

<b>Academic Board</b>			
<b>Meeting date</b>	24 February 2016	<b>Agenda reference</b>	AB: 15/16: 3M
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**Minutes of the meeting of the Academic Board  
24 February 2016**

<b>The Principal:</b>	Professor Edward Byrne AC (Chair)
<b>The Vice-Principals:</b>	Professor Karen O'Brien Professor Sir Robert Lechler Professor Evelyn Welch Chris Mottershead Dr Joanna Newman
<b>Assistant Principals:</b>	Professor Jonathan Grant Professor Reza Razavi Professor Shitij Kapur
<b>The Reverend The Dean:</b>	Professor the Revd. Richard Burridge
<b>Deans of Faculties</b>	
<i>Arts &amp; Humanities</i>	Professor Russell Goulbourne
<i>Life Sciences &amp; Medicine</i>	Professor Richard Trembath
<i>Psychiatry, Psychology &amp; Neurology</i>	Professor Shitij Kapur
<i>Natural &amp; Mathematical Sciences</i>	Professor Michael Luck
<i>Social Science and Public Policy:</i>	Professor Frans Berkhout
<b>Director, King's Learning Institute</b>	Dr Kelly Coate
<b>Director, Graduate School</b>	Professor Vaughan Robinson
<b>Heads of Professional Services</b>	
<i>Head of Administration &amp; College Secretary</i>	Ian Creagh
<b>Chair of Academic Board Sub-committee</b>	Professor Kim Wolff MBE
<b>Student Members</b>	Pauline Meyer (Arts & Sciences – Undergraduate) Sweta Raghavan (Health Faculties – Postgraduate) Charlotte Rowland (Arts & Sciences – Postgraduate)
<b>Faculty members:</b>	
<i>Arts and Humanities</i>	Professor Rivkah Zim
<i>Dental Institute</i>	Dr Barry Quinn, Professor Mark

<i>Dickson Poon School of Law</i>	Woolford
<i>Life Sciences &amp; Medicine</i>	Professor Tanya Aplin
<i>Natural &amp; Mathematical Sciences</i>	Dr Katherine Sleeman, Dr Ian McFadzean
	Professor Nikolaos Mavromatos, Dr Sophia Tsoka
<i>Florence Nightingale Faculty of Nursing &amp; Midwifery</i>	Dr Patricia Grocott, Ian Noonan, Dr Cath Taylor
<i>Institute of Psychiatry, Psychology &amp; Neuroscience</i>	Professor John Marsden, Dr Sandrine Thuret, Dr Susan Duty
<i>Social Science &amp; Public Policy</i>	Dr Joanne Kidd,
<b>Permanent invitee</b>	Ben Hunt (KCLSU Vice-President, Academic Affairs (Arts & Sciences))

**In attendance:** Trevor Pearce (Secretary), Rachel Holland (Clerk)

**Apologies for absence were received from:** Nadine Almanasfi, Dr Megan Bowman, Professor David Caron, Professor Kate Crosby, Tessa Harrison, Dr Michael Malim, Dr Matthew Moran and Professor Dianne Rekow

## **Part 1: Housekeeping**

### **28. MINUTES**

**28.1 Received and confirmed:** The minutes of the meeting of 9 December 2015 (AB: 15/16: 2M)

### **29. MATTERS ARISING**

**29.1 Reported by President:** That all matters were covered in the agenda. International scholarships would be covered in the update from the Vice-Principal (International).

### **30. PRESIDENT & PRINCIPAL'S REPORT**

**30.1 Received:** a report from the President & Principal (AB: 15/16: 53)

#### **30.2 Reported by the President & Principal:**

- (i) That the first staff survey had been completed and would be repeated biennially with results compared to other similar organisations. The results had been posted online and a cross university working group had been established to look into organisation-wide issues with smaller groups to review local issues;
- (ii) That applications had risen by 1.6% for undergraduate programmes and 17% for postgraduate programmes. The large rise for postgraduate programmes was mainly due to new programmes offered by the Business School;
- (iii) That the School of Management and Business was developing its programme offering; it was anticipated that the School would develop into a faculty as part of the King's Futures strategic initiative;
- (iv) That the PLS Alliance had been officially launched with 60 inaugural fellowships announced;
- (v) That King's continued to implement the Prevent initiatives in accordance with its legal obligations. The Principal emphasised

King's commitment to preserving academic freedoms within a lawful context;

- (vi) That a new project had been launched to build upon the success of the King's Windows displays on the Strand campus. Four new electronic displays would be introduced on the Strand which would alternate between historic and recent achievements of the institution.

**30.3 Received:** an update on the development of King's Strategic Vision (**AB: 15/16: 54**)

**30.4 Reported by the Assistant Principal (Strategy):**

- (i) That the Strategic vision would be developed over the course of the calendar year. Workshops had been put in place to facilitate consultation and a green paper would be produced from the outcomes of these for wider consultation with staff, students and alumni. This was planned for May 2016 and would be accompanied by a series of events;
- (ii) That the white paper was planned for the beginning of the 2016/17 year and the Assistant Principal would report back to Academic Board regularly on progress.

**30.5 Noted:**

- (i) That feedback could be provided through area representatives or directly to the Assistant Principal (Strategy);
- (ii) That the strategy would focus on the ambitions of King's and how the organisation should look in the future.

**31. HEAD OF ADMINISTRATION & COLLEGE SECRETARY'S REPORT**

**31.1 Received:** A report from the Head of Administration & College Secretary. (**AB: 16/16:55**)

**31.2 Reported by the Head of Administration & College Secretary:**

- (i) That the Estates Department was working to ensure effective communication of planned summer works, identifying timescales and delivery needs;
- (ii) That IT Services was working on project prioritisation with the Vice-Principal (Education), with a focus on the delivery of technology enhanced learning;
- (iii) That Student Support had provided "24/7" cover over the Christmas period and this had been well utilised particularly by International Students. This would be repeated over the next long break along with 24/7 access to King's major libraries.

**31.3 Noted:**

- (i) That student feedback had been positive on both 24/7 library and IT services access;
- (ii) That Academic skills centres currently available at Maugham Library would be rolled out across other campuses.

**31.4 Received:** A report on student number planning for 2016/17 (**AB: 15/16: 56**)

**31.5 Noted:** That any queries should be submitted to [planning@kcl.ac.uk](mailto:planning@kcl.ac.uk)

- 32. VICE-PRINCIPAL (ARTS & SCIENCES)' REPORT**
- 32.1 Received:** A report from the Vice-Principal (Arts & Sciences) (**AB: 15/16: 57**)
- 32.2 Reported by the Vice-Principal (Arts & Sciences):**
- (i) That improvement work on the Strand campus was progressing well, and an update on the valuation of Surrey Street properties would be available in April;
  - (ii) That there had been good attendance at the LGBT Network launch event and the faculties were committed to continuing work on Diversity and Inclusion;
  - (iii) That thanks were extended to Professor David Caron who would be stepping down as Executive Dean of the Dickson Poon School of Law, before taking up his appointment to the Iran-United States Claims Tribunal.
- 32.3 Reported by the Executive Dean of Natural and Mathematical Sciences:**
- (i) That the Faculty of Natural & Mathematical Sciences had already achieved Athena SWAN bronze recognition and was working towards silver recognition.
- 32.4 Received:** A report and response from the Quinquennial Review for the Modern Languages Department (**AB: 15/16: 58**)
- 32.5 Reported by Head of Department of Modern Languages:**
- (i) That the Review of the three departments had gone smoothly. The departments had invested significant resources in preparing for the Review;
  - (ii) Good progress had been made in the harmonisation of teaching practices, process and administration across the departments and the Board confirmed that the responses of the departments in these areas were appropriate;
  - (iii) That issues raised about the management of joint honours programmes extended beyond the participating departments;
  - (iv) That the departments were working on responses to the recommendations and were pleased that the work was heading in the right direction.
- 32.6 Reported by Executive Dean of Arts & Humanities:**
- (i) That the Executive Dean thanked all those involved in the Review for their contributions and support;
  - (ii) That 20 commendations had been produced by the panel and the recommendations were supportive and encouraging. Work was already being undertaken to implement these recommendations;
  - (iii) The strong links with the Department of European & International Studies would continue after the move of that Department to the Faculty of Social Science and Public Policy.
- 32.7 Noted:** That the report and its recommendations constituted a good foundation to ensure the long term sustainability of the participating departments.
- 32.8 Agreed:** The Board accepted the report and its response.
- 32.9 Received:** A mid-cycle report from the Quinquennial Review for the Department of Education & Professional Studies (**AB: 15/16: 59**)

- 32.10 Reported by the Vice-Principal (Arts & Sciences):**
- (i) That the Department had been the first to undertake a quinquennial review, which had taken place at a challenging time for the department;
  - (ii) That the panel had made a positive assessment of the teaching and research of the Department. The Department had subsequently been rated 'Outstanding' by Ofsted;
  - (iii) That the Department was grateful to the Department of Theology & Religious Studies for taking on programmes from the Department of Education & Professional Studies and facilitating a smooth transition;
  - (iv) That the Department had met their deficit reduction target three years ahead of schedule and was working to ensure a secure future financial position with the development of new programmes.
- 32.11 Noted:**
- (i) That the Department would now consider initiatives such as online learning and alliances with partner institutions to help secure the Department's future financial position;
  - (ii) That all research students within the department had been allocated to supervisors within the Department where their original supervisor had left the institution;
  - (iii) That thanks were extended to Professor Sharon Gewirtz who would be finishing her term as head of department and whose consultative and caring work would leave the department in a much stronger position.
- 32.12 Agreed:** The Board accepted the mid-cycle report.
- 32.13 Received:** An update on outstanding issues from the governance review of the Faculty of Social Sciences & Public Policy (**AB: 15/16: 60**)
- 32.14 Reported by the Executive Dean, Social Science & Public Policy:**
- (i) That good progress was being made with the implementation of the five schools model and staff had been invited to give views on the changes;
  - (ii) That it was proposed to transfer the Department of European & International Studies to the Faculty of Social Science & Public Policy. The transition team would seek ensure that there was no adverse impact to teaching or the student experience during the course of this move.
- 32.15 Reported by the Executive Dean, Arts & Humanities:**
- (i) That the move was supported by the Faculty of Arts & Humanities as a move that would ensure further coherence between departments in both faculties, and would support inter-departmental and inter-disciplinary activity.
- 32.16 Noted:**
- (i) The faculty's thanks to the KCLSU Vice-President (Arts & Sciences) for his work in supporting consultation with the students;
  - (ii) That discussions on the appropriate location for the Institute for Contemporary British History would take place shortly.

**32.17** **Agreed:** The Board accepted the report including the recommendation that the Department of European and International Studies join the School of Politics and Economics in the Faculty of Social Science and Public Policy.

### **33. VICE-PRINCIPAL (EDUCATION)'S REPORT**

#### **33.1 Reported by the Vice-Principal (Education):**

- (i) That CMA compliance work was continuing. Care was being taken to ensure that any amendments to the institution's practices did not adversely affect the student experience;
- (ii) That DLHE statistics indicated that the position for King's graduates had strengthened further, with an increase in the number of students taking up graduate level roles within six months of leaving the institution;
- (iii) That an analysis of widening participation statistics indicated that King's had been the most improved of Russell Group universities in its recruitment of widening participation students.

**33.2** **Received:** Extracts from the draft self-evaluation document for the Higher Education Review (**AB: 15/16: 61**)

#### **33.3 Reported by the Director of Students & Education**

- (i) That the document contained extracts of the Self Evaluation Document, including the introduction, which described the context within which King's operates, and the Board's role in maintaining quality and academic standards. Members were asked to supply any feedback on the content to Trevor Pearce. The deadline for submission of the Document was 14 March 2016.

**33.4** **Agreed:** The Board agreed to defer formal approval of the whole Document to Chair's action.

**33.5** **Received:** A report on supplementary regulations for online programmes (**AB: 15/16: 62**)

#### **33.6 Reported by the Vice-Principal (Education):**

- (i) That the first online programme in psychology and neuroscience would be launched in March 2016;
- (ii) That tailored training for those teaching online courses had been provided.

**33.7** **Received:** A report from undergraduate external examiners (**AB: 15/16: 63**)

#### **33.8 Reported by the Chair College Assessment & Standards Committee:**

- (i) That Faculties were thanked for the effective management of the external examiner system. All external examiners had confirmed the maintenance of appropriate academic standards across the institution.

**33.9** **Noted:** A pro-forma thanks letter for external examiners from Academic Board would be produced.

### **34. VICE-PRINCIPAL (HEALTH)'S REPORT**

**34.1** **Received:** an update report from the Vice-Principal (Health) (**AB: 15/16: 64**):

- 34.2 Reported by the Vice-Principal (Health):**
- (i) That the five year strategy for the health faculties was anticipated to be finalised by April 2016 and would build upon wider institutional strategy;
  - (ii) That the Board's congratulations were extended to Professor Ian Norman on his formal appointment as Executive Dean of the Florence Nightingale Faculty of Nursing & Midwifery;
  - (iii) That the MBBS 2020 curriculum launch had been well received by the students;
  - (iv) That research grant income had declined in the previous two quarters. The health faculties would work with the Vice-Principal and Assistant Principal (Research & Innovation) to establish reasons and produce an action plan.
  - (v) That Kings' Health Partners had appointed two programme directors for cardiovascular and haematology institutes.
  - (vi) That the capital delivery project to redevelop the Guy's campus was progressing. The Estates Department continued to manage the project through its initial planning stages in close partnership with GSTT Estates and GST Charity.

**34.3 Received:** a proposal to establish a new Department of Biostatistics & Health Informatics (**AB: 15/16: 65**)

**34.4 Reported by Executive Dean of Institute of Psychiatry, Psychology & Neuroscience**

- (i) That the department had existed as two separate entities within the Institute of Psychiatry, Psychology & Neuroscience and it was now proposed to integrate the existing units within the Institute and provide a permanent home, which would facilitate greater collaborative opportunities with other departments.
- (ii) That it was anticipated that the department would continue contributing to the development of Big Data programmes and would also develop their own courses in biostatistics.

**34.5 Noted:** The support of the Department of Informatics for the proposal; the two departments had worked closely over the proposal to ensure no inappropriate overlap.

**34.6 Agreed:** The Board agreed the proposal to establish the department and the re-assignment of staffing to the new department with effect from 1 August 2016.

**35. VICE-PRINCIPAL (INTERNATIONAL)'S REPORT**

**35.1 Reported by the Vice-Principal (International):**

- (i) That Sanctuary Scholarships had been approved as part of the wider International Scholarships strategy and two had been allocated to applicants with asylum status.
- (ii) That work was being undertaken with the Students' Union to develop a web-based portal to show staff and student responses to current crises and to develop English teaching opportunities with our German university partners who have large refugee related programmes.

**35.2 Received:** A draft Student Mobility Strategy plan (**AB: 15/16: 66**)

**35.3 Reported by the Vice-Principal (International):**

- (i) That the Plan illustrated the complexity and need for flexibility in the definition of mobility and the differing needs of individual disciplines;
- (ii) That the International Office continued to develop its practice in respect of information capture to better support faculties and encourage non-traditional groups to participate.

**35.4** **Agreed:** The Board agreed to endorse the plan and recommend its adoption to Council.

**36. VICE-PRINCIPAL (RESEARCH & INNOVATION REPORT)**

**36.1** **Received:** an update from the Vice-Principal (Research & Innovation) on new research grants (**AB: 15/16: 67**)

**36.2** **Reported by Assistant Principal (Research & Innovation)**

- (i) That grant awards had fallen in line with a reduction in grant applications. The Research Management Division was working with departments to increase applications, taking into account the need for efficiency and departmental capacity.
- (ii) That there was a need to broaden the grant base to encourage more departments to contribute to research funding projects.

**36.3** **Received:** an update on the development of the Research Strategy from the Assistant Principal (Research and Innovation) (**AB: 15/16: 68**)

**36.4** **Reported by Assistant Principal (Research & Innovation)**

- (i) That a modified timetable for the development and implementation of the Strategy had been produced;
- (ii) That consultation continued with the with Arts & Sciences and Health faculties;
- (iii) That a green paper would be produced on the proposals contained within the Strategy.

**37. STUDENT BUSINESS**

**37.1** **Received:** a report from the KCLSU President (**AB: 15/16: 69**)

**37.** **Reported by the KCLSU Vice-President for Education (Arts & Sciences)**

- (i) That elections for student sabbatical officers were due to open on Monday 29 February;
- (ii) That discussions on use of Bush House continued, including positive discussions about disabled access across the campuses;
- (iii) That there had been a small number of incidents involving external speakers, and KCLSU was working with the institution to ensure that all events were safe. A high number of KCLSU staff had volunteered to be safe space marshals;
- (iv) That a researcher had been appointed to conduct a review of the diversity of curricula with particular focus on reading lists. Faculties were advised they would be contacting them directly for information.

**38. DEAN'S BUSINESS**

**38.1** **Received:** A report from the Dean's Office (**AB: 15/16: 70**)

**38.2** **Reported by the Dean:**

- (i) That planning was ongoing for AKC for the 2016/17 academic year;
- (ii) That the report detailed the work of the chaplaincy. The Dean was pleased to confirm that the new Muslim chaplain was settling in well.



- (iii) That the Dean's all staff and student email about Good Campus Relations work undertaken in awareness weeks had been well received across the institution;

**38.3 Received and approved:** Nominations for election as Associates of King's College (**AB: 15/16: 71**)

**38.4 Noted:** Ben Hunt (KCLSU) commended Jonathan Andrews on his appointment as the Youth Chair of Ambitious with Autism, as well as completing the AKC.

### **39. ACADEMIC BOARD COMMITTEES**

**39.1 Received and Noted:** the following reports:

- College Assessment and Standards Committee, 2<sup>nd</sup> December 2015 (**AB: 15/16: 72**)
- College Education Committee, 1<sup>st</sup> December 2015 (**AB: 15/16: 73**)
- College International Committee 20<sup>th</sup> January 2016 (**AB: 15/16: 74**)
- College Research Committee 27<sup>th</sup> January 2016 (**AB: 15/16: 75**)
- Programme Development & Approval Committee, 13<sup>th</sup> January 2016 (**AB: 15/16: 76**)

### **40 RESEARCH ETHICS COMMITTEE**

**40.1 Received and Noted:** the annual report of the Research Ethics Committee.

### **41. DATES OF FUTURE MEETINGS**

**41.1 Noted:** that future meetings of the Board would take place on

- 20<sup>th</sup> April 2016
- 22<sup>nd</sup> June 2016