

## AGENDA

The meeting will be held at 14:00 via Microsoft Teams

Preliminary Items		Item	Led by
1	Apologies	Verbal	Professor P Slee
2	Declarations of interest	Verbal	Professor P Slee
3	Minutes of the last meeting held on 10 February 2021	ACB-2021-028 <b>CONFIDENTIAL</b>	Professor P Slee
4	Matters arising	ACB-2021-029 <b>OPEN</b>	Professor P Slee
Reports from Officers		Item	Led by
5	Vice Chancellor's Update	Verbal	Professor P Slee
6	Update on Development of the next Strategic Planning Framework	Verbal	Professor P Slee
7	Report from Students' Union	ACB-2021-030 <b>OPEN</b>	B Pereira/S Iqbal
8	Access and Participation Plan Update & Monitoring Statement	Verbal update <b>CONFIDENTIAL</b>	T Lancaster
9	Student Recruitment Update	Verbal update <b>CONFIDENTIAL</b>	T Lancaster
10	Conferral of Emeritus Professors and Visiting Titles	ACB-2021-031 <b>OPEN</b>	Professor P Slee
Quality & Student Matters		Item	Led by
11	Academic Assurance Report	ACB-2021-032 <b>CONFIDENTIAL</b>	L Jones

<b>Research Matters</b>		<b>Item</b>	<b>Led by</b>
12	Research & Enterprise Income (HE-BCI)	ACB-2021-033 <b>CONFIDENTIAL</b>	Professor C Barnes
<b>Reports from Committees / Groups</b>		<b>Item</b>	<b>Led by</b>
13*	Academic Quality & Standards Committee	ACB-2021-034 <b>CONFIDENTIAL</b>	Professor P Cardew
14*	Research & Enterprise Committee	ACB-2021-035 <b>CONFIDENTIAL</b>	Professor A Slade
15*	Access and Participation Scrutiny Committee	Included in Item 8	T Lancaster
16*	Sports Committee	No Report	Professor P Slee
<b>Other Business</b>		<b>Item</b>	<b>Led by</b>
17	Schedule of Business 2020/21	ACB-2021-036 <b>OPEN</b>	Professor P Slee
18	Any Other Business	Verbal	Professor P Slee

**Details of next meeting:**

The next meeting of the Academic Board will be held at 14:00 on Wednesday 07 July 2021 via Microsoft Teams

*Shaded items indicate that the Board / Committee is being asked to make a decision.*

*\*Starred items will be taken without discussion unless a member notifies the Chair or Secretary in advance that she or he wishes the item to be open for debate*



## Matters Arising

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### Purpose of Report

This report summarises the matters arising since the last meeting of Academic Board on 10 February 2021, that are not covered elsewhere in the papers.

In March 2020, the Students' Union held an election to appoint the 2021/22 sabbatical officers for the 2021/22 academic year. Following an election, Pango Simwaka and Meg Darroch were elected as Union Affairs Officer and Academic Experience Officer respectively. These positions are ex-officio on the Academic Board membership and incoming officers will take their position from 01 July 2021.

### Action Requested

The report is **for ratification**

The Academic Board are asked to:

- a) **RATIFY** the appointment of Pango Simwaka as Academic Board member following their appointment as Union Affairs Officer, with the terms of office from 01 July 2021 – 30 June 2022.
- b) **RATIFY** the appointment of Megan Darroch as Academic Board member following their appointment as Academic Experience Officer with the term of office from 01 July 2021 – 30 June 2022

### Appendices

None

### Author

Name: Rachael Andrews. Secretariat and Assurance Administrative Officer

Date: January 2021



## Report from the Students' Union

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### ***Executive Summary***

This report is to summarise the work undertaken by the Students' Union and inform the committee of any key issues or developments.

### ***Action Requested***

This report is **for information**. Academic Board is invited to note the report.

### ***Appendices***

Appendix A: Student Feedback Action Plans (available to view [here](#))

### ***Author***

*Name:* Sherry Iqbal / Barbara Pereira  
*Job title:* Education Officer / Union Affairs Officer  
*Date:* 16<sup>th</sup> April 2021

### ***Approval Route***

19 April 2021                      *Sherry Iqbal / Barbara Pereira*

## Report from the Students' Union

### Introduction

1. This report covers any key developments from the Students' Union relating to academic matters.

### **Officer Update**

2. As many colleagues will know Sherry Iqbal, Education Officer, is leaving Leeds Beckett Students' Union on 26 April to pursue a role at Warwick as their Decolonise Programme Manager. Sherry would like to take this time to thank colleagues for their support over the past 4 years as a member of Academic Board.

*Whilst a student and sabbatical officer, I've had the pleasure of working with colleagues across the University, and your support and patience has been appreciated whilst running campaigns such as #MyRacistCampus, developing the Black, Asian & Minoritised Ethnicity Ambassador programme, undertaking reading list audits, campaigning for the student safety net and leading the Covid-19 Impact Survey to better understand our students' lives throughout the pandemic. It's been such a privilege serving Leeds Beckett students as their Education Officer and I can't thank colleagues and students enough for your trust. I look forward to finishing my studies with the School of Social Sciences and seeing colleagues at Graduation. Thank you.*

### Students Deserve Better Campaign

3. The Officer team at LBSU continue to work towards the national campaign, Students Deserve Better, attending digital rallies with officers across the country and most recently supporting the Students United Against Fees campaign with a digital day of protest on the 29 April, calling on MPs and the Government to take action for students. Earlier this year, the Government released that it would be supporting students struggling through hardship and we have worked with the University and its money department to successfully amplify the messaging that this fund was available for those that need it. We have continued to provide online events and we are currently exploring how we wish to engage with students going forward into the academic year with a new cohort of students joining the institution.

### National Union of Students (NUS) National Conference

4. The NUS Conference Delegates recently attended NUS' National Conference and engaged in discussion, voted on policy and networked with a range of other Sabbatical Officers and students from across the UK. Policies such as supporting the reimbursement of tuition fees from the Government, supporting Student Mental Health, taking a stance on sexual violence, NDS's and relationship abuse, support for the Erasmus+ programme, calling for better student housing, and tackling the cost of living for students. These motions have all successfully passed and NUS' Officers will create action plans which will be available for information to colleagues.

## Teaching & Learning

5. Many students are eager to hear of the Government's plans on returning to campus, and what University will look like in the next academic year, as they look towards finishing this academic year. We've had a large number of students contact the SU for support in distributing their dissertation and gaining participants, a need we didn't foresee, but are working towards supporting students with. Students are reporting some issues with re-playing and watching lectures via Collaborate, and the library team are supporting students in accessing these systems. Additionally, large numbers of students have reported their thanks to staff. This year has been different, and students are thankful to staff for their support throughout this unprecedented time.

## Communication

6. Students continue to ask for more clarity on what the national roadmap means for them at Beckett going forward. Together with the support of the University, we were able to facilitate a dialogue between students and the University's Executive Team with our event 'Ask the University'. This event has given our students reassurance that the University is creating the most appropriate experience it can offer in the current time. However, since then, enquiries surrounding graduation ceremonies, or an alternative event continues to be an ongoing question we hear from students. The Union Affairs Officer, alongside the Welfare & Community Officer, continue to work with the Director of External Relations, the Deputy Vice Chancellor Resources and the University Secretary to create a clearer understanding of what an alternative graduation will look like for our students.

## Student Safety

7. Following the tragic death of Sarah Everard, students raised concerns about the proactiveness of the University and Students' Union around the issue of student safety in the community and sexual violence against women. It was highlighted to use that students do not feel safe in Hyde Park and Headingley, following the Headingley Alleyway incident and the group of teenagers terrorising students. The Union's plan moving forward is to collate as much research around the issue as possible. The Welfare & Community Officer and the Union Affairs Officer are working closely with Leeds University Union to find out how we can best support students in Hyde Park and Headingley. We hope to meet with Student Services and discuss how we can have a joined-up approach to tackling this issue.

## Housing

8. We continue to support NUS and other national campaigns to lobby national for the government to continue to support students who are in the private letting sector. In collaboration with Leeds University Union, Leeds Trinity Students' Union and with support of all our respective universities and Alex Sobel MP, we wrote to accommodation providers thanking them for any adjustments that they have made for tenants and urging those who have not considered it, to do so where possible.

## Representation Update

### Academic Representation

9. Since the last meeting of the Academic Board the second round of School Forums has taken place, however attendance and participation had noticeably dropped. We continue to encourage Course Reps to raise feedback in the most appropriate locations and promote the online feedback tool where they are unable to attend the School Forum. The next and final round of School Forums this year commence on Monday 17 May.
10. A mid-year analysis of student feedback from the School Forums, including the online feedback tool, was received by Academic Board in February and an end of year analysis will be provided to Academic Board at the meeting in July.
11. A link to the live Student Feedback Action Plans for each School is provided within the coversheet for this report as Appendix A. We pass on our thanks to colleagues across the University who have made a considered effort, since the last meeting of the Academic Board in February, to respond to outstanding student feedback.
12. Our staff team supporting academic representation continues to operate at 65% of capacity whilst we recruit to a vacancy and we appreciate your patience. Please continue to direct SU communications related to academic representation to [studentvoice@leedsbeckett.ac.uk](mailto:studentvoice@leedsbeckett.ac.uk) and a member of the team will be in touch.

### Students' Union Officer & NUS Conference Delegate Elections

13. Since the last meeting of the Academic Board, the LBSU Leadership Elections have concluded. The following students were elected:
  - **Union Affairs Officer:** Pango Simwaka
  - **Education Officer:** Meg Darroch
  - **Welfare & Community Officer:** Lucy MacDonald
  - **Activities & Events Officer:** Anna Crooks
  - **NUS Conference Delegates:**  
Sherry Iqbal / Pango Simwaka / Meg Darroch / Nadia Patel / Anisa Khan / Taylor Jones

The NUS National Conference has now taken place.

Pango, Meg, Lucy and Anna will begin their new Officer roles from 1 July 2021.

The election of the Student Community Convenors and the Postgraduate Research Representatives will take place in May 2021.

### Postgraduate Research Student Representation

14. Following the paper received at the last Academic Board meeting from the SU and Graduate School we are now taking steps to put into motion the proposal to expand and develop postgraduate research student representation at School level, in the interests of our Postgraduate Research students.

From Monday 19 April, nominations will open to elect a voluntary Postgraduate Research Rep for each School, supported by both the University and the Students' Union, in time for the 2021/22 academic year. Nominations close on Friday 14 May and voting will take place online in the week commencing 24 May.

The support from all stakeholders to encourage Postgraduate Research students to consider standing for these roles will be appreciated.

### Student Community Convenor Elections

15. On Monday 19 April, nominations will also open for several part-time paid Student Community Convenors, who will lead each of Student Communities.

These roles include:

- Women's Convenor
- LGB+ Students' Convenor
- Trans Students' Convenor
- Disabled Students' Convenor
- International Students' Convenor
- Student Parents & Carers Convenor
- Black, Asian & Minoritised Ethnicity Students' Convenor

Nominations will close on Friday 14 May and voting will open on Monday 24 May.

A Postgraduate Research Student Community Convenor will be elected from amongst and by the group of PGR Students' Representatives following their own elections in May.

### Course-based Societies

16. Due to the current situation, some of LBSU's course-based societies are no longer active and a few societies have lapsed. However, there are currently 33 course-based societies at LBSU. All societies have moved online, and students continue to join these virtual societies. Societies have been hosting events online throughout the lockdown and will continue to do so in the new academic year. There have been chilli cook-offs, baking events, online fundraisers, quizzes and Christmas events amongst these societies.

17. Since the last report, the following course-based societies have been set up:

- Tourism Society
- Current Affairs Society

18. Currently there are 1,127 students that are members of course-based societies and we hope to see this continue to increase across the year as more course-based societies are set up.

19. At the recent Societies' Week, which took place in February, we have seen a lot more events delivered by course-based Societies. These include:

- Virtual social nights – Computing Society & Marketing Society



- Virtual paint and draw – Speech & Language Therapy Society
- Virtual pancake cooking – Law Society
- Virtual cook-along – Education Society
- Virtual escape room – Postgraduate Research Society
- Virtual games nights – Radio Beckett Society, Education Society, Business Society, Computing Society

## **Conclusions & Recommendations**

20. Academic Board is invited to note this report.



## Conferral of Emeritus and Visiting Academic Titles

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### ***Executive Summary***

This report provides a report on the approval of the conferral of the title of Emeritus Professor, Visiting Professor and Visiting Fellow.

### ***Action Requested***

The report is for information and to note.

### ***Appendices***

Appendix A: The University's Guidance on Emeritus and Visiting Titles

### ***Author***

*Name:* Janet Norfolk  
*Job title:* Human Resources Support Team Assistant  
*Date:* 19 April 2021

### ***Approval Route***

*Name:* Michelle Broxup  
*Job title:* Human Resources Support Team Leader  
*Date:* 19 April 2021

## **Conferral of Emeritus and Visiting Academic Titles**

### **Introduction**

1. The title of Emeritus Professor or Emeritus Reader is awarded to recognise a former academic Professor's or Reader's sustained and distinguished academic service, including dedicated service to a particular field or fields of study and to the University. The University received no applications in the current period.
2. Visiting Professors must have significant standing in their field of work and will normally come from a higher education or research institution and already hold a comparable status. The criteria for the conferment of the title of Professor are included in the University's Academic Promotions Policy and Procedure and the same criteria broadly apply to the award of Visiting Professor.
3. Visiting Fellows should demonstrate outstanding contribution in their particular academic or professional field and/or have substantial and successful experience at a high level of management responsibility in industry, commerce or the public sector. The University received no applications in the current period.

### **Process**

4. In accordance with the University's Guidance on Emeritus and Visiting Titles (Appendix A), Dean nominations to appoint Visiting Professors and Visiting Fellows have been considered by the Vice Chancellor, as Chair of the Promotions Board.

### **Approval**

5. The formal offer of the title of Visiting Professor (in the School of Clinical and Applied Sciences) has been made to Dr Christophe Lutter for a period of 3 years.
6. Visiting Professors Dr Lisa Hodgson (School of Clinical and Applied Sciences) and Professor Nick London (Carnegie School of Sport) have been extended for a further 3 years.

### **Conclusion**

7. The Academic Board is invited to note the approval of the conferral of the above visiting titles.



## **GUIDANCE ON EMERITUS AND VISITING ACADEMIC TITLES**

### **Emeritus Professors and Emeritus Readers**

The title of Emeritus Professor or Emeritus Reader is awarded to recognise a former academic Professor's or Reader's sustained and distinguished academic service, including dedicated service to a particular field or fields of study and to the University. The title will normally only be awarded to Professors or Readers who are leaving the employment of the University for reasons of permanent retirement. These titles are honorary and unpaid.

The title may be awarded at any time after the Professor or Reader has left the University (nominations may be submitted during the academic year of the planned retirement).

The relevant Dean should send a recommendation for the conferment of the title to the People Director, for consideration by the University Promotions Board as part of the annual Academic Promotions round. The recommendation should include the former Professor or Reader's curriculum vitae, together with written expressions of support from two or more Professors of the University. In exceptional circumstances, the title may be approved at other times of the year by the Vice Chancellor (as Chair of the Promotions Board).

The titles of Emeritus Professor and Emeritus Reader may be conferred for a specified period of time or in perpetuity. However, the University retains the right to remove the title if, for example, a conflict of interest arises or it is considered that damage may be caused to the reputation of the University by continued association with the person.

It is intended that Emeritus Professors and Emeritus Readers should continue to be of service to the University by participating, on a voluntary basis, in activities of the University. For purposes of courtesy and on ceremonial occasions, an Emeritus Professor is regarded as a Professor of the University, and an Emeritus Reader as a Reader of the University. Emeritus Professors and Emeritus Readers are not eligible for membership of Academic Board or ex-officio membership of any School Committees.

The award of Emeritus titles will be reported at the next meeting of the Academic Board.

## **Visiting Professors and Visiting Fellows**

Visiting Professors must have significant standing in their field of work and will normally come from a higher education or research institution and already hold a comparable status. The criteria for the conferment of the title of Professor are included in the University's Academic Promotions Policy and Procedure and the same criteria broadly apply to the award of Visiting Professor.

Visiting Fellows should demonstrate outstanding contribution in their particular academic or professional field and/or have substantial and successful experience at a high level of management responsibility in industry, commerce or the public sector.

All nominations to appoint a Visiting Professor or Visiting Fellow should be made by the appropriate Dean to the People Director, by completion of the Visiting Professor/Visiting Fellow proposal form. Visiting Professor and Visiting Fellow appointments will be considered by the Academic Promotions Board on an annual basis (as part of the annual Academic Promotions round). Appointments at other times of year will only be considered in exceptional circumstances through approval by the Vice Chancellor (as Chair of the Promotions Board).

Although no remuneration is paid for these appointments, reasonable expenses in connection with University business may be paid in agreement with the appropriate Dean.

The title is normally conferred for a maximum of three years in the first instance and may be extended after this time. However, the University retains the right to remove the title if, for example, a conflict of interest arises or it is considered that damage may be caused to the reputation of the University by continued association with the person.

On appointment, the specific role of each Visiting Professor and Visiting Fellow will be determined in agreement with the relevant Dean.

The award of Visiting titles will be reported at the next meeting of the Academic Board.

## Schedule of business 2020/21

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### *Executive Summary*

The report presents the Academic Board's schedule of business for 2020/21

### *Action Requested*

The report is **for information.** Academic Board is invited to note its updated schedule of business for 2020/21.

### *Appendices*

None.

### *Author*

*Name:* Rachael Andrews

*Job title:* Secretariat & Assurance Administrative Officer

*Date:* April 2021

<b>04 November 2020</b>	<b>10 February 2021</b>	<b>28 April 2021</b>	<b>07 July 2021</b>
<i>Report Deadline: 26 October 2020</i>	<i>Report Deadline: 01 February 2021</i>	<i>Report Deadline: 19 April 2021</i>	<i>Report Deadline: 28 June 2021</i>
NSS Outcomes 2019/20	Structure of Academic Delivery in 2021/22	Research & Enterprise Income (HE-BCI)	Admissions Policy
Annual Research & Enterprise Activity Report	Home undergraduate Entry Tariffs -2022	Access & Participation Plan Monitoring Statement	Register of Collaborations and Partnerships
Update on the conferment of honorary awards	Research Excellence Framework (REF) Submission		Annual Review of the course approved to use the Fitness to Practise Policy and Procedures
Development of the next Strategic Planning Framework	Development of the next Strategic Planning Framework		Annual Statement on Research Integrity
Degree outcome statement			Academic Regulations (amendments)
Academic year 2021/22			Amendments to the Terms of Reference and Memberships for the Academic Board and its Committees
			Proposed dates for Academic Board Committee meetings for 2020/21
			Academic Board Elections
<b>Standing Items</b>			
<ul style="list-style-type: none"> <li>Membership &amp; terms of reference (first meeting only)</li> </ul>	<ul style="list-style-type: none"> <li>Report from the Chair</li> </ul>	<ul style="list-style-type: none"> <li>Academic Assurance Report</li> </ul>	
<ul style="list-style-type: none"> <li>Declarations of interest</li> </ul>	<ul style="list-style-type: none"> <li>Report from the Students' Union</li> </ul>		
<ul style="list-style-type: none"> <li>Minutes of the last meeting</li> </ul>	<ul style="list-style-type: none"> <li>Student recruitment / applications / enrolment update</li> </ul>		
<ul style="list-style-type: none"> <li>Matters arising</li> </ul>	<ul style="list-style-type: none"> <li>Reports / Minutes from committees</li> </ul>		
<ul style="list-style-type: none"> <li>Schedule of business</li> </ul>	<ul style="list-style-type: none"> <li>Conferral of Emeritus Professors and Visiting Titles</li> </ul>		