

**EDINBURGH NAPIER UNIVERSITY
UNIVERSITY COURT
ACADEMIC BOARD**

**Minutes of the meeting of the Academic Board held on Friday 03 July 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); Dr S Cairncross (Dean of Faculty of Engineering, Computing & Creative Industries); S Campbell (Student Representative from the Business School); C Evans (President, Napier Students' Association); Professor T Fernandes (School of Life Sciences); Professor M Gray (Associate Dean from Faculty of Health, Life & Social Sciences); J Greig (School of Health & Social Sciences); Dr P Jaworski (School of Accounting, Economics & Statistics); Professor J Kennedy (School of Computing); C Lambert (Director of Student Affairs); Professor A McCleery (Director of Research); Professor R Mackenzie (Vice-Principal, Research & Knowledge Transfer); 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); I A Smith (Teaching Fellows/Senior Teaching Fellows); Professor G Stonehouse (Dean of the Business School); Dr G C Webber (University Secretary); J Worden (Dean of International Strategy & Operations).

IN ATTENDANCE:

D Cloy (Head of Governance & Management Services (Clerk); S Logie (Assistant Director, Policy & Communications (Policy & Governance) & Clerk to the University Court); R Wright (Faculty Manager, Faculty of Health, Life & Social Sciences).

APOLOGIES:

N Ashton (School of Arts & Creative Industries); J Brown (School of Nursing, Midwifery & Social Care); J Dean (School of Management & Law); Dr J Ensor (Head of School from the Business School); A Gilkison (Head of School from Faculty of Engineering, Computing & Creative Industries); L Juleff (Senior Lecturer from the Business School); S Keenahan (Student Representative from Faculty of Health, Life & Social Sciences); Professor J Kerridge (Professoriate); R Sutherland (School of Marketing, Tourism & Languages); A Waugh (Senior Lecturer from Faculty of Health, Life & Social Sciences); Dr R Wilkinson (Associate Dean from the Business School); H Wollman (Head of School from Faculty of Health, Life & Social Sciences); S Wood (Student Representative from Faculty of Engineering Computing & Creative Industries).

1. WELCOME

1.1 The Convenor welcomed members to the final meeting of the session and welcomed Mr D Cloy, who was acting as Clerk to the meeting and had recently joined the University as Head of Governance & Management Services. The Convenor also welcomed Mr B Wright (the new Faculty Manager for Health, Life & Social Sciences) who was attending as an observer as part of his induction.

1.2 The apologies were noted.

PART A: ITEMS FOR DISCUSSION

2. MINUTES OF MEETING HELD ON 1 MAY 2009 (AB/09/26)

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

3. MATTERS ARISING

3.1 It was **noted** that Professor B Sloan had been elected by the Academic Board to serve on the University Court for a four year term from June 2009 to June 2013.

3.2 The Principal thanked Teresa Fernandes, whose term as the Academic Board appointee to Court had ended, for her contribution to the work of Court over the past eight years.

4. PRINCIPAL'S REPORT (AB/09/27)

4.1 Academic Board **noted** the written report.

4.2 The Principal reported that the QAA had published its audit report on the collaborative arrangement between Edinburgh Napier University and the Institute of Advanced Management, India. The outcome of the report had been positive and thanks were extended to all involved.

5. UNIVERSITY STRATEGY TO 2015 (AB/09/28)

5.1 Academic Board **noted** the University's Strategy to 2015 which had been approved by the University Court at its meeting on 22 June 2009.

6. ACADEMIC STRATEGY TO 2015 (AB/09/29)

6.1 The Senior Vice-Principal (Academic Development) introduced the draft Academic Strategy to 2015 which was presented to the Board for final approval following its endorsement by the Learning, Teaching & Assessment Committee and earlier consultation with Board members. A minor amendment to be included in the final version was noted.

6.2 Academic Board **approved** the Academic Strategy to 2015.

7. INTERNATIONAL STRATEGY TO 2015 (AB/09/30)

7.1 The Dean (International Strategy & Operations) introduced the new 5 year International Strategy which had been developed to support the University's key strategic objective to be an international University, and had been considered by the Principal's Executive Group at its meeting on 8 June 2009. The importance of a holistic approach to being an international University was emphasised and key aspects of the Strategy, which deals in particular with matters relating to international student recruitment and the delivery of programmes overseas, were outlined.

7.2 Discussion followed during which it was **agreed** that a paper should be brought to Academic Board in the next session outlining support arrangements for students studying overseas to facilitate discussion as to whether these could be improved.

7.3 Thereafter, Academic Board **noted** the International Strategy to 2015.

8. RESEARCH, KNOWLEDGE TRANSFER & COMMERCIALISATION STRATEGY TO 2015 (AB/09/31)

8.1 The Vice Principal (Research & Knowledge Transfer) introduced the new 5 year Strategy for Research, Knowledge Transfer & Commercialisation for which Academic Board's approval was sought, noting that the matters therein which fell within the remit of the Executive had already been considered by the Principal's Executive Group. The consultation process and external context to the Strategy were outlined and a summary given of its main provisions.

8.2 Discussion followed during which Academic Board welcomed the Strategy, recognising it as an important forward step in enabling the University to generate income and cover the costs of its activities.

8.3 Thereafter, Academic Board **approved** the Research, Knowledge Transfer & Commercialisation Strategy to 2015.

9. INSTITUTES AND RESEARCH CENTRES DRAFT POLICY (AB/09/32)

9.1 The Vice Principal (Research & Knowledge Transfer) introduced the proposals for the establishment of new Research Institutes within the University and the guidelines for the formation of such units.

9.2 Academic Board **endorsed** both the proposed establishment of new Research Institutes as outlined in the paper and the guidelines for their formation.

10. UPDATE ON COLLABORATION WITH CARNEGIE COLLEGE (AB/09/33)

10.1 The Principal introduced an update on progress on the discussions between the University and Carnegie College in respect of closer collaboration and highlighted the positive relationship between the two institutions.

10.2 Discussion followed during which Academic Board welcomed the opportunities presented.

10.3 Thereafter, Academic Board **noted** the update

11. EVALUATION OF THE IMPLEMENTATION OF THE 20 CREDIT STRUCTURE 08-09 – SUMMARY REPORT (AB/09/34)

11.1 The Director of Academic Development introduced a report summarising the evaluation of the move to the 20 credit module structure for academic programmes.

11.2 Discussion followed during which the importance of carrying out evaluation to identify good practice and allow further improvements was recognised. In response to concerns raised regarding the potential administrative burden on academic staff of the proposed further evaluation related to students' academic experience, members were re-assured that the process would be led by Academic Development staff and would have minimal impact on academic colleagues across the institution.

11.3 Academic Board **noted** the remainder of the report and **confirmed** that a further evaluation of the student academic experience in relation to the impact of the move should be undertaken by Academic Development in 2009/10.

12. ADMISSIONS POLICY (AB/09/35)

12.1 The Vice Principal (Academic Quality & Customer Service) introduced the Edinburgh Napier University Admissions Policy for Academic Board's approval.

12.2 Discussion followed during which it was agreed that consideration should be given to user friendly methods of clearly communicating the Policy's provisions to students. It was noted that the Student Charter (which was currently under review) would serve this purpose and it was **agreed** that Academic Board should, in due course, receive the revised Student Charter for discussion at a future meeting.

12.3 Thereafter Academic Board **approved** the Admissions Policy

13. AMENDMENT TO ACADEMIC CALENDAR 2011-12 (AB/09/36)

13.1 Academic Board **approved** the amendment to the Academic Calendar as set out in the paper

14. DEVELOPMENT WORK FOR ELIR 2010/11 (AB/09/37)

14.1 The Vice Principal (Academic Quality & Customer Service) introduced a report on the University's initial preparations for the QAA Enhancement Led Institutional Review (ELIR) visit in 2010/11. It was noted that the review represented a good opportunity to enhance the University's reputation and should be viewed as an opportunity to celebrate its successes.

14.2 Academic Board **noted** the report.

15. HONORARY AWARDS (AB/09/38)

[Clerk's note: The paper relating to this item should be treated in the strictest confidence and can be considered exempt from disclosure under the Freedom of Information (Scotland) Act 2002 section 38(1)(b) (personal information). This paper was collected from members following the meeting.

15.1 Academic Board **approved** the names put forward by the Honorary Awards Committee. The names would be submitted to Court at its meeting on 26 October to seek endorsement.

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.

- 16. Minutes of Research & Knowledge Transfer Committee meeting held on 11 June 2009** **AB/09/39**
- 17. Open Minutes of Higher Degrees Committee meeting held on 25 June 2009**
To be received at the next meeting of Academic Board.
- 18. Minutes of Learning, Teaching & Assessment Committee meeting held on 17 June 2009** **AB/09/41**
- 18.1 Academic Board **approved** the Guidelines for Acceptable Limits for Coursework (item 8).
- 19. Minutes of Quality Committee meeting held 19 June 2009**
To be received at the next meeting of Academic Board.
- 20. Minutes of Co-Curricular Modules Committee meeting held on 22 June 2009** **AB/09/43**

PART C ITEMS FOR INFORMATION

21. SCHEDULE OF MEETINGS FOR 2009/10:

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

02 October 2009
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

22. VALEDICTIONS

- 22.1 The Principal thanked members for their contribution to the work of the Academic Board during the session and wished them a good summer break.
- 22.2 The Principal thanked Carys Evans and Stuart Campbell for whom this was their last meeting as Student Representatives.