

**EDINBURGH NAPIER UNIVERSITY
UNIVERSITY COURT
ACADEMIC BOARD**

**Minutes of the meeting of the Academic Board held on Friday 13 November
2009 at 9.00 am in the Castle Room, New Craig, Craighouse**

PRESENT:

Professor Dame J K Stringer (Principal & Vice-Chancellor) (Convenor); Dr P Easy (Senior Vice-Principal, Academic Development) (Deputy Convenor); J Brown (School of Nursing, Midwifery & Social Care); K Bylinska (President, Napier Students' Association); Dr S Cairncross (Dean of Faculty of Engineering, Computing & Creative Industries); A Gilkison (Head of School from Faculty of Engineering, Computing & Creative Industries); Professor M Gray (Associate Dean from Faculty of Health, Life & Social Sciences); J Greig (School of Health & Social Sciences); Professor J Kennedy (School of Computing); Professor J Kerridge (Professoriate); C Lambert (Director of Student Affairs); Professor A McCleery (Director of Research); Professor R Mackenzie (Vice-Principal, Research & Knowledge Transfer); Duncan MacRae (Student Representative from FECCI); A Millar (Student Representative from the Business School); Professor B Paechter (Associate Dean from Faculty of Engineering, Computing & Creative Industries); R Pelik (Director of Academic Development); C Pinder (Director, NULIS); Professor M Prowse (Dean of Faculty of Health, Life & Social Sciences); Dr J Rees (Vice-Principal, Academic Quality & Customer Service); Dr J Sharp (Senior Lecturer from Faculty of Engineering, Computing & Creative Industries); A Sibbald (Associate Director (Academic Enhancement) Academic Development); Professor B Sloan (School of Engineering & the Built Environment); Professor G Stonehouse (Dean of the Business School); A Waugh (Senior Lecturer from Faculty of Health, Life & Social Sciences); Dr G C Webber (University Secretary); Dr R Wilkinson (Associate Dean from the Business School); H Wollman (Head of School from Faculty of Health, Life & Social Sciences); J Worden (Dean of International Strategy & Operations).

IN ATTENDANCE:

D Cloy (Head of Governance & Management Services (Clerk); S Logie (Assistant Director, Policy & Communications & Clerk to the University Court).

APOLOGIES:

N Ashton (School of Arts & Creative Industries); J Dean (School of Management & Law); Dr J Ensor (Head of School from the Business School); Professor T Fernandes (School of Life Sciences); Dr P Jaworski (School of Accounting, Economics & Statistics); L Juleff (Senior Lecturer from the Business School); I A Smith (Teaching Fellows/Senior Teaching Fellows); R Sutherland (School of Marketing, Tourism & Languages); Kathryn Wilkinson (Student Representative from FHLSS).

1. WELCOME

- 1.1 The Convenor welcomed Aaron Millar (Student Representative from the Business School) and Duncan MacRae (Student Representative from FECCI) to their first meeting of the Academic Board. It was noted that Kathryn Wilkinson had joined the Board as the new Student Representative for FHLSS and would be welcomed at a future meeting.
- 1.2 The Convenor noted that this was the last meeting of Jane Brown, elected member from the School of Nursing, Midwifery & Social Care, who would be leaving the University in January. The Convenor thanked Jane for her contribution to the Board.
- 1.3 The apologies were noted.

PART A: ITEMS FOR DISCUSSION

2. MINUTES OF MEETING HELD ON 2 OCTOBER 2009 AB(09/10)12

2.1 The minutes were approved as an accurate record of the previous meeting.

3. PRINCIPAL'S REPORT AB(09/10)13

3.1 The Principal introduced her written report, highlighting the uncertain and challenging future funding environment. The Principal also reported on her recent trip to India where she had signed a Memorandum of Understanding on behalf of Edinburgh Napier with Amity University, Uttar Pradesh. It was noted that India offered a number of good prospects for mutually beneficial collaborations and linkages.

3.2 Thereafter, Academic Board **noted** the written report.

4. FACULTY OF HEALTH, LIFE & SOCIAL SCIENCES: PROPOSED RE-STRUCTURE AB(09/10)14

4.1 The Dean (Faculty of Health, Life & Social Sciences) introduced a proposal for academic restructuring within FHLSS, to merge the School of Health and Social Sciences with the School of Life Sciences with the aim of strengthening the academic portfolio and ensuring the long term sustainability of key disciplines. It was noted that the name of the new School had not yet been determined and would come back to Academic Board at a later date.

4.2 Discussion followed during which reassurances were given that the merger would have no impact on existing programmes or cause any disruption to the quality of the student experience. It was further noted that engagement and communication with students would take place during the process.

4.3 Thereafter, Academic Board **approved** the proposal to merge the School of Health and Social Sciences with the School of Life Sciences, subject to the approval at a subsequent meeting of a name for the new School.

5. FINAL REPORT OF THE IMPLEMENTATION OF CONSISTENCY IN ASSESSMENT AB(09/10)15

5.1 The Director of Academic Development introduced the summary of the outcome of the evaluation of the implementation of Consistency in Assessment, noting that LTAC had approved the recommendations for actions and would receive reports on progress on those actions at future meetings.

5.2 Discussion followed during which a number of areas where further work was required were noted.

5.3 Thereafter, Academic Board **noted** the report and **endorsed** LTAC's responsibility for oversight of the actions identified.

6. QAA ENHANCEMENT LED INSTITUTIONAL REVIEW PREPARATION AB(09/10)16

- 6.1 The Director of Academic Development introduced the draft project outline for the Enhancement Led Institutional Review taking place in 2010/11 and updated the Board on preparations for the review. It was noted that the project would be led by Academic Development.
- 6.2 Academic Board **noted** the update.

7. ENROLMENT TO ACADEMIC YEAR 2009-10 AB(09/10)17

- 7.1 The Vice Principal (Academic Quality & Customer Service) introduced the report which presented the enrolled student population for the current academic year as at 26 October, and provided a forecast for the year end position. It was noted that the University was showing and predicting a strong performance in recruitment and retention, however current statistics suggested that the University had exceeded its target for undergraduate full-time home/EU population and would breach the Scottish Funding Council's consolidation limit for non-priority students. This would result in the University teaching some 300 students from whom there is no corresponding income. It was further noted that the University was unlikely to meet its target for taught postgraduate (TPG) student numbers, resulting in lower than budgeted fee income. Forecasts showed the University was, however, likely to exceed its target for enrolments on overseas-delivered programmes.
- 7.2 Discussion followed during which the need, through more effective planning, to set appropriate targets and meet them to avoid such over-recruitment in future was emphasised, along with the need to prioritise TPG recruitment. It was further noted that some process issues around the recording of student figures would be addressed to ensure the future accuracy of data.
- 7.3 Thereafter, Academic Board **noted** the report.

8. HONORARY TITLE PROPOSALS* AB(09/10)18

- 8.1 The Dean (The Business School) introduced two nominations to award the title of visiting teaching fellow to individuals who were contributing to the development of continuing professional development provision within the Edinburgh Institute of Leadership and Management Practice.
- 8.2 Thereafter, Academic Board **approved** the award of the honorary title of Visiting Teaching Fellow for an initial period of 3 years, effective from 13 November 2009 until 12 November 2012, to Mr Alan Boyter and Mr Steven Mostyn.

*denotes a paper to which an exemption under the Freedom of Information (Scotland) Act 2002 applies.

PART B RECEIPT OF MINUTES

This section reflects the outcome of the Review of Effectiveness of Academic Board whereby the minutes of Academic Board's sub-committees are received to confirm to the Board that its sub-committees are continuing to meet their remits and are undertaking business on its behalf to the standard it expects.

9. **Minutes of Research & Knowledge Transfer Committee meeting held on 15 October 2009** AB(09/10)19
10. **Open Minutes of Higher Degrees Committee meeting held on 1 September 2009** AB(09/10)07
11. **Open Minutes of Higher Degrees Committee meeting held on 27 October 2009**
To be received at the next meeting of Academic Board.
12. **Minutes of Learning, Teaching & Assessment Committee meeting held on 29 September 2009** AB(09/10)08
13. **Minutes of Quality Committee meeting held 16 October 2009** AB(09/10)21
14. **Minutes of Co-Curricular Modules Committee meeting held 29 October 2009** AB(09/10)22

PART C ITEMS FOR INFORMATION

15. SCHEDULE OF MEETINGS FOR 2009/10:

Academic Board **noted** its schedule of meetings for 2009/10 as follows:

13 November 2009
12 February 2010
23 April 2010
11 June 2010

All on Fridays and to commence at 9.00 am.

All meetings to be held in the Castle Room, New Craig, Craighouse Campus

VALEDICTION

The Convenor noted that this was the last meeting of Dr Peter Easy (Senior Vice-Principal) who would be leaving the University at the end of December. The Convenor thanked Peter for his significant contribution both to the University and the Academic Board and wished him well for the future.