



ACADEMIC BOARD

Wednesday 14 May 2014

MINUTES

*PRESENT*¹:

President and Provost (*Chair*)

Ms Sarah Alleemudder, Ms Wendy Appleby, Mr Malcolm Bailey, Dr Paul Bartlett, Dr David Batty, Dr Jason Blackstock, Dame Nicola Brewer, Professor Robert Brown, Professor Stephen Caddick, Dr Ben Campkin, Dr Elettra Carbone, Professor Richard Catlow, Ms Sue Chick, Mr Ben Colvill, Dr Mario Cortina-Borja, Professor Simon Dixon, Dr Martin Fry, Professor Mary Fulbrook, Professor Dame Hazel Genn, Ms Emer Girling, Dr Hugh Goodacre, Dr George Grimble, Professor Helen Hackett, Mr Sean Hanna, Dr Jamie Harle, Professor Graham Hart, Professor Jem Hebden, Professor Peter Jones, Mr Rex Knight, Dr Antonio Lazzarino, Dr Helga Lúthersdóttir, Professor Gesine Manuwald, Professor Charles Marson, Ms Laura Parrett, Professor Alan Penn, Dr Hynek Pikhart, Ms Kuen Yip Porter, Professor David Price, Professor Thilo Rehren, Professor Ralf Schoepfer, Dr Stephanie Schorge, Professor Sonu Shamdasani, Professor Elizabeth Shepherd, Professor Lucia Sivilotti, Dr Joy Sleeman, Professor Anthony Smith, Mr Mark Sudbury, Ms Olga Thomas, Professor Alan Thompson, Mr Ben Towse, Mr Nigel Waugh, Dr Thomas Wilks, Dr Andrew Wills, Professor Jo Wolff, Professor Jose Zalabardo.

In attendance: Dr Sunny Bains, Mr Jason Clarke (*Secretary*), Ms Charlotte Croffie, Ms Eleanor Day, Mr Dominique Fourniol, Mr Nick McGhee, Dr Frosso Pimenides, Ms Liz Rideal.

Apologies for absence were received from: Dr Adriana Allen, Professor James Bainbridge, Dr Robert Blizzard, Professor Peter Brocklehurst, Professor Franco Cacialli, Professor Lucie Clapp, Mr Daniel Cotfas, Professor Pamela Davidson, Professor Oscar Della Pasqua, Professor Margot Finn, Professor Harry Hemingway, Dr Arne Hofmann, Dr Katherine Holt, Professor Yvonne Kelly, Dr Dilwyn Knox, Professor Susanne Kord, Professor Paul Longley, Dr Merle Mahon, Professor Philippe Marlière, Dr Saladin Meckled-Garcia, Professor Kevin Middlebrook, Professor Frederic Migayrou, Dr Jennifer Mindell, Dr Nicholas Ovenden, Dr Andrew Pink, Professor Stephen Quirk, Professor Amanda Sacker, Dr Talvinder Sihra, Dr Christina Smith, Dr Sarah Snyder, Professor Sacha Stern, Professor Iain Stevenson, Professor Sir John Tooke, Professor Rosemary Varley, Professor Yiannis Ventikos, Professor John Ward, Dr Gavin Winston, Mr Christopher Wongsosaputro.

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.

Key to abbreviations

AB	Academic Board
ABWG	Academic Board Working Group
AC	Academic Committee
IoE	Institute of Education
TUPE	Transfer of Undertakings
UCLU	UCL (Students') Union
UCU	University and College Union

24 MINUTES OF THE MEETING OF 26 FEBRUARY 2014

Confirmed:

- 24.1 The Minutes of the meeting of AB held on 26 February 2014 [AB Mins. 13-23, 26.02.14].

25 MATTERS ARISING FROM THE MINUTES

[See also Minutes 27 and 28 below]

25A Council approval of Academic Board recommendations

[AB Mins. 17 and 18, 26.02.14]

Noted:

- 25A.1 At its meeting on 27 November 2013, Council approved, on the recommendation of AB, the following:

- the revised UCL Student Complaints Procedure;
- the Graduate School's Annual Report for 2012-13.

25B Terms of Reference of Academic Board and Academic Committee

[AB Min 15D.3, 26.02.14]

Noted:

- 25B.1 At AB 3-22 (13-14) – a note on the Terms of Reference of Academic Board and Academic Committee.

Discussion:

- 25B.2 The Provost noted that, despite the key role played by AB in UCL's academic governance structure, AB was not in a position to carry out the detailed work of the Academic Committee, which functioned as a Senate would typically do in other institutions. It was intended that the Academic Committee would in future act as a route for reports from Schools or academic Vice-Provosts to Council, with relevant matters from such reports being referred to AB where necessary, in addition to key issues relating to UCL's strategy or policy being considered by AB as at present.

26 PROVOST'S BUSINESS

Received:

- 26.1 An oral report from the Provost.

26A New appointments

Reported:

- 26A.1 The Provost welcomed Dame Nicola Brewer, newly appointed Vice-Provost (International), and Ms Wendy Appleby, newly appointed Registrar, to their first meeting of AB.

26B National Settlement on 2013 pay claim

Reported:

- 26B.1 The Provost welcomed the national settlement reached in relation to the 2013-14 pay dispute. Industrial action by the UCU, including a proposed marking boycott, had thereby been avoided. The settlement was effective through to the summer of 2015.

26C Academic Planning

Reported:

- 26C.1 A more integrated institutional planning exercise had been designed and was now being undertaken, with discussions taking place with each School, Professional Services area, and Vice-Provost's office. Academic input into the process had been significantly increased compared to previous years, and discussions about academic staff numbers were ongoing in a number of areas.

27 UCL 2034

Received:

- 27.1 At AB 3-23 (13-14) the UCL 2034 Strategy, with a note on the consultation process for developing the Strategy at AB 3-24 (13-14).

- 27.2 An oral report by the Provost.

Reported:

- 27.3 The Provost highlighted four areas in which the Strategy sought to build on the White Paper 2011-2021²:
- it extended the vision beyond the ten-year timeframe set out in the White Paper. The Provost noted that the Strategy would be reviewed every 3-5 years;
 - it strengthened the emphasis on education and the student experience, particularly through the introduction of the concept of a research-based pedagogy;
 - it enhanced the concept of UCL as a key player in the future of London, and in the cluster of higher education activity in the South-East of England. It sought also to capture UCL's sense of responsibility to the local community, as embodied in the vision for the Stratford development;
 - it reinforced UCL's claim to be London's Global University, notably through the introduction of the concept of good partnership working, which would underpin UCL's international relations as well as the relationship between staff and the student body. UCL would seek to build on its existing international academic collaborations, notably the Yale-UCL Collaboration and the Faculty of Laws' links with the University of Hong Kong. The proposed development of a relationship with Peking University in respect of the provision of students for a programme in Chinese Studies was noted, as was the Institute of Education's partnership with Peking University in the development of the Confucius Institute³.

² <http://www.ucl.ac.uk/white-paper/>

³ <http://www.ioe.ac.uk/research/66810.html>

27.4 Comments received in response to the online consultation on UCL 2034 had been reviewed by the Provost, who commended in particular the thoughtful response from the UCLU Sabbaticals team. The Strategy would be redrafted following the end of the consultation process in late May, and would then be submitted to Council for approval at its meeting on 8 July 2014. The Provost requested that AB members notify him if they considered any important element of the White Paper to be inadequately reflected in the Strategy.

Discussion:

27.5 AB members commended the Strategy, in particular the manner in which it focussed the ideas of the White Paper on the challenges facing the institution, and used these to establish a direction of travel that was in keeping with the values and ethos of UCL.

27.6 In developing its overseas partnerships, UCL would seek to identify where input at an institutional level would be helpful in achieving greater alignment between existing activities. The Provost was minded to reconsider the current internal structures for dealing with international activities, possibly through the creation of new posts at faculty level.

27.7 In response to a question it was confirmed that the appointment procedures and other internal processes employed by UCL in Qatar were identical to those in London. The opportunity for UCL to exercise a positive influence in Qatar had been at the heart of UCL's rationale for establishing a presence in the region. UCL was engaging in a significant amount of outreach activity, principally with the working immigrant community. It was suggested that this was a prime example of the practical application of UCL's principles, and a demonstration of the manner in which strategy was capable of informing action.

27.8 It was intended that the published Strategy would be illustrated. It would be disseminated primarily online, although a print version would also be produced.

27.9 In response to a question on the protection of academic time, the Provost noted that this was a common issue across the sector, exacerbated at UCL by a significant expansion of activity and student numbers in recent years, with no concomitant expansion in the levels of support. It was noted that UCL had the highest ratio of academic staff to total staff in the Russell Group. It was implicit in the notion that UCL would seek to develop 'agile processes that are simple to use, deliver the right results first time and are efficient and effective' (UCL 2034, p.15) that such administrative procedures be streamlined as much as possible.

27.10 AB confirmed its strong support for the Strategy.

28 UCL AND THE INSTITUTE OF EDUCATION

[AB Minute 16, 26.02.14]

Received:

28.1 At [AB 3-25 \(13-14\)](#), an update report on progress on the discussions between UCL and the Institute of Education (IoE) on a possible merger between the two institutions, due to be submitted to Council at its meeting on 20 May 2014.

28.2 An oral report by the Provost.

Reported:

- 28.3 Since the AB meeting of 26 February, an extensive consultation with IoE staff had taken place, and the Provost had recently attended a staff meeting at the Institute. There was a high level of support for the proposed merger at the IoE, particularly amongst the academic community.
- 28.4 It was understood that some support staff at the IoE were concerned about the risk of job losses. As had been the case with the merger with the School of Pharmacy in 2012, IoE staff had been offered a twelve-month protection clause, although this had not universally allayed fears of redundancies. It was noted however that no part of the case for merger depended on job losses, and the Vice-Provost (Operations) confirmed that no compulsory redundancies were envisaged. It was further noted that under TUPE legislation an employee could not be dismissed simply on the basis of the transfer.
- 28.5 It was envisaged that a formal decision on the proposals would be taken in October 2014, with merger following in December, if it was decided that the two institutions should merge. If the merger were to proceed, it was intended that the IoE would be re-designated a faculty of UCL, named the 'UCL Institute of Education', and would continue to occupy its current premises. Work was ongoing to ensure as smooth as possible a transition in terms of (eg) access cards, payroll and IT systems. It was intended that the merger be effected in such a way as to require the minimum change on day one; alignment of structures and processes would be an ongoing process following the date of merger.
- 28.6 Key issues in the current negotiations included: the nature of the degrees to be awarded to current IoE students; the options for alignment of the two autonomous Student Union bodies; entry requirements and tuition fees. There was reason to be optimistic that a way forward had been found regarding the alignment of terms and conditions of academic staff referred to at the last meeting [*AB Minute 16.8, 2013-14 refers*].

Discussion:

- 28.7 The academic case for merger remained compelling, and the Deans of the Faculties of Population Health Sciences and Social and Historical Sciences outlined the principal opportunities in their areas. It was noted also that there was planning permission in place for development at Bedford Way, but that the IoE alone lacked sufficient resources to take advantage of the opportunity.
- 28.8 An AB member expressed concern about the mismatch of the career profiles of Teaching Fellows at the IoE and UCL, and anomalies in the promotions requirements in terms of the necessity of having a research portfolio. The Provost agreed that these issues would need to be addressed in due course, but noted that the possibility of ring-fencing a group of staff under the TUPE regulations meant that this could take place after the date of merger. It had not been possible, nor would it be appropriate, to make significant progress on this issue in advance of the outcome of the consultation process. The Provost confirmed that he envisaged a resolution on this matter being achieved within approximately two years.
- 28.9 AB confirmed its full support for the proposals which would be considered by UCL's Council at its next meeting on 20 May 2014. If all proceeded to plan, the IoE Council would meet in October 2014 to consider a resolution to merge. It was envisaged that AB would meet in the autumn before the matter was scheduled to go to UCL Council for a final decision.

RESOLVED

- 28.10 That Academic Board approve the recommendation that UCL continue with negotiations, undertake due diligence and carry out whatever other steps the Provost considers necessary with preparing for potential merger, as outlined at AB 3-25 (13-14).

29 FACULTIES AND ACADEMIC UNITS OF UCL

Received:

- 29.1 At AB 3-26 (13-14), proposals that (a) the Institute of Health Informatics be established as an academic unit of UCL within the Faculty of Population Health Sciences, and (b) the Department of Medical Physics and Bioengineering be renamed the Department of Medical Physics and Biomedical Engineering.

Reported:

- 29.2 The Dean of Population Health Sciences noted the potential benefits of drawing together UCL's expertise in Informatics, which was currently spread across the Faculties of Population Health Sciences and Engineering Sciences.
- 29.3 The Head of the Department of Medical Physics and Bioengineering outlined the benefits of a change in the name to the Department of Medical Physics and Biomedical Engineering, not least in achieving consistency with the new undergraduate programme in Biomedical Engineering.

RECOMMENDED to Council:

- 29.4 That the proposals for the establishment and renaming of academic units of UCL as set out in the note at AB 3-26 (13-14) be approved.

30 ELECTION OF NON-PROFESSORIAL ACADEMIC STAFF, TEACHING FELLOW STAFF AND NON-ACADEMIC STAFF TO SERVE ON ACADEMIC BOARD IN SESSIONS 2014-15 AND 2015-16

Noted:

- 30.1 At its last meeting, AB had received a note on the outcome of the above elections. An update note was at AB 3-27 (13-14).

31 AWARDS TO UCL STAFF

Noted:

- 31.1 At AB 2-18 (13-14) a note on the award of major prizes *etc* to members of the academic community of UCL since the previous meeting of AB.

32 APPOINTMENTS

Noted:

- 32.1 The list of recent appointments (i) of Heads of Academic Departments and (ii) to established Chairs and Readerships tenable at UCL at AB 3-29 (13-14).

33 ACTION TAKEN BY THE CHAIR ON BEHALF OF ACADEMIC BOARD

Noted:

- 33.1 Since the last meeting of AB, the Chair had taken action on behalf of AB to approve the appointment of Professor Jane Rendell to serve on the Ethical Investment Review Committee.

33A Academic Board Working Groups on Established Chairs and Readerships

Noted:

- 33A.1 Since the last meeting, action had been taken by the Chair of AB, on behalf of AB, to approve the membership of the ABWGs listed at ^{*4} AB 3-30 (13-14).

34 ANY OTHER BUSINESS

34A AB attendance and membership

Discussion:

- 34A.1 Noting the contribution made to the current meeting by Teaching Fellows and research staff, an AB member drew attention to the Minutes of 24 February 2014 indicating that non-professorial members had been in a majority at that meeting. The difficulty of persuading non-professorial staff to stand for election to AB was nevertheless noted. It was also hoped that professorial staff could be encouraged to attend AB in greater numbers in future.
- 34A.2 In response to a question from an AB member, the AB Secretary confirmed that the date and time of the current meeting had been changed (and details notified on the Agenda for the February meeting) in order to accommodate the timetable for discussion of the proposed merger with the IoE, so that AB members would have an opportunity to discuss the matter before it was considered by Council at its meeting on 20 May 2014. Also, differing views were expressed about the preferred timing of AB meetings.

⁴ An appendix reference preceded by an asterisk indicates that, for the sake of economy, the document was not circulated in hard copy but was available from the AB web pages at <http://www.ucl.ac.uk/srs/governance-and-committees/governance/ab> and would be filed with these Minutes.

34B Valete

Reported:

- 34B.1 The AB Secretary, Mr Clarke, would be leaving UCL to take up the post of Chief Operating Officer & Registrar at the Conservatoire for Dance & Drama. On behalf of AB, the Provost thanked Mr Clarke for his work in supporting the Board in recent years.

35 DATE OF NEXT MEETING

Noted:

- 35.1 There were no further meetings of AB scheduled for the current session. Dates of meetings of AB in session 2014-15 will be circulated shortly.

Secretarial Note: *meetings of AB in session 2014-15 have now been scheduled as follows*

- *Wednesday 1 October 2014;*
- *Wednesday 25 February 2015;*
- *Wednesday 13 May 2015.*

The above meetings will commence at 4.05pm; venues will be confirmed in due course.

JASON CLARKE
Secretary to Academic Board
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