciences

- 38C.1 The Provost reported that five UCL staff members has been awarded a Fellowship of Academic Sciences.

38D QS World University Rankings 2015

38D.1 The Provost reported that UCL had achieved joint 5th position with Oxford in the recent publication of the QS World University Rankings and that the IoE had achieved 1st position in the Education subject rankings.

38E Senior Team Departures

38E.1 The Provost reported that this was the final AB for Professor John Tooke as Vice-Provost (Health). AB were invited to thank Professor Tooke for his significant contributions to Health and Medicine over the last five years in his role as VP and highlighted the value of this to UCL and the wider community.

38E.2 The Provost also reported that the Vice-Provost (Enterprise and London), Professor Steve Caddick, was attending his final meeting as a VP, but would maintain a 10% professorship post at UCL to continue with research activities and therefore remain as a member of AB. AB was invited to thank Professor Caddick for his contribution as VP.

39 EDUCATION STRATEGY

Received:

39.1 A presentation from the Director of Education Planning, Ms Clare Goudy, on the consultation plan for the Education Strategy.

Reported:

39.2 The Director of Education Planning reported that the key focus of the Education Strategy would be the second theme of the UCL 2034 Strategy: *Integration of education and research*. Draft proposals had been created based on this second theme alongside areas that required short-term consideration such as learning spaces and timetabling.

39.3 Colleagues were invited to respond to proposals to the online consultation or send comments to the vpeducation@ucl.ac.uk email address. A Town Hall meeting on Monday 1st June would be open to all staff members to engage in discussions about the Strategy.

39.4 The Vice-Provost (Education and Student Affairs) and the Director of Education Planning would also be attending Faculty Teaching Committees over the summer term and consulting with other relevant colleagues.

39.5 An early draft of the Education Strategy would be presented in the Autumn term to colleagues for comments with a final draft available by December 2015.

Discussion:

39.6 In response to questions about the engagement with colleagues in the consultation process and the focus of the proposals, the Director of Education Planning reported that documentation would be available to a wide audience and all proposals and documentation were on the dedicated website for all to access. Meetings could be organised with specific groups to hear their views, such as Teaching Fellows and students. The content of the proposals had been based on existing documents and required some work. The terminology and concepts of the proposals would be discussed with colleagues and students. Separate working groups had been set up to concentrate on certain areas, such as the Learning Spaces Project Board focusing on the effective use of teaching spaces and an effective timetable.

40 PROPOSAL TO DISESTABLISH THE LABORATORY FOR PROTEIN CRYSTALLOGRAPHY (LPC) WITHIN UCL DIVISION OF MEDICINE

Received:

- 40.1 At AB 3 - 2 (14-15), a paper regarding the proposal to disestablish the Laboratory for Protein Crystallography (LPC) within the Centre for Amyloidosis and Acute Phase Proteins, UCL Division of Medicine currently located within the UCL Medical School (Royal Free Campus), presented by Dr Martin Fry, Department of Medical Physics and Bioengineering.

Reported:

- 40.2 Dr Fry introduced the paper explaining that the signatories were concerned about the decision to close the laboratory and the consequences for academic freedom and governance; responsibility to students and relationships with UCL Partners and external bodies.
- 40.3 Dr Fry explained that the intention of the paper was not to open discussion about the circumstances of individual members of staff but to explore the strength of the academic case for closing the laboratory. The signatories to the paper felt that the formal case presented for the closure had focussed on project funding and new requirements for space occupied by the laboratory, but had not made an academic case for closure.

Discussion:

- 40.4 The current Dean of Faculty of Medical Sciences, Professor David Lomas responded that UCL HR policies and processes had been followed with a view to ensuring there was minimum impact on academic staff. Two options were considered; a construction of another LPC unit or integration of people in other areas of UCL.
- 40.5 The Director of Human Resources, Mr Nigel Waugh, reported that all processes were followed properly with involvement of UCU. The affected staff have all reached an agreement with UCL about their future employment. As LPC was a laboratory within a division of a Faculty and not a department in its own right, Statute 10 was not followed.
- 40.6 The Head of the Division, Professor Raymond McAllister responded that there was an academic requirement for change. The changing research environment in the discipline had provided a rationale for LPC to move to the Centre for Drug Design. Such a move would allow a greater scope of engagement with the Faculty of Medicine.
- 40.7 In response to a question from a member on the presentation of the academic case to those affected, the Head of Division responded that the consultation document made a case based on the physical location of and the sustainability of its activities as a stand alone lab.
- 40.8 The Provost highlighted that AB was not required to make a decision on this item. This item was for discussion purposes to raise awareness for future change processes. It was important to follow correct procedures with consultations and wider discussions on possible implications of decisions taken.

41 VICE-PROVOST (ENTERPRISE AND LONDON) ANNUAL REPORT

Received:

- 41.1 At AB 3 - 3 (14-15), an annual report presented by the Vice-Provost (Enterprise and London), Professor Stephen Caddick. The report was due to be submitted to the Council meeting of 21 May 2015.

Reported:

- 41.2 The Vice-Provost (Enterprise and London) explained that the annual report was a celebration of achievements of students and staff over the previous 12 months. The Enterprise Strategy was launched in 2011 with an aim to enrich the student and staff experience, and to build UCL's impact on society.
- 41.3 Since the launch of the strategy, there had been an increase in activity and the volume and diverse activity had doubled. The VP reported some key highlights such as, Introduction of an Online Learning Platform, Internship programmes with companies and assistance to over 1000 students with their enterprise initiatives.
- 41.4 The VP explained that research grants increasingly require advanced interaction with industry and the community and that success is measured in terms of impact and engagement with industry and the community. The enterprise concept generated significant financial income and enriched the student experience with engagement of the community with research and teaching.
- 41.5 The Provost commented on the high quality of achievements and performance evident in the report that had created a noticeable cultural change within UCL. REF has assisted with the integration of the UCL community with the industry and society. The Provost expressed his gratitude to the VP and his significant contribution to UCL.

42 QAA HIGHER EDUCATION REVIEW

Received:

- 42.1 An oral update on the QAA HER preparations, by the Director of Academic Services, Mr Derfel Owen.

Reported:

- 42.2 The Director of Academic Services reported that the UCL HER is scheduled to take place during the week beginning 9 May 2016. In advance of the visit, UCL will submit an evidence base in the form of a Self-Evaluation Document, UCLU also has an opportunity to produce a student submission to accompany the University's SED.
- 42.3 The review team will likely be composed of 6 members who will evaluate the evidence presented by UCL and UCLU to reach a series of judgments about academic provision at UCL these include academic standards; the quality of student learning opportunities; the provision of information and the approach to enhancement. These are public judgements and therefore have a potential impact on UCL's national and international reputation.
- 42.4 UCL has the opportunity to highlight achievements, current good practices and areas for improvement and development. Academic Services will be working closely with colleagues in UCLU, Professional Services, Faculties and Departments to prepare UCL's SED and to build the evidence base.

- 42.5 A high-level strategy group, chaired by Professor Anthony Smith, has been established to oversee the preparation for the HER and will report periodically to SMT, Academic Committee and Academic Board.

Discussion:

- 42.6 Members asked about the opinion of the reviewers and academic's engagement with them during the review. The Director of Academic Services responded that this was a peer review process and UCL would make a case for what work was outstanding and where improvements were required.
- 42.7 Members asked about the evidence relating to student comments and student employability and that this would be gathered through working with departments and UCLU. The Director of Academic Services explained that the student input will be very important to the process but also that the review team will focus on how UCL listens to, responds to and works with its students to manage and improve quality.
- 42.8 The Provost emphasised to Academic Board, the importance of this review process as an opportunity to demonstrate UCL's commitment to excellence in education and the value it can add to our approach to quality assurance. It was also emphasised that while UCL has a strong global reputation and brand, UCL must demonstrate throughout this process that it is not complacent and it has a robust set of quality assurance arrangements to support the experience of students and is committed to continuous improvement.

43 AWARDS TO UCL STAFF

Noted:

- 43.1 At AB 3 - 4 (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.

44 APPOINTMENTS

Noted:

- 44.1 At AB 3 – 5 (14-15) 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.

45 ACTION TAKEN BY THE CHAIR ON BEHALF OF ACADEMIC BOARD

45A Academic Board Working Groups on Established Chairs and Readerships

Noted:

- 45A.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 ^{*1} AB 3 - 6 (14-15).

46 DATE OF NEXT MEETING

Noted:

- 46.1 There were no further meetings of AB scheduled for the current session.

46.2 Dates of meetings of AB in session 2015-16 have been scheduled as follows:

- Autumn 2015 **Tuesday 13 October 2015**
- Spring 2016 **Wednesday 10 February 2016**
- Summer 2016 **Wednesday 27 April 2016**

Discussion:

46.3 The Provost reported that a member of AB had queried the timings of the meetings and proposed the option to start meetings at 14.05 to be compliant with the Dignity at Work policy. The rationale for the current time at 16.05 was to avoid clashes with regular teaching time and therefore location of the meeting would not be restricted due to booked teaching spaces.

46.4 AB agreed to move the meetings to a 14.05 start time and the Provost commented this would be a trial period for one year and that levels of attendance and participation would be reviewed.

DERFEL OWEN

Director of Academic Services and Secretary to Academic Board

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May 2015