

ACADEMIC BOARD

Wednesday 16 October 2024

2pm



Wettons B (on campus) 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](#) by **5pm on Monday 14 October 2024**, detailing the reasons in accordance with the [unstarring protocol](#). 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.

1. Welcome and Apologies

To receive the Terms of Reference and Standing Orders, noting that these are unchanged from last year. AB AB/24/51

To receive the updated membership list and welcome new members to the meeting. AB AB/24/52

2. Minutes of the previous meeting

To approve the Minutes of the meetings held on Wednesday 5 June 2024 and Thursday 4 July 2024. JS Attached

3. Matters arising

To note the following actions have been completed since the last meeting: JS

24/84-85	Update Costing and Pricing policy to either replace 'man' or insert 'sic' against the Frascati definition of research quoted in the policy. The policy was updated to read "Research and experimental development (R&D) comprise creative and systematic work undertaken in order to increase the stock of knowledge – including knowledge of humankind, culture and society – and to devise new applications of available knowledge. "	RL
----------	--	----

24/154	Update on non-submission of External Examiner report 2022/23 for Clinical Psychology. Professor Humphreys will provide a verbal update.	MH
24/160	Add agenda item on strategic vision for London campus and enhancing the student experience for students based there. Plan to include as an agenda item at 4 December 2024 meeting.	AB

To receive an update on other actions due:

23/09	Receive final update on the last year of 3 year strategic plan Professor Bhamra will provide an update under item 10.	TB
23/174-175 and 24/78	Update on review of creation of Schools Will be discussed under item 15.	MF
24/193	Update on extenuating circumstances policy implementation Professor Morgan will provide a verbal update on work completed since the Academic Board meeting on 4 July .	WM
24/24	Add agenda item on Artificial Intelligence in HE and ensure any discussion of this includes reference to PGR Will be included as agenda item in March or June 2025.	AB

4. **Actions taken by the Chair**

None

JS

5. **Unstarring of items**

To note the unstarring of any *Items for formal approval* and *Items for report*.

JS/AB

Formal Reports

6. **Vice-Chancellor and Principal's Report**

To receive a written report from the Vice-Chancellor and Principal

JS

AB/24/53

7. **Regulatory and Legislative update**

7.1 To receive a written report from the University Secretary

AB

AB/24/54

7.2 To receive the University's Freedom of Speech Code of Practice

AB

AB/24/55

- | | | | |
|----|---|----|--------------------------------|
| 8. | Report from the Students' Union President
To receive a report from the Students' Union President | SS | AB/24/56 |
| 9. | Report from the Council
To receive minutes from the Council meetings held on 16 May 2024 and 9 July 2024. | JS | AB/24/57 a
and
AB/24/57b |

Strategy Discussion

- | | | | |
|------|---|----|----------|
| 10. | Strategic Projects Update | | |
| 10.1 | To receive a report on closing the 3 year strategic plan. | TB | AB/24/58 |
| 10.2 | To note the Performance Indicators – RH2030s. | MF | AB/24/59 |

Major Items of Business

- | | | | |
|-----|--|-----------|----------|
| 11. | Student Recruitment
To receive a verbal update on student recruitment. | MF | |
| 12. | National Student Survey Results
To reflect on Royal Holloway's performance in the NSS 2024. | WM | AB/24/60 |
| 13. | TEF update
To note an update from the Office for Students' to their TEF dashboard and underlying dataset. | WM | AB/24/61 |
| 14. | Access and Participation Plan 2025-26 - 2028-29
To note an update on the Access and Participation Plan. | AW/
WM | AB/24/62 |
| | <i>10 minute comfort break (if required)</i> | | |
| 15. | Review of Academic Restructuring
To discuss a report from the working group set up to review the academic restructure. | MF | AB/24/63 |
| 16. | Annual Report of Academic Board
To approve the annual report of the business of Academic Board for 2023-24. | JS/AB | AB/24/64 |
| 17. | Nominations to Committees
To approve the list of nominations to Statute 9 and Student Discipline Committees. | AB | AB/24/65 |

Items for formal approval

- | | | | |
|-------|--|----|----------|
| * 18. | Entry grades 2025-26
To approve the entry grades 2025-26 | MF | AB/24/66 |
|-------|--|----|----------|

Items for report

- | | | | | |
|---|-----|--|----|----------|
| * | 19. | University Education Committee
To receive the unconfirmed minutes from the University Education Committee held on 2 October 2024. | WM | AB/24/67 |
| * | 20. | Assessment, Quality and Standards Committee
To receive the minutes from the Assessment, Quality and Standards Committee meeting held on 13 May 2024. | MH | AB/24/68 |
| * | 21. | Doctoral School Committee
NA. The committee next meets on 5 November 2024. | DW | |
| * | 22. | Research and Knowledge Exchange Committee
To receive the minutes from the Research and Knowledge Exchange Committee held on 16 September 2024. | RL | AB/24/69 |

Other Matters

23. **Any other business**

24. **Date of next meeting**

Wednesday 4 December at 2pm, Wettons B

JS/AB

Dates of the remaining meetings in 2024-25 are confirmed as

- Wednesday 19 March 2025 at 2pm, Wettons B
- Wednesday 4 June 2025 at 2pm, venue tbc