

Monday 23 June 2014
Roscoe Room, Egerton Court

Present:

Professor P Byers	Ms J Murphy
Mr D Cole	Dr R Murphy
Ms J Craddock	Mr C Reid
Professor S Davies	Professor M Riley
Ms S Davys	Professor P Vickerman
Mr R Dawson	Professor N Weatherill (Chair)
Mr P Evans	Professor R Webster
Dr E Harcourt	Professor P Wheeler
Mr P Killen	Dr J Yates
Professor R Leatherbarrow	Professor A Young
Ms J Martin	

In Attendance:

Ms J Bertolini	Mr M Power
Ms J Gresham	Miss L Sutcliffe (Committee Secretary)
Ms J Hargreaves	Ms H Thrift

Apologies:

Professor H Al Nageim	Professor H Sumnall
Mr M Ashall	Ms P Uwamaliya
Dr V Canning	
Professor S Gonzalez	

SECRETARY'S NOTE

Following the resignation of Professor Laura Bishop a call for nominations was announced to fill the vacancy for a member of the Professoriate (Faculty of Science) on Academic Board. The call closed on Friday 6 June 2014, at which point no eligible nominations were received. In this instance as Chair of Academic Board, the Vice Chancellor & Chief Executive nominated Professor Silvia Gonzalez to fill this vacancy which she had accepted.

Professor Gonzalez is based within the School of Natural Sciences and Psychology and will attend her first meeting on Monday 22 September 2014.

AB 14.21

MINUTES (AB 14/32)

The minutes of the meeting held on 10 March 2014 were approved as a correct record with the following amendment to AB 14.13:

That Education Committee was amended to read Social and Economic Engagement Committee.

AB 14.22

MATTERS ARISING NOT SHOWN ELSEWHERE ON THE AGENDA

Postgraduate Research Experience Survey

REPORTED

That extensive work had been undertaken, driven by a QAA audit, to verify a comprehensive list of postgraduate research students with responsibility for training. It was the University's intention to amend the Code of Practice for research students so that Directors of School would be required to maintain a record of all postgraduate students, to be reconciled with a central list for contacting postgraduate students. The modified Code of Practice would be considered by Education Committee.

AGREED

That the revised Code of Practice to be considered by Education Committee should be reported to Academic Board only if any particular issues or difficulties arise.

AB 14.23

PRO-VICE-CHANCELLORS' BRIEFINGS

Pro-Vice-Chancellor (Education) (AB 14/33)

RECEIVED

The report of the Pro-Vice-Chancellor (Education).

PURPOSE

To update Academic Board on recent activity within the portfolio of the PVC (Education).

REPORTED

That following review a revised external examiner process had been approved by the Strategic Management Team (SMT) and other relevant committees. The new process sought to place more emphasis on the Director of School to approve appointments of external examiners for audit purposes both by the Quality Assurance Agency (QAA) and internally. In addition, all external examiner reports would be submitted directly to the Vice Chancellor and Chief Executive's Office, which would sample approximately 20 percent of all reports. A process had been established to allow audit of responses to external examiners. The process had undergone other minor changes.

A review of Student Engagement at LJMU was underway by the Associate Dean Education, Faculty of Education, Health and Community. The remit of the review was to consider student engagement in its broadest sense and would be conducted in collaboration with LiverpoolSU.

A Curriculum Enhancement Internship Scheme was underway, which involved students working during the summer period on curriculum enhancement projects initiated by academic members of staff. A total of 26 students had been appointed and all projects had been selected on the basis of potential impact on the curriculum.

An Induction Working Group had been assembled to review new student induction processes, with the view to make proposals for introduction in September 2014. The new student induction programme was composed of two elements: Monday and Tuesday being dedicated to institution-level activities and registration, whilst Wednesday-Friday was assigned for School/Programme-based activities. The induction process for continuing students would be reviewed with an anticipated implementation date during September 2015.

Work to enhance the University's postgraduate taught portfolio continued. Further meetings within Schools would be held to devise marketing plans for the promotion of School portfolios.

The National Student Survey (NSS) closed on 30 April 2014 with 76.1% eligible LJMU students completing the survey. This represented an approximate 10% increase from the 2013 response rate. The average overall response rate for the sector was 70.9%, which was the highest recorded since NSS commenced. Of the institutions that participated last year, 66.4% managed to achieve a higher response rate than in 2013, which highlighted a national strategy to increase response rates.

COMMENTED

As almost a quarter of the national responses were by telephone, it would be useful to receive this data at institutional level. Telephone responses tended to be from those who had been chased and research had shown that satisfaction tended to be poorer in such circumstances.

The new internships had been funded by the Teaching and Learning Fund awarded by the Vice Chancellor. They had been set up as a network of students and would receive group training and further group sessions.

Marketing data to enhance School postgraduate portfolios had been welcomed. In addition, work underway relating to inductions was also welcomed as it would provide clear expectations of both the University and the student. However, there was a need to review the induction process for postgraduate taught students.

Pro-Vice-Chancellor (External Engagement) (AB 14/34)

RECEIVED

The report of the Pro-Vice-Chancellor (External Engagement).

PURPOSE

To update Academic Board on recent activity within the portfolio of the PVC (External Engagement).

REPORTED

That LJMU continued to develop agreements with local arts and cultural organisations, most recently with the Everyman Theatre and the Light Night festival. The challenge was now to market the opportunities to students, which should be done via the induction process and locally within schools with the support of programme leaders.

LJMU was proud to be the only University to be shortlisted for the prestigious Arts & Business Awards run by Business in the Community, and although it did not result in an award it was a positive achievement.

The International Festival for Business (2014) was now underway, with LJMU supporting a number of events. The University was running a 'summer start-up challenge' for young entrepreneurs across the 50 days of the Festival. The University had made some minor changes to its online presence and buildings in support of business engagement.

The Mayor of Liverpool hosted an event of global city Mayors with the City of Liverpool taking the opportunity to renew its links with Shanghai. LJMU was able to re-establish links with educational establishments in Shanghai.

The International Policy Committee is setting up regional working groups for South Asia, South East Asia, East Asia, Europe and the Americas. The University is also chairing an Iraqi Interest Group to coordinate its engagement with public universities in Iraq.

LJMU was supporting the expansion of its representative office in India and practical steps required would now be explored.

The University was present in Shanghai for the opening of the John Moores Painting Prize. The finalists, five artists, are now in Liverpool and will showcase their work at the Walker Art Gallery later this year.

COMMENTED

As one of three sponsors, the University was conducting a review of the Liverpool University Technical Colleges (UTC) project. Having explored two previous sites that were not subsequently progressed, the Liverpool UTC was sourcing a third site in collaboration with Liverpool City Council. Sourcing a suitable site had impacted negatively on the funding available. The Department of Education had committed a limited fund to the project with the expectation that the Trustees would source additional funding should it be required. The Trustees were not

keen to pick up the funding shortfall. In addition, it was LJMU's intention to sponsor the Liverpool UTC project for curriculum development rather than to provide funding.

Pro-Vice-Chancellor (Scholarship, Research and Knowledge Transfer) (AB 14/35)

- RECEIVED** The report of the Pro-Vice-Chancellor (Scholarship, Research and Knowledge Transfer).
- PURPOSE** To provide the Academic Board with an update on recent activity within the area of the portfolio of the PVC (Scholarship, Research and Knowledge Transfer).
- REPORTED** That the Inspire 2 Recruitment scheme was near completion and it was hoped that the appointments would be in place for the start of the new academic year. Some themes had emerged and a more detailed analysis would be available upon completion of the appointments. However, early indications had shown that stronger applications had been received at Lecturer/Senior Lecturer level as opposed to Professorial applications. The interview panels for all posts included one Pro Vice Chancellor, which had a particular emphasis on appointing quality candidates.
- The University's membership of the University Alliance was under review at the request of the Strategic Management Team (SMT). The University Alliance Summit which took place recently included a satellite meeting of Pro Vice Chancellors with research portfolios to explore partnership working.

AB 14.24 **CURRENT TOPICAL BRIEFINGS**

The University's Estate (AB 14/36)

- RECEIVED** The report of the Chair of the Estate Committee.
- PURPOSE** To provide the Academic Board with an update on the progress of the Estate Committee, specifically Master Planning, Carbon Management and the University's Print Strategy.
- REPORTED** **Expenditure Control**
- That SMT had taken the decision not to approve any expenditure that was unnecessary until the commitment required for the Estate Master Plan was established. The University was working through business cases and some emergency works would be carried out, most notably emergency lighting work in the John Lennon Art Building and some minor work on the John Foster Building. Work required at the Byrom Street site would

be reviewed in conjunction with the Dean of the Faculty of Science.

Master Planning

The University continues to develop a new Estate Master Plan with the view to establish a unified connected University Village with a clear identity and outward focus. The Estate Master Plan was approved in principle at the Board of Governors meeting in March 2014 on the understanding that it would receive a further report in September 2014 on the affordability of the plan and how it fits with the University's five year financial plan. The University had appointed BDP to prepare an initial briefing for the Copperas Hill development.

Carbon Management

Ongoing changes in the University's property portfolio and how the University operated its buildings continued to impact on the University's reduction measures. During the past twelve months, gas consumption had reduced, whilst electricity usage had increased.

Whilst there had been many successful sustainability projects, the sustainability agenda was currently under review in the context of the University's Estate Master Plan.

It should be noted that sustainability should not be related to carbon management in isolation. The University has retained a first class honours award from the People and Planet Green League 2013, which was published in the Guardian. The League Table provides an assessment of a wide range of sustainability performance measures to promote continuous improvement within Higher Education institutions.

Print Strategy

The University had appointed Xerox UK to deliver the print strategy. The commencement date is 1 July 2014, with the new fleet of printers being installed over the summer period. The University was also moving forward with commercialising the new print room service and outsourcing the delivery of this service to Xerox UK.

COMMENTED

The University needed clear processes to link the curriculum to sustainability. Sustainability should be viewed as an institutional issue rather than just a carbon management issue. The University had entered into a new internal audit arrangement recently which would explore such issues.

That some of the work identified within the Byrom Street campus was critical and required immediate attention.

The University's Website (AB14/37)

RECEIVED The report of the Director of Marketing and Corporate Communications.

PURPOSE To provide the Academic Board with an update on the management of the University website.

REPORTED The University was seeking to implement a new website with a new content management platform. Marketing and Corporate Communications were in the process of managing out the current website by closing down training for new web authors, making improvements to the design, layout and navigation of the current website, and devising a new governance structure for web content in readiness for a content migration of the new website.

Initial work saw a new homepage with headline messaging banners based around strategic objectives.

Content of the current site would be reviewed, refined and moved and new content created. This was being carried out on a priority basis with the priorities being student recruitment, research and external engagement.

COMMENTED That the University was working with external consultants to deliver the new website by January 2015.

AB 14.25 **VICE CHANCELLOR & CHIEF EXECUTIVE'S REPORT**

RECEIVED The oral report of the Vice Chancellor & Chief Executive.

REPORTED That the Learning and Teaching Conference 2014 was a great success with over 360 delegates in attendance. The Conference represented a positive opportunity for engagement both internally and externally and embedded learning and teaching at the core of the University. The Education & Academic Quality Service and Academic Registry teams worked extremely hard to organise the successful and professional conference. Well done to all of those who participated and supported the conference.

REPORTED That the summer graduation ceremonies would take place week commencing 14 July 2014, with various awards to be bestowed. The ceremonies were an opportunity to congratulate students and staff and the Chairman of Academic Board encouraged the participation of all staff.

AB 14.26

GRADUANDS' REPORT

RECEIVED

The oral report of the Vice Chancellor & Chief Executive.

REPORTED

That the Vice-Chancellor & Chief Executive, in his capacity as the Chairman of the Academic Board, approved the Graduand Report.

AB 14.27

PROPOSED 2015/16 ACADEMIC CALENDAR (AB 14/38)

RECEIVED

The report of the Registrar & Deputy Chief Executive.

PURPOSE

To inform the Academic Board of a recommended 2015/16 academic calendar and to outline the proposals for future academic calendars.

RECOMMENDATIONS

That Academic Board approve the proposals for immediate publication of the 2015/16 academic calendar dates.

REPORTED

That the working group convened to propose a future academic calendar model had consulted widely and considered the calendars of other universities as a result. An academic calendar that would align with the start dates of the majority of other universities was proposed. The proposed calendar would include an induction week and that the referral period would remain in August in the 2015/16 calendar but was subject to change for future years.

It was also proposed that there should be a move to decimal credit size which would be very carefully managed and implemented.

An immediate announcement was needed to advertise the 2014/15 calendar.

COMMENTED

That delivering the same content in reduced weeks available would be a challenge but with careful management was achievable.

That the changes were welcomed but there was some concern about the length of the assessment period and the turnaround time of 15 days. Three of the external examiners within the Faculty of Arts, Professional and Social Studies had highlighted that the tight turnaround time was already problematic. However, the assessment period was elongated which would elevate the tight turnaround time and, in addition, the timings are broadly similar to other universities, and therefore LJMU would need to be smarter about its processes and planning.

The consultation period included discussions with accommodation managers and, with very little change to the length of the academic year being implemented, there would be limited impact upon accommodation provision.

The referral dates would be modelled immediately and proposals would be brought back to Academic Board at an appropriate stage.

That the proposal to amend the academic calendar for undergraduate full-time students had no detrimental impact upon the postgraduate calendar. The postgraduate calendar would be reviewed separately in due course.

AGREED That the recommendations of the Registrar and Deputy Chief Executive were approved by Academic Board.

AB 14.28 **DEVELOPMENT OF THE I.T. STRATEGY 2014-17** (AB 14/39)

RECEIVED The report of the Registrar & Deputy Chief Executive.

PURPOSE To inform Academic Board of the progress in the development of, and the proposed process of approving, the I.T. Strategy.

REPORTED That the Information and Technology Committee considered the draft I.T. Strategy which would be reported to SMT. The final draft I.T. Strategy would then return to Academic Board in the autumn.

ACTION The Registrar & Deputy Chief Executive would update Academic Board on the status of the I.T. Strategy.

AB 14.29 **UNIVERSITY FRAMEWORK FOR QUALITY AND STANDARDS: COMPLIANCE REPORT** (AB 14/40)

RECEIVED The report of the Academic Registrar.

PURPOSE To provide Academic Board with evidence that the University Framework for Quality and Standards was being adhered to, and to seek approval for recommended actions arising from the outcomes of internal audit.

RECOMMENDATION

That Academic Board approve the proposed actions.

REPORTED That, at the request of Academic Board, an audit of the processes was carried out which covered the main areas within

the framework and had coincided with audit work undertaken in preparation for the Higher Education Review.

That there were a few minor issues relating to aligning awards to the national Framework for Higher Education Qualifications (FHEQ) but nothing significant. Recommended changes to the Academic Framework for 2014/15 would remove the few remaining alternative awards (previously known as fall-back awards), which did not align directly with FHEQ.

There were no issues to note in relation to the Research Degree Regulations.

The area of Examination Boards and External Examiners had been audited as part of the preparation for the Higher Education Review.

A large scale review was undertaken in relation to Programme Approval and Review and recommendations had been made and approved.

A review of programme proposals had identified that Quality Enhancement Officers were being asked about issues outside of their area of expertise and outside of the validation process. Such issues would be picked up with the Chair of the Academic Planning Panel.

All internal and collaborative programmes validated or reviewed during 2013/14 were audited. During 2013/14, four evaluation documents were returned for further work, either because they were not sufficiently evaluative or they were not written in line with the guidance. It was suggested that the guidance be updated to avoid future documents being returned.

The Annual Monitoring Report (AMR) process and outcomes had been completed and reported accordingly. Some collaborative programme reports were not received on time but had been followed up and signed off, with the exception of a small number of collaborative programmes which had closed.

The area of student engagement was being looked at to ensure that actions were completed following student feedback.

COMMENTED

That link tutor reports would be more heavily scrutinised to ensure that they were completed and met the standards.

That LiverpoolSU were looking at increasing student representatives on committees and boards but this remained a challenging area.

AGREED

That Academic Board approved the proposed actions.

AB 14.30 **H. E. REVIEW PREPARATION** (AB 14/41)

RECEIVED The report of the Academic Registrar.

PURPOSE To provide Academic Board with an update on the progress with preparations for HE Review in 2015/16.

REPORTED The University's Higher Education Review, managed by the Quality Assurance Agency (QAA), would take place during 2015/16. The University had mapped University policy and procedures against the UK Quality Code for Higher Education. Work was underway to address actions identified through the mapping process and auditing compliance with a further eleven sections of the Quality Code. It was expected that some of this work would extend into the summer period.

In the early part of the next academic session the following activities would commence:

- Awareness raising among staff of the Review, including briefings;
- Initial plans for the preparation of the Self-Evaluation Document;
- Discussions with LiverpoolSU about the Student Submission;
- Initial identification and selection of documentation; and
- Consideration of external advisors' feedback.

COMMENTED A number of groups would be established during the autumn to look at the process. A Programme Leaders' group would be included.

AB 14.31 **ANNUAL ACADEMIC QUALITY REPORT 2012/13** (AB 14/42)

RECEIVED The report of the Academic Registrar.

PURPOSE To provide Academic Board with confirmation that academic standards had been maintained in line with external requirements, and that the quality of student learning opportunities had been evaluated and appropriate actions taken to ensure continuous improvement.

REPORTED That Quality Assurance & Enhancement Committee (QAEC) had considered the contents of the report.

That external examiners noted for consideration the very tight timescales for completing marking, moderation and the paperwork for assessment boards in addition to the timely notification of assessment boards. In general, external examiners had provided extensive positive feedback on LJMU programmes and also the management of the processes.

The process of Module Appraisals had been modified and carried out via Blackboard. Although low, the response rate was an improvement from last year. The results had been circulated with a view to carrying out analysis work shortly.

A number of institutional issues had been identified with work underway to address them. QAEC were monitoring all issues reported.

COMMENTED

The number of external examiners who had raised issues seemed to drop each year which was very positive.

That the Academic Registrar was confident that Faculty Student Voice Reports were being reported at Faculty level. However, there was concern that issues at institutional level were not being fed through to the Academic Registrar for action. The process for reporting institutional level issues would be reviewed for next academic year. The formulation of action points were overseen at an institutional level by the QAEC.

AB 14.32

PROPOSED AMENDMENTS TO THE ACADEMIC FRAMEWORK REGULATIONS 2014/15 (AB 14/43)

RECEIVED

The report of the Academic Registrar.

PURPOSE

To inform Academic Board of the proposed amendments to the Academic Framework for 2014/15.

RECOMMENDATION

That Academic Board endorse the proposed amendments.

REPORTED

That the minor amendments proposed to the Academic Framework Regulations ensured that they were current and there was clarity of expectations.

There were seven areas where changes had been suggested:

- AP(E)L and the calculation of the honours classification – the wording had been rewritten to ensure clarity.
- Undergraduate Module Credit Size – had been rewritten to allow enrolment onto a 2nd 12 credit module with Academic

Appeal Panel approval. This amendment applied mainly to ERASMUS programmes.

- Amendment to the credit definition of Higher Education Awards – which provided a slight amendment to HNC/HND level programmes.
- Removal of awards from the Academic Framework – four awards had been removed from the framework. Alternative exit awards were still available.
- Academic Misconduct – various amendments had been made to the framework relating to Academic Misconduct.
- Clarifying Progression Rules – various amendments to this part of the framework were suggested.
- Academic Appeals and AMP Appeals – the framework had been revised to ensure clarity.

COMMENTED That a ‘What’s New’ communication would be distributed to Faculty Registrars which would highlight the key changes to ensure that staff were aware of the amended regulations.

ENDORSED Academic Board endorsed the proposed amendments to the Academic Framework Regulations for 2014/15.

AB 14.33 **AMENDMENTS TO RESEARCH DEGREE REGULATIONS: TIMELINES** (AB 14/44)

RECEIVED The report of the Director of Research and Innovation Services.

PURPOSE To inform Academic Board of the proposed changes to the Research Degree Regulations.

RECOMMENDATION

That Academic Board approve the proposed changes concerning timelines for PGR academic milestones.

REPORTED The amendments proposed had been endorsed by Faculty Committees and the University Research Degree Committee.

That the amendments involved a substantive change to the timelines of study which would have a significant impact on students and their supervisors. In addition, various amendments had been made to the format of the regulations to ensure clarity.

The purpose of the proposed amendments was to improve the completion rates for postgraduate students, and although LJMU completion rates were in line with the sector, LJMU strived for continual improvement.

The initial period of study had been identified as the most critical period in relation to completion of study.

The two main academic milestones that required amendment included registration and transfer.

Registration

The substantive programme of study was defined during registration and it was proposed to ensure that this was completed within 3 months for full time students and 6 months for part time students as opposed to 6 months and 9 months respectively.

Transfer

Transfer from MPhil programmes to PhD programmes would now be completed within the first 15 months, ideally at 12 months of study. This would be pro-rata for part time students. The first twelve month period was critical for completion.

Additional amendments had been made to the extension of registration and also in relation to returning students.

AGREED That Academic Board approved the proposed amendments to the Research Degree Regulations.

AB 14.34 **STUDENT RETENTION** (AB 14/45)

RECEIVED The report of the Registrar & Deputy Chief Executive.

PURPOSE To provide Academic Board with information about the actions taken within Faculties to maintain and improve retention, as reported through Annual Monitoring Reports.

RECOMMENDATION

That Academic Board should receive additional reporting on all retention/withdrawal information in addition to the annual monitoring report.

REPORTED Action taken within faculties regarding retention and withdrawals were currently captured via the annual monitoring report process. To improve visibility of retention/withdrawal issues it was proposed that Academic Board received the following additional reports:

1. Annual Retention Report, to be reported in December.

2. The level of academic failure and the numbers unable to proceed, to be reported in September.
3. A report that looked at students who had been in a position of academic failure and also those who had withdrawn during the first semester, to be reported in February.

AGREED That Academic Board approved the proposal to receive further retention/withdrawal reports throughout the academic year.

ACTION To include the additional reports on the Academic Board Programme of Business.

AB 14.35 **COMMITTEE REPORTS**

Quality Assurance and Enhancement Committee (AB 14/46 & AB 14/47)

RECEIVED Minutes of the meeting held on 16 April 2014 and 21 May 2014.

NOTED Academic Board noted the contents of the minutes of the last meeting of QAEC.

University Research & Scholarship Committee (AB 14/48, AB 14/49 & AB 14/50)

RECEIVED Minutes of the meeting held on 12 March 2014, 30 April 2014 and 14 May 2014.

NOTED Academic Board noted the contents of the minutes of the last two meetings of URSC.

Education Committee (AB 14/51 & AB 14/52)

RECEIVED Minutes of the meeting held on 16 April 2014 and 21 May 2014.

NOTED Academic Board noted the contents of the minutes of the last meeting of EDC.

I.T. Committee (AB 14/53)

RECEIVED Minutes of the meeting held on 17 April 2014.

NOTED Academic Board noted the contents of the minutes of the last meeting of the I.T. Committee.

COMMENTED That the I.T. Committee had greatly improved transparency around project delivery which was, in part, the result of the appointment of the I.T. Director.

That the draft I.T. Strategy had been reported to the I.T. Committee and would be reported to Academic Board in due course.

Social & Economic Engagement Committee (AB 14/54)

RECEIVED

Minutes of the meeting held on 17 March 2014.

NOTED

Academic Board noted the contents of the minutes of the last meeting of SEEC.

AB 14.36

PROGRAMME OF BUSINESS 2014/15 (AB 14/55)

RECEIVED

The Programme of Business 2014/15 for information.

AB 14.37

ANY OTHER BUSINESS

Thanks were extended to Curtis Reid, outgoing President of the LiverpoolSU on behalf of the Academic Board for the support given to both the Chair and the wider Board. The Academic Board wished Curtis well for the future and it was pleasing that he was continuing further studies at LJMU.

AB 14.38

DATE OF NEXT MEETING

Monday 22 September 2014, 9.30am

LIVERPOOL JOHN MOORES UNIVERSITY

ACADEMIC BOARD

Action Point Control Register – Status of Open Action Points as at 22 September 2014

Minute	Action	By Whom	By When	Status
AB 13.56	<u>Proposed Academic Calendar Model 2015/16</u> (AB 13/51) That the Registrar & Deputy Chief Executive following the report to the meeting of Academic Board in March would report back to the Academic Board in 23 June 2014. See also AB 14.11.	Registrar & Deputy Chief Executive	23 June 2014	Discharged
AB 13.61	<u>Retention Report</u> (AB 13/56) That further work be undertaken to identify underlying causes for high/low and improving/worsening retention rates and seek to take remedial action. This should be reported back through the Education Committee.	Registrar & Deputy Chief Executive	10 March 2014 Deferred to 23 June 2014	Discharged
AB 13.70	<u>University Framework for Quality and Standards</u> (AB 13/65) Academic Registrar, Student and Academic Services to bring a Paper back to the Academic Board in the summer demonstrating processes are in place and have been actioned.	Academic Registrar, Student and Academic Services	23 June 2014	Discharged
AB 14.11	<u>Academic Calendar 2015/16</u> (AB 14.16) A single recommendation would be proposed to the next meeting of Academic Board at which point a final decision would be required for implementation in 2015/16, through to 2018/19.	Registrar & Deputy Chief Executive	23 June 2014	Discharged
AB 14.34	<u>Student Retention</u> (AB 14/45) To include the additional student retention/withdrawal reports on the 2014/15 Academic Board Programme of Business.	Secretariat	Immediate	Active