

**Academic Board**

**Wednesday 30<sup>th</sup> November 2022, 10.30am**

**Meeting via Zoom**

**MINUTES confirmed**

**Members present:**

Mr Alex Fraser (Chair); Professor John Annette; Dr Vikram Finavker; Dr Tony Gandy; Ms Cathy Higgs; Ms Masimba Kawome; Mr Abdullah Mahmood; Dr Claire McCafferty; Professor Gulnur Muradoglu; Mr Zaafir Raza; Professor Mark Shackleton; Ms Hema Tank; Professor Damian Ward; Ms Suellen White (Secretary)

**In attendance:**

Mr Adrian Beckwith; Ms Karen Taylor (for item 5 only)

**AB22/05/01 Welcome and apologies**

Mr Fraser welcomed members to the meeting and introduced the three new student representatives who were joining Academic Board today. He also confirmed Ms Karen Taylor (Head of Apprenticeships) would be present for item 5.

There were no apologies received.

**AB22/05/02 Minutes**

The minutes of the Academic Board meetings held on 17<sup>th</sup> August and 20<sup>th</sup> September were approved.

*Papers  
AB22/03MIN and  
AB22/04MIN*

**AB22/05/03 Matters arising**

- a) To circulate the paper on the NSS results to Academic Board members once the action plan had been completed

*Minute AB22/03/02*

Ms Tank provided a tabled paper which explained some of the changes we had made to our student support provisions. Together with Dr McCafferty, she explained how we had enhanced our teaching, learning and assessments to address the low scores from the NSS survey 2022.

- b) To revisit the wording of affirmation seven in the validation documentation

*Minute AB22/03/04*

Dr McCafferty confirmed that she had revisited the wording of affirmation

seven in the validation documentation.

c) To make the suggested amendments to the dual awards framework

*Minute AB22/04/03*

Ms White confirmed she had made the suggested amendments to the dual awards framework.

## **MATTERS FOR DISCUSSION / REVIEW / APPROVAL**

### **AB22/05/04 General and Academic Regulations for Students**

Ms White presented revisions to the General and Academic Regulations for Students. Points discussed included:

*Papers  
AB22/05/04a and  
AB22/05/04b*

- Paper AB22/05/04a provided a background and rationale into the proposed amendments, as well as confirming the significant changes that were being proposed to the Regulations.
- Various teams including Higher Education, Faculty and Quality Policy and Regulation had worked through the proposed changes.
- The presentation and readability of the regulations had also been critiqued and amended.
- Academic Board members confirmed the changes had improved the clarity of the Regulations and would make them easier for both students and staff to understand.
- It was explained that student support processes such as special considerations and reasonable adjustments would still be in place for students who required them.
- It was confirmed that Assessment Boards would continue to monitor and approve student progression.
- It was noted that we had looked at the relevant data to ascertain how many students used compensation as a means of progression, and the number was low.
- It was explained that module capping would be removed.
- It was confirmed that we would monitor the impact of the new regulations on our Access and Participation Plan commitments.

Academic Board approved the suggested amendments to the General and Academic Regulations for Students.

**ACTION: Ms White to monitor the impact of the new regulations on our Access and Participation Plan commitments.**

### **AB22/05/05 Apprenticeships**

a) Ms Taylor gave a presentation on the recent Ofsted inspection. Points

*Presentation*

discussed included:

- Ofsted had been responsible for inspecting Apprenticeship training at levels 6 and 7 since April 2021.
- Our preparation for the inspection had the implementation of a regular Apprenticeships Operational Group and presentations to, and training of, governors, academics and staff.
- Ofsted had given two days' notice that they would be carrying out the inspection.
- Although no live teaching was scheduled during the time of the visit, there were several meetings with internal stakeholders, calls with apprentices and the review of documentation.
- The outcome of the inspection was that we were making reasonable progress.
- Some of the positive findings of the inspection included the close employer partnerships we held, our thorough on-boarding process and our practitioner-based faculty.
- There were also several lessons learned from the inspection, including being able to evidence everything that we do and the impact on learners.
- We had already begun working on the next steps, including ensuring an underpinning resource structure was in place and implementing best practice guided by the FE and Skills Inspection Handbook.
- A full Ofsted inspection would take place within two years, and the outcome of that inspection would be one of four grades (outstanding, good, requires improvement and inadequate).

Mr Fraser thanked Ms Taylor for the presentation and suggested that a further update was given in the future on the work that was being done following the Ofsted inspection.

b) Academic Board noted the Apprenticeship Monitoring Log.

*Paper AB22/05/05b*

### **AB22/05/06 Strategies**

#### HE Quality Assurance Strategy

*Paper AB22/05/06*

Ms White presented the HE Quality Assurance Strategy and confirmed that it had previously been endorsed by the Academic Standards and Quality Committee.

Points discussed included:

- The milestones of the strategy had been updated and would now better reflect milestones that were to be 'completed', rather than 'ongoing'.
- It was noted that significant work had already been done on milestone

three.

Academic Board approved the HE Quality Assurance Strategy.

## **MATTERS FOR REPORT/UPDATE**

### **AB22/05/07 Chair's Action**

Mr Fraser noted that since the previous meeting, he had taken Chair's Action to approve amendments to the below programme specifications:

- MSc Banking & Finance

### **Five LIBF/IU Dual Awards**

- BA Business Administration/Business Administration with Finance
- BA International Management/International Management with Finance
- BSc Data Science / Data Science with Finance
- MA Management / MSc Management with Finance
- MBA / MBA with Finance

### **AB22/05/08 Collaborative Provision**

Ms Tank provided an update on the LIBF/IU Dual Awards and confirmed that we were currently marketing the programmes.

### **AB22/05/09 Regulatory Matters**

- a) Ms White provided an update on regulatory matters, including OfS' new expectations for student outcomes and the Teaching Excellence Framework (TEF). It was explained that the TEF process had changed and that instead of the previous flag system, the TEF rating now was based on a fifty- fifty split of the data and submission. *Paper AB22/05/09a*
- b) Academic Board noted the OfS Monitoring Log. *Paper AB22/05/09b*

### **AB22/05/10 Updates**

Academic Board received updates from:

- a) Managing Director, Higher Education on the Prevent Report, marketing for the new MSc Programme, and student recruitment.
- b) Director of Studies on the recruitment of more diverse faculty, the authoring of our new programmes, and the upcoming Periodic Programme Reviews of both our FT undergraduate programmes and Apprenticeship programmes.

## **MATTERS FOR RECEIPT**

### **AB22/05/11 Student Experience Committee**

Academic Board received the minutes of the Student Experience Committee meeting held on 12<sup>th</sup> October 2022

*Paper AB22/05/11*

**AB22/05/12 Learning and Teaching Committee**

Academic Board received the minutes of the Learning and Teaching Committee meeting held on 12<sup>th</sup> October 2022.

*Paper AB22/05/12*

It was noted that there were a large number of apologies given for the meeting and the question was asked if there was a particular reason why. Dr McCafferty explained that some of the faculty had been teaching at the time, and others who were on set contracts were not working. Dr McCafferty confirmed that further consideration would be given to the time of the meeting in the future.

**AB22/05/13 Any other business**

Mr Fraser confirmed that the next meeting would be scheduled to take place in March 2023.

**AB22/05/14 Dates of next meeting**

TBC