

ACADEMIC BOARD

CONFIRMED

Minutes of the Academic Board held on Wednesday 13 May, 2020. The meeting was held using Microsoft teams.

Present: Paul Bennett, Martin Boddy, Sally Clark, Elizabeth Cleaver, Amanda Coffey, Sanja Dogramadzi, Sonja Dragojlovic-Oliveira, Hazel Edwards, Marc Griffiths, Lisa Harrison on behalf of Gerry Rice, James Hazzard, Sam Louwers, Elena Marco, Candida McCabe, Fidel Meraz, Jo Midgley, Christopher Moore, James Murphy, Jane Ojiako, Paul Olomolaiye, Precious Onyenekwu Tatah, Favour Oweisana, Carinna Parraman, Jane Roscoe, Jeanette Sakel, Sarah Todd, Steven West (Chair), Neil Willey, Jingjing Xu

In attendance: Jodie Anstee, Jason Briddon, Rachel Cowie, Chris Gledhill, Katie Jenkins, Heather Moyes (Secretary), Amanda Oliver (Deputy Secretary),

Apologies: Peter Clegg, Lisa Cole, Mandy Lee, Favour Oweisana, Patricia Voaden, Gerry Rice, Nicholas Ryder, Richard Strange

Observers: Sophie Melton Bradley, Jenny Body

AB 20.05.1	WELCOME AND APOLOGIES
AB 20.05.1	The Chair welcomed everyone to the meeting and introduced: <ul style="list-style-type: none"> • Amanda Coffey, Deputy Vice-Chancellor and Provost, • Sophie Melton Bradley, from the Good Governance Institute, • Jenny Body, a member of the Board of Governors attending the meeting as an observer.
AB 20.05.1.2	He noted apologies had been received from: Peter Clegg, Lisa Cole, Mandy Lee, Favour Oweisana, Patricia Voaden, Gerry Rice, Nicholas Ryder and Richard Strange.
AB 20.05.1.3	He also reported that Elizabeth Cleaver would shortly be leaving the University to take up a position as Pro Vice Chancellor at Buckingham New University and thanked her for her contribution to Academic Board.
AB 20.05.1.4	No declarations of interest were received.
AB 20.05.2	MINUTES AND MATTERS ARISING
	<i>Paper AB 20/05/01 and Paper AB 20/05/02 were received.</i>
AB 20.05.2.1	The minutes of the meeting held on Wednesday 26 February 2020 were approved as a true and accurate record of discussions.

AB 20.05.2.2	<p>Action Sheet and Matters Arising Academic Board noted actions arising from the previous meeting had been completed.</p>
AB 20.05.2.3	Chair's Actions
AB 20.05.2.3.1	<p>Academic Board was asked to note that Chair's Action was taken to:</p> <ul style="list-style-type: none"> • Formally invoke mitigating processes in response to the COVID-19 outbreak. They were advised that: <ul style="list-style-type: none"> ○ Regulation S3 of the University's Academic Regulations allowed the Chair to take such action in response to significant disruption of the University's business as a result of force majeure; ○ A report (Paper AB 20/05/11) setting out the specific actions taken was included under agenda item 6.2; ○ This would be revisited at the July board to consider any further action required. • Approve the Academic Calendar. Members were informed that the Calendar would be the focus of the Vice Chancellor's update and had been shared with the Associate Deans. It was noted that further revisions would need formal approval by Academic Board and the Calendar would be brought back to Academic Board <p style="text-align: right;">Action: Secretary and Deputy Secretary Academic Board</p>
AB 20.05.3	STANDING AGENDA ITEMS
AB 20.05.3.1	<p>Update from the Vice Chancellor <i>Paper AB 20/05/03 was received</i></p>
AB 20.05.3.1.1	<p>The Vice Chancellor informed members that:</p> <ul style="list-style-type: none"> • A Covid-19 Recovery Coordination Group was in place to oversee the management of the University's core activities, and to plan actions the University would need to take to protect long-term academic and financial sustainability. He also advised sub-groups had been established to focus on specific work areas in more detail; • Governance structures and processes continued to operate and committees had oversight of the University's response to Covid-19 within their respective areas of responsibility. An Emergency Committee of the Board of Governors had been established with specific responsibility for the University's response which provided regular updates to Board of Governors. • The OfS has opened a consultation on the introduction of a new time-limited condition of registration to support the integrity and stability of the English higher education sector. The Office for Students had made some changes to regulatory requirements and reportable events during the coronavirus pandemic. The University had submitted a reportable event notification to the OfS, as approved by the Chair of the Board of Governors, for: <ul style="list-style-type: none"> ○ MA Curating which had been suspended until May 2021 and was subject to revisions, due to requirements for curatorial settings experience, study trips and work with industrial mentors; ○ MA Wildlife Film Making where the final module was extended from October 2020 to July 2021 to allow, students required to film on location, additional time.

AB 20.05.3.2	<p>Update from UWE Student Representatives <i>Paper AB 20/05/04 was received</i></p>
AB 20.05.3.2.1	<p>The President and Vice President Education of The Students' Union provided a progress update on their recent activities and achievements. This included:</p> <ul style="list-style-type: none"> • Writing to private landlords asking for a reduction in rents for students unable to return home and also lobbying Bristol MPs on the same theme, with positive responses to date from Darren Jones, MP for Bristol North West, and Thangam Debbonaire, the Shadow Secretary of State for Housing and MP for Bristol West, and work continuing with both MPs on this issue; • The no-detriment approach to calculating student marks for the academic year, which had been received positively by students to date, although some students had requested more detail on how it would apply specifically to their programme; • A survey of student and academics to determine the impact of Covid-19 on the academic experience; • Moving the Advice Centre online and organising daily virtual activities for staff and students; • Securing a First-Bus cost-reduction or refund for students during the pandemic.
AB 20.05.3.2.2	<p>Members also received an update on the leadership race which was reported as positive with an overall increase (20%) in students standing for President roles and increase of 12.7% in student votes.</p> <p>It was noted that this was the President's of The Students' Union last meeting. The Chair thank her for the contribution to Academic Board and wished her well for the future.</p>
AB 20.05.4	ITEMS FOR APPROVAL OR ENDORSEMENT
AB 20.05.4.1	<p>Degree Outcomes Statement <i>Paper AB 20/05/05 was received</i></p>
AB 20.05.4.1.1	<p>The DVC and Provost advised Members that the Degree Outcomes Statement was part of a sector-wide initiative to address political and media concern about perceived grade inflation by setting out how each institution ensures that the qualifications it awards hold their value at the point of qualification and over time, in line with sector recognised standards.</p>
AB 20.05.4.1.2	<p>Members were informed that the primary intended audience for the Statement was the Board of Governors, although institutions were expected to make it available publicly by the end of academic year 2019/20. The document had been prepared in line with the UK Standing Committee for Quality Assessment's (UKSCQA) Statement of Intent and guidance to Boards of Governors on expected content. It included summary analysis of the institution's degree classification profile, and was supported by a more detailed report for internal use.</p>
AB 20.02.4.1.3	<p>Members noted that:</p> <ul style="list-style-type: none"> • The proportion of UWE Bristol students achieving a first or upper second class honours degree had been in line with, or just below, the sector average over the past five years and the annual rate of increase in that figure had slowed; • The university had given significant attention to enhancing the teaching and the learning environment over the period under review and the positive impact of this, combined with our sector-leading approach to student mental health and wellbeing, was reflected in the degree classification profile.
AB 20.05.4.1.4	<p>It was reported that the Degree Outcomes Statement would be presented to the Strategic Planning and Performance Committee in June, with a view to approval by Board of Governors in July.</p>

AB 20.05.4.1.5	The DVC and Provost invited members to provide further comments and feedback on the statement outside of the meeting, in particular any context or points of clarity that would benefit Board of Governors or the wider readership.
AB 20.05.4.1.6	Academic Board endorsed the report. ACTION: DVC and Provost and Clerk to Board of Governors
AB 20.05.4.2	Academic Board nominee to Board of Governors <i>Paper AB 20/05/06 was received</i>
AB 20.05.4.2.1	Members approved the Vice-Chancellor's recommendation for Chris Moore to replace Aylwin Yafele as Academic Board nominee on the Board of Governors. Action: Secretary and Deputy Secretary Academic Board
AB 20.05.4.3	Election Rules (Tabled Paper) <i>Paper AB 20/05/12 was received</i>
AB 20.05.4.3.1	The Deputy Director (Policy Development and Student Experience) presented proposals for minor changes to the Elections Rules in advance of the June 2020 elections.
AB 20.05.4.3.2	Members heard that the changes sought to address issues identified during the conduct of the Autumn 2019 elections, as well as to respond to requests from Faculties to broaden the pool of candidates by including Associate Professors in the definition of Professoriate.
AB 20.05.4.3.3	Members noted that the paper also proposed a fuller review of the Rules to be undertaken during 2020/21, drawing on sector best practice.
AB 20.05.4.3.4	Academic Board agreed to recommend the proposed changes and proposed review to the Nominations and Governance Committee of the Board of Governors for approval.
AB 20.05.4.3.5	In addition members approved a proposed timeline for the June 2020 elections. Action: Secretary and Deputy Secretary Academic Board
AB 20.05.5	ITEMS FOR DISCUSSION
AB 20.05.5.1	Annual Update on Access and Participation Plan <i>Paper AB 20/05/07 was received</i>
AB 20.05.5.1.1	The Head of Equality, Diversity and Inclusivity provided an update on progress against the 2019/20 and 2020/21 – 2024/25 Access and Participation Plans.
AB 20.05.5.1.2	Members were informed that: <ul style="list-style-type: none"> • The OfS had approved UWE's Access and Participation Plan for 2020/21; • UWE was one of 90 providers who had received enhanced monitoring conditions; • The reason for the enhanced monitoring conditions stemmed from a lack of progress in closing attainment gaps between underrepresented students and their peers; • Extensive data analysis had been conducted in producing the 2020/21 Access and Participation Plan which had highlighted areas of success, and priority work areas; • Targets had been set for all years up and until and including 2024/25 to address issues; • Priority work areas for 2020/21 were: <ul style="list-style-type: none"> ○ Widening Access;

<p>AB 20.05.5.1.3</p> <p>AB 20.05.5.1.4</p> <p>AB 20.05.5.1.4</p>	<ul style="list-style-type: none"> ○ Teaching, Learning and Curricula - it was noted that work was underway to produce an inclusive curriculum and practice toolkit to support programme teams to tackle the attainment gaps; ○ Support - covering access to IT equipment and software, as well as financial support through bursaries; ○ Engagement and belonging. <p>The Chair commended the paper and highlighted the importance of removing barriers that prevent students from achieving their full potential, irrespective of OfS conditions.</p> <p>He also highlighted the need to provide support for students from areas of high socio-economic deprivation in developing the blended learning offer for 2020/21.</p> <p>The Vice President Education of The Students' Union reported that she had been involved in developing the inclusive curriculum and practice toolkit that would be launched at the Festival of Learning. She also mentioned that a video which had presented at the LTSEC enhancement event in February was useful in highlighting the issues facing under-represented groups. The Director of Student and Academic Services agreed to share the video with Members.</p> <p style="text-align: center;">ACTION: Director of Student and Academic Services</p>
<p>AB 20.05.5.2</p> <p>AB 20.05.5.2.1</p> <p>AB 20.05.5.2.2</p> <p>AB 20.05.5.2.3</p> <p>AB 20.05.5.2.4</p> <p>AB 20.05.5.2.5</p>	<p>Core Strategies <i>Paper AB 20/05/08 was received</i></p> <p>The Chair advised members that the Transforming Futures supporting strategies were designed to capture the cross-cutting themes set out in Strategy 2030. He outlined the commitments and next steps for delivery and explained that members were being asked to consider the draft core strategies ahead of their recommendation to the Board of Governors for approval. He also reported that the supporting strategies had been released to all staff through the VC Update for further feedback ahead of recommendation to the Board of Governors.</p> <p>The Registrar and PVC Student Experience explained that while the four strategic themes in the Transforming Futures Learning Strategy - teaching excellence, practice-led courses and curriculum, digitally-enabled learning and personalised experiences for all learners – remained important, the digital element would need to be progressed quickly in light of the current context.</p> <p>The PVC Research and Enterprise explained that consultation was still ongoing on the Transforming Futures Research Strategy and the Transforming Futures Community and Business Engagement Strategy. He also reported that implementation strategies and plans were being considered.</p> <p>Members questioned whether:</p> <ul style="list-style-type: none"> ● 'Inclusive' as a key value was strong enough? ● The digital agenda was open to all? ● UWE is facilitating research engagement from those less commonly active? <p>The PVC Research and Enterprise agreed to review these areas to provide further clarity.</p> <p style="text-align: center;">ACTION: PVC Research and Enterprise</p>
<p>AB 20.05.5.3</p>	<p>Development of a School of Health & Social Care within HAS <i>Paper AB 20/05/09 was received</i></p>

AB 20.05.5.3.1	Members received a presentation from the PVC and Executive Dean HAS on the development of a School of Health and Social Care.
AB 20.05.5.3.2	He explained that the creation of the School was a direct response to a number of external and internal drivers and was aimed at enhancing integration and improving alignment of aspects of the Faculty with the purpose and objectives of the wider University. He emphasised that interdisciplinary work was paramount in Health and Social Care and the creation of the School resonated with Strategy 2030.
AB 20.05.5.3.3	<p>He highlighted :</p> <ul style="list-style-type: none"> • The proposed timeline for creating the new School and gave an anticipated start date of mid-January 2021. • That creating the School would mean significant changes to structures and an inclusive consultation process would be undertaken in line with standard HR policies and procedures. • The impact of the new School was across the whole University and that colleagues from the Faculty of Health and Applied Sciences and Professional Services had already met to explore how the new School could work, in terms of greater collaboration and offering a stronger student centric approach. • The project plan which was part of a live change management and communication plan that would be updated and developed as the process evolved.
AB 20.05.5.3.4	<p>Academic Board approved the request to:</p> <ul style="list-style-type: none"> • commence a change management process with a view to developing the creation of a new School of Health and Social Care • change the title of the Department of Health and Social Sciences to another title to reflect the future composition of the department. <p style="text-align: right;">ACTION: PVC and Executive Dean HAS</p>
AB 20.02.6	ITEMS FOR INFORMATION
	Thematic Strategies
	<i>Paper AB 20/05/010 was received</i>
AB 20.02.6.1	Members noted the thematic strategies that support Strategy 2030: <ul style="list-style-type: none"> • Transforming Futures Climate Action and Sustainability Strategy; • Transforming Futures Equality, Diversity and Inclusivity Strategy; • Transforming Futures Health and Wellbeing Strategy.
AB 20.02.6.2.1	Actions taken in response to Force Majeure as defined by Academic Regulation S3
	<i>Paper AB 20/05/11 was received</i>
AB 20.02.6.2.1	Members noted the actions taken under Academic Regulation S3 to mitigate the impact of the COVID-19 outbreak.
AB 20.02.6.2.2	The Chair highlighted the need to prepare for continued disruption and retain the ability to create force majeure regulations.
AB 20.02.7	ANY OTHER BUSINESS
AB 20.02.7.1	No items of any other business were raised.
	DATES OF 2019/20 MEETINGS
	Wednesday 1 July 2020

