

Academic Board Minutes - Approved

Date 6 March 2024, 14.00

Location Great Hall, Strand Campus and MS Teams

Composition		Members	Attendance 2023-2024				
			1 Nov 23	13 Dec	6 Mar 24	17 Apr	26 Jun
Ex officio	Chair of Academic Board, President & Principal	Professor Shitij Kapur	P	P	A		
	Senior Vice	SVP Academic (Vice-Chair)	Professor Rachel Mills	P	P	P	
	Presidents & Vice Principals	SVP Health & Life Sciences	Professor Richard Trembath	P	P	P	
		VP Education & Student Success	Professor Adam Fagan	P	P	A	
		VP Research & Innovation	Professor Bashir Al-Hashimi	P	P	P	
		VP International, Engagement & Service	Professor 'Funmi Olonisakin	P	P	P	
	The Reverend the Dean		Rev'd Canon Dr Ellen Clark-King	A	P	P	
	The President of the Students' Union		Steven Suresh	P	P	P	
	KCLSU Vice Presidents Education	Vice President for Education (Arts & Sciences)	Sadaf Abbas Cheema	P	-	-	
		Vice President for Education (Health)	Janvi Jagasia	P	P	P	
		Vice President for Postgraduate	Alizeh Abrar	P	-	-	
	Executive Deans of Faculty	Arts and Humanities	Professor Marion Thain	P	P	P	
		Dentistry, Oral & Craniofacial Sciences	Professor Michael Escudier	P	P	P	
		Dickson Poon School of Law	Professor Dan Hunter	P	A	P	
		King's Business School	Professor Stephen Bach	P	P	P	
		Life Sciences & Medicine	Professor Ajay Shah	P	P	P	
		Natural, Mathematical & Engineering Sciences	Professor Rachel Bearon	P	P	P	
		Nursing, Midwifery & Palliative Care	Professor Irene Higginson	A	A	P	
		Institute of Psychiatry, Psychology & Neuroscience (Interim)	Professor Matthew Hotopf	P	P	P	
	Dean for Doctoral Studies		Professor Rebecca Oakey	P	P	P	
Executive Director: Centre for International Education & Languages (CIEL)		Sarah Shirley	P	P	P		
Elected Students	One student from each faculty, split equally across UG/PGT/PGR	Arts and Humanities	Jenee Gardner	P	P	P	
		Dentistry, Oral & Craniofacial Sciences	Jekaterina Polomarenko	P	P	P	
		Dickson Poon School of Law	Emilia Britain	P	P	P	
		King's Business School	<i>Vacancy</i>	-	-	-	
		Life Sciences & Medicine	Mariana Ferreira Teixeira Da Silva	P	A	A	
		Natural, Mathematical and Engineering Sciences	Navye Jain	P	P	A	
		Nursing, Midwifery & Palliative Care	Marie Martos	P	A	P	
		Institute of Psychiatry, Psychology & Neuroscience	Emil Galanides	P	P	P	
Social Science and Public Policy		Joep Lahaije	P	P	P		
Elected Staff	Four academic staff members from each faculty (and five in the case of larger faculties) elected by and from the staff of each faculty.	Arts & Humanities (5 members, including HOD equivalent)	Dr Virginia Crisp (HoD)	P	P	P	
			Dr Hannah Crawforth	A	P	A	
			Dr Zeena Feldman	P	P	P	
			Professor Nick Harrison	P	P	P	
			Dr Laura Gibson	P	P	P	
	Dentistry, Oral & Craniofacial Sciences (4 members, including HOD equivalent)	Professor Kim Piper (HoD)	P	P	P		
		Professor Jeremy Green	A	P	P		
		Professor Richard Cook	P	P	P		
		Dr David Moyes	P	P	P		
	Dickson Poon School of Law (4 members, including HOD equivalent)	<i>Vacancy</i>	-	-	-		
		Professor Ann Mumford	P	P	A		
		Professor Ewan McGaughey	A	A	A		
		Dr Elin Weston	P	P	P		
	King's Business School (4 members, including HOD equivalent)	Professor Gulcin Ozkan (HoD)	P	P	P		
Dr Jack Fosten		A	P	P			

		Dr Juan Baeza	P	P	A		
		Dr Andrew McFaul	P	P	P		
	Life Sciences & Medicine (5 members, including HOD equivalent)	Professor Susan Brain (HoD)	P	P	P		
		Dr Manasi Nandi	P	P	P		
		Professor Claire Wells	P	P	P		
		Dr Baljinder Mankoo	P	P	A		
		Dr Anna Battaglia	P	P	P		
		Natural, Mathematical and Engineering Sciences (4 members, including HOD equivalent)	Professor Luc Moreau (HoD)	P	P	P	
	Dr Andre Cobb		P	P	P		
	Professor Gerard Watts		P	P	P		
	Florence Nightingale Faculty of Nursing, Midwifery & Palliative Care (4 members, including HOD equivalent)	Dr Lorraine Robinson (HoD)	P	A	P		
		Dr Jocelyn Cornish	P	A	P		
		Dr Wladzia Czuber-Dochan	A	A	A		
		Irene Zeller	P	A	A		
	Institute of Psychiatry, Psychology & Neuroscience (5 members, including HOD equivalent)	Professor Sarah Byford (HoD)	A	P	P		
		Dr Eleanor Dommett	P	P	P		
		Dr Rina Dutta	A	P	A		
		Dr Yannis Paloyelis	P	P	P		
	Social Science and Public Policy (5 members, including HOD equivalent)	Dr Eamonn Walsh	P	A	P		
		Professor Jelke Boesten (HoD)	P	P	P		
		Dr Hillary Briffa	P	A	P		
		Dr Sunil Mitra Kumar	P	P	A		
		Dr Tim Benbow	P	P	P		
	Three staff members on contracts which include teaching from Professional and Continuing Education elected by and from the staff members on contracts which include teaching in PACE. One of the three seats will be held by a Head of Department or equivalent.	Tomas Maltby	P	P	P		
		<i>Sarah Shirley (see ex-officio)</i>	-	-	-		
		Suzie Coates	P	P	A		
		Dr Michael Elliott	P	P	P		
Three professional staff	Education Support	Thomas Seagroatt	P	-	-		
	Research Support	Dr Natasha Awais-Dean	P	P	P		
	Service Support	Akic Lwaldeng	P	P	A		
Two academic staff on research-only contracts	Arts and Sciences Faculties	Dr Harriet Boulding	P	P	P		
	Health Faculties	Dr Joanna Davies	P	P	P		

v= vacant post

In attendance:

Darren Wallis, Executive Director, SED

Lynne Barker, Associate Director (Academic Regulations, Quality and Standards), SED

Phill Berry, Director of Academic Quality, SED

Dr Thomas Foulkes, Director of Research Strategy & Development (for Item 5 – Research Strategy)

Dr Liviu Matei, Professor of Higher Education and Public Policy (for item 6.2 – Magna Charta application)

Secretariat:

Paul Mould (Deputy College Secretary)

Joanna Brown (Governance Manager)

Sheron Balfour (Governance & Compliance Manager)

1 Welcome, apologies and notices.

With apologies from the Vice-Chancellor & President, the Senior Vice President (Academic) took the Chair. Members and guests were welcomed to the meeting.

2 Approval of agenda

The agenda was approved.

3 Unanimous Consent Agenda (including Minutes of the Previous Meeting) [AB-24-03-06-03]

There had been a request to remove Annex 5 and Annex 6 of the College Education Committee report from the Unanimous Consent Agenda:

- Annual report on Student Conduct and Appeals (Annex 5)
- Annual report on Examinations and Assessment (Annex 6)

Decision

That the remaining items on the Unanimous Consent Agenda be taken as read and noted or approved.

4 Matters Arising from the Minutes

4.1 Freedom of Expression Standing Advisory Group (FESAG) [AB-24-03-06-04.1]

At the last meeting of the Academic Board, on 13 December 2023, during the discussion on Value-Based Impartiality, some misperceptions about FESAG being used to restrict events became apparent, and the Senior Vice President (Academic) undertook to provide a paper to this meeting communicating FESAG's history and its supportive role. FESAG is a joint, co-chaired committee between King's executive and the King's College London Student Union (KCLSU). As the paper makes clear, it is a responsive, collaborative committee with the aim of supporting and enabling students and staff to engage external speakers and hold events.

Going forward, FESAG would be used to ensure compliance with the new legislation on Freedom of speech and a related regulatory complaints process established by the Office for Students (OfS), being brought in on 1 August 2024, and to align processes across KCLSU and King's. Members were encouraged to use the report to explain FESAG to their communities. Feedback was welcomed.

4.2 Policy on the Ethical Conduct of Research Involving Human Participants

The previous meeting of the Academic Board had approved the Policy on the Ethical Conduct of Research Involving Human Participants, noting that Professor Watts would suggest minor revisions to wording. Having reviewed the comments received, before, during, and following the December meeting of the Academic Board, feedback was sought from the research ethics Chairs, and finally approval was sought via Chair's action from the College Research Committee Chair. Academic Board was requested to approve the Policy on the Ethical Conduct of Research Involving Human Participants, as amended.

Professor Watts was content with the changes, just noting that 'should' did not mean 'must' and that, across policies more widely, if 'must' was what actually was intended then the wording should be reviewed. This was acknowledged. Variations to policy were subject to process and documentation.

Decision:

That the Policy on the Ethical Conduct of Research Involving Human Participants, as amended, be approved.

5 Research Strategy Discussion: Enhancing research - removing barriers and stimulating activity

The Director of Research Strategy & Development spoke about research excellence at King's, and what needed to be done to sustain and grow that research excellence (Slides provided by the Director of Research Strategy & Development are attached in Annex 1). New grants had nearly doubled in the past ten years and King's was competing well internationally, ranking 13th in the world for clinical & health, for example. However, research income was unevenly distributed in terms of grants and volume of activity across faculties, and research intensity overall (research income versus teaching income) was below that of peer institutions. Many of the challenges were sector based, including competing for staff. A current programme of work was focussed on reward versus spend, and the need to look at how efficiently grants were converted into active research.

Table discussions focussed on the barriers and solutions to sustaining and growing King's research excellence. Feedback included:

Barriers: Bureaucracy/systems/infrastructures; Brexit; recruitment and turnover; inadequate support; lack of appropriate types of training at different levels; time and capacity for research; inequality; inconsistencies across faculties with respect to sabbatical leave; inconsistencies with ethical approval processes; AEP contracts; funding and inflation; lab maintenance; and lack of PhD

scholarships.

Solutions: focus on early career staff, more support at every level; achieving balance between teaching and research demands; reducing administrative burden; understand the underspend; share best practice; more AEP flexibility; recruit students to help with administrative work; develop summer internships in research areas; more information to students about what is available; and more PhD scholarships outside of health faculties.

Members were encouraged to email notes from the table discussions to the Director of Research Strategy & Development.

The Senior Vice President (Academic) reported that the AEP review underway, chaired by Professor Ian MacFadzean, was making progress.

The Director of Research Strategy & Development responded to the point made about understanding the underspend: this was a current and large project run by the Head of Research Operations. He noted that things like delays in recruitment and procurement could be factors and were a huge challenge.

6 Report of the Vice-Chancellor & President

6.1 Summary Report on Key Issues [AB-24-03-06-06.1]

The Acting Chair presented the Vice-Chancellor's report, which highlighted current issues, events and developments since the last meeting of the Academic Board, including: the Israel/Gaza response; admissions; King's Benefits; New Year Honours; and Climate & Sustainability. Updates and discussion included:

Israel/Gaza response

King's would put an additional c.£500k into its Sanctuary Programme, which had been formed in 2015 in response to the global issue of forced displacement

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

King's Benefits

The childcare scheme had been announced the previous day. It was important that staff were aware of the benefits they were entitled to, including those going on extended leave. The Acting Chair stated that four working groups were about to be set up between management and unions, which would cover equity issues amongst many others.

King's Climate & Sustainability

There had been lots of activity in every faculty, both staff and student led. The sustainable travel policy was still under consultation, with a commitment to reduce travel. It was noted that meeting in person was often critical, and that reputable and effective carbon offset schemes needed to be found. The Acting Chair noted that the Assistant Principal (King's Climate & Sustainability) had set up a working group to look at best practice.

6.2 Magna Charta application (for approval) [AB-24-03-06-06.2]

The Acting Chair introduced the report which set out that Institutions applying to be signatories of the Magna Charta Universitatum (MCU) must include proof of approval by their senior academic governing body and their ultimate governing body as part of the application process, as well as receiving endorsement statements from three current institutions signatories. Endorsement statements had been requested and received from: the University of Melbourne; Humboldt-Universität zu Berlin; and UCL. Being a member of MCU provided opportunities to engage with other institutions committed to academic freedom and freedom of speech from around the world.

Professor Liviu Mattei, Professor of Higher Education and Public Policy, noted a conflict of interest in that he was a member on the Board that would approve the application. He stated that MCU was the key global reference for both higher education institutions and public authorities regarding the fundamental values of higher education. It was currently signed by about 1000 universities from 94 countries. Almost all Russell Group Universities had signed Magna Charta. There were no fees involved, and it created a common intellectual and moral reference for universities around the world.

It was noted that MCU did not have a lobbying function as such but would take public positions on issues related to freedom of expression.

A member requested that the recently approved policy on the Ethical Conduct of Research Involving Human Participants be included in the list in section 10 of the application.

Decision:

That the Academic Board approve and recommend to Council that the University apply to be a signatory of the Magna Charta Universitatum.

6.3 Portfolio Simplification – Chair's Action [AB-24-03-06-06.3]

Approved on the Unanimous Consent Agenda:

Decision:

That Chair's action to approve a revision to the initial Curriculum Commission outcome relating to an Arts & Humanities module (Poetic Movements, Poetic Moods, 1600-1800), to change "reconfigure" to "retain", be confirmed.

6.4 Wholly Online Admissions Administration – Chair's Action [AB-24-03-06-6.47]

Approved on the Unanimous Consent Agenda:

Decision:

That the decision taken by the Vice-Chancellor & President with respect to wholly online PGT admissions for 2024-25, be confirmed.

7 Report of the KCLSU President [AB-24-03-06-07]

The KCLSU President took his report as read and highlighted the following:

- The elections process was underway for the election of the new Sabbatical Officers and Student Group Presidents. A higher voter turnout was being seen than in the recent past.
- Good progress was being made on the timetabling campaign, but there were reports that Friday afternoon protected time for those with religious commitments was being breached in

some cases. KCLSU was interested to know if this was the case across faculties, or just in those they had heard from. The Executive Director, Students & Education, acknowledged the policy was due for review, but that it currently stated to protect “as much as possible”, and that there was a process for students to obtain an exception. An across-the-board solution for lectures would be easier than for seminars, which would need to be considered on a case-by-case basis. Practical courses would also be more difficult to adapt, but there was a will to find solutions. It would be useful for details of particular issues to be provided to the relevant Executive Dean.

- Cost of living campaign: The KCLSU President had met with the Senior Vice-President (Operations) and the Chief Financial Officer about rent guarantors for international students, and planned to set up a new working group in an attempt to resolve the issue.
- The KCLSU President had attended a meeting with the Estates & Facilities team about expanding KCL residences to a new location with a specified number of affordable beds.

8 Reports of Committees

8.1 Report of the College Education Committee (CEC) [AB-24-03-06-08.1]

Two items had been removed from the Unanimous Consent Agenda:

- **Annex 5: Annual report on Student Conduct and Appeals**
- **Annex 6: Annual report on Examinations and Assessment**

Annex 5: Annual report on Student Conduct and Appeals

It was confirmed that the report contained errors and that some numbers did need to be corrected. The official set of papers would be corrected. [ACTION]

Annex 6 – Annual report on Examinations and Assessment

A member raised concerns that the report did not reflect difficulties experienced the previous year, such as some students having to take all of their in-person exams within the first three weeks, as happened across NMES; nor issues of errors in assessment booklets, which had significant impact on students well into term time.

While the issues had been reported in a number of forums, and the stabilising of assessment processes was a priority for the student success transformation programme, it was acknowledged that the issues could have been more fully expressed in the report. It had not been the intention to understate the difficulties. The Acting Chair requested that some clarifying language be added to the report. [ACTION]

A student member raised an issue reported to him of student concern that marking was not consistent across or even within departments. The Acting Chair stated that there was a framework to which assignments were marked, and that the concerns should be taken to the assurance processes within each faculty. The Executive Director, Students & Education noted that consideration of assessment strategies to ensure even greater consistency was currently underway, led by King’s Academy: assessment needed to look and feel the same across each department. A member added that there was also a College-wide process currently underway for updating rubrics for assessments and improved communications about expectations on the part of both students and markers.

*The remaining items in the CEC report were **approved** or noted on the Unanimous Consent Agenda:*

- (i) Feedback Policy – providing access to examination scripts - **Confirmed**
- (ii) Amendment to chapter 8 of the academic regulations 23/24 - **Confirmed**
- (iii) External Examiner Reports 22/23 – overview of UG programmes - **Approved**
- (iv) Race Equality Charter: Action Plan update
- (v) Duty of Care Statement
- (vi) Student Deaths: Procedure, Data and Context
- (vii) KBS 5 credit modules pilot

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- (viii) Strategic College Teaching Fund 2024: Education Scholarship Development in the Disciplines
 - (ix) Welcome Events 2023 update
 - (x) Academic Calendar: Operational dates 2023-2024
 - (xi) OfS update: Quality Assessment reports
 - (xii) Professional, Statutory and Regulatory Body report
 - (xiii) Periodic Programme Review Reports
 - (xiv) Reports of Sub-Committees
-

8.2 Report of the College Research Committee (CRC) [AB-24-03-06-08.3]

All items in the CRC report were noted on the Unanimous Consent Agenda:

- (i) Generative AI in Education and Research
 - (ii) UKRI Open Access Policy
 - (iii) Multidisciplinary Institutes Call
 - (iv) Research Income and Award Trends
-

9 Report of The Dean

9.1 Report of The Dean [AB-24-03-13-06.1]

Noted.

9.2 Election of Associates of King's College (AKC) [AB-24-03-06-09.2]

*Item **approved** on Consent.*

Decision:

That those students and staff listed in the report be elected as Associates of King's College.

10 Report from Council [AB-24-03-06-10]

The report from Council was presented by staff Council Member, Natasha Awais-Dean. She reminded Academic Board that there were three elected staff members from Academic Board sitting on Council, and encouraged members to seek them out for discussion and feedback. She reported that the search for a new Chair of Council was underway.

Business at its January meeting had included Council approval of the recent governance review, and timelines were now being determined for implementation. Action related to the Academic Board would be reviewed first by the Academic Board Operations Committee. The Acting Chair stated that the relationship between Council and the Academic Board was crucial, as Academic Board provided assurance to Council that the University was delivering on education and research.

11 Any Other Business

King's digital terms and conditions [paper circulated to members in advance of the meeting]

King's Digital has an existing set of terms & conditions which go through the annual T&Cs update. The existing King's Digital T&Cs could not be used for students participating in programmes run in conjunction with new partner, Cambridge Education Group ("CEG"), as CEG programmes are invoiced at course level not module level.

Decision:

That the Academic Board approve an additional set of terms and conditions for King's Digital students where programmes are invoiced at course level

Module Evaluation Process

A member raised an issue regarding the nature of questions and remarks received back from students on evaluation, some of which were abusive and threatening.

The Executive Director of SED noted that the Module Evaluation Process was due for review this year and would be brought to the Academic Board through the College Education Committee. [ACTION]

The meeting adjourned at 16:15.

Irene Birrell
College Secretary
March 2024