ROBERT GORDON UNIVERSITY

ACADEMIC COUNCIL

Minute of the meeting held on 13 June 2023 (2.00pm – 4.00pm).

Present: Professor L Kilbride (Presiding), Dr C Air, L Binnie, Dr B Bjeirmi, M Bryce, C Campbell, Professor A Chan, J Clifford, Dr D Cockburn, M Coull, L Curtis, Professor S Dawkes, Professor P Exley, Professor N Fyfe, Professor E Gammie, Dr E Ibeke, Dr J Isaacs, Dr N Johnson, Dr P Johnston, S Macpherson, Dr C McCullagh, L Mifsud, P Moran, A Murray, Dr J Royle, V Strachan, Dr C Thompson, Professor S Vertigans and Professor S Walsh.
Apologies: O Akinoso, A Ayub, Dr A Butler-Warke, H Christie, W Deegan, Dr S Henderson, T Kouider, Professor A Lamb, T Lampkin, Professor S Olivier, T Pirie, Dr M Victoria, R Westwater, M Wilschnack and Dr M Zarb.
In Attendance: L Chalmers (item 3.2 only), F McLean Whyte (Secretary) and J Strachan.

		Action
1.	**MINUTE**	
	Academic Council **approved** the *Minute of the Academic Council meeting held on 14 March 2023*, reference AC/23/2. A Matters Arising Report was noted.	F McLean Whyte
1.1	**Business Plan and Key Performance Indicators 2022/23 [AC/23/2/6.2]**	
	A revised template for committee papers, incorporating communication requirements, would be issued for use in Session 2023/24 onwards.	Governance and Academic Quality
1.2	**Recruitment and Admissions to Higher Education Policy [AC/23/2/7]**	
	More substantial amendments to the *Recruitment and Admissions to Higher Education Policy* were still in development by the Head of Admissions, Head of Access and Widening Participation and the Head of Student Recruitment, supported by the Policy Officer. The *Policy* was not, therefore, available for consideration at this meeting.	D Simpson, P Tormey & E Forster
2.	**CHAIR'S REPORT**	
	Academic Council noted the customary report from the Principal and Vice-Chancellor, which was based on a similar report provided to the recent meeting of the Board of Governors. The report covered: strategic developments, budgeting and business planning; research-related developments; independent evaluation of implementation of FLTA; senior appointments; long service awards; Student Voice Course Feedback; launch of RGU Orkney; international visits; THE Impact Rankings; Herald Higher Education Awards; Universities Scotland developments; other policy developments; buildings update - reinforced autoclaved aerated concrete (RAAC) and SIWB; Start-up Accelerator Showcase; Board Stakeholder Event; Gray's Degree Show; summer graduation; and key meetings and events.	

3. **STRATEGIC DISCUSSIONS [STANDING ITEM]:**

3.1 **How to Contribute to the Debate on Academic Freedom**

Council considered *How to contribute to the debate on academic freedom*, an informative and thought-provoking presentation led by John Clifford, Dean of the Law School, and Veronica Strachan, University Secretary and Vice-Principal for Corporate Services.

This explained the legislative context underpinning the concept of academic freedom, including the basic principles of Human Rights and the role of the European Convention of Human Rights (ECHR), and why it was such a topical subject, with increased media reporting of the following student activities due to:

- '*No-platforming*' e.g., the National Union of Students (NUS) policy regarding fascist and nazi groups;

- *Student protests*, e.g., Professor Stock at the Oxford Debating Union;

- *'Safe spaces'*, e.g., creating safe environments on-campus for persons with protected characteristics (either including others or not), e.g., women only groups;

- *'Trigger warnings'*, e.g., a warning before a class that some of the material outlines covers sexual violence.

The rights of Freedom of Expression, Privacy and the Right to Family Life were examples of 'qualified rights' that could be qualified by the State in order to protect the rights of others or wider public interests. Such qualifications must comply with certain legal principles to be valid. These principles were:

- the right having a *Legitimate Aim*;

- is *Proportionate* in all the circumstances;

- as *Necessary* in a democratic society; and,

- *Legal* (has the authority of stated law.)

Freedom of Speech was particularly prominent in certain areas such as: political discourse; the media; scientific debate; and the higher education sector.

> 'Freedom of expression is a key part of the higher education experience. Sharing ideas is crucial for learning, and allows students to think critically, challenge and engage with different perspectives. In Scotland, universities and other higher education providers have **legal duties** to protect free speech.'
> [Source: *Freedom of Expression: A Guide for Higher Education Providers and Student Unions in Scotland*, Equalities and Human Rights Commission Scotland, Feb 2019]

Within the University's context, the following key policies [www.rgu.ac.uk/policies] were relevant:

- *Academic Freedom Policy*;

- *Dignity at RGU Policy*;

- *Disclosure in the Public Interest Policy (Whistleblowing)*;

- *Prevent Duty* [www.rgu.ac.uk/health-and-safety/prevent-duty].

3.2   RGU Local

Academic Council received a presentation on *RGU Local*, led by Professor Nick Fyfe, Vice-Principal for Research and Community Engagement, and Laura Chalmers, Head of Employability and Community Engagement.

RGU Local was a means of badging and promoting the extensive public and civic engagement activities already undertaken by Schools and Departments across the University. The University was in a position of strength due to its existing activities. Public engagement mattered due to the University's need to:

- *Accountable* – be open and transparent in its use of public resources;

- *Values and purpose* – reflect a commitment to wider social benefit, public value, and re-connecting universities with their roots in cities and communities;

- *Relevance* – a promote dialogue with communities that enriches the focus, clarity and relevance of our research and teaching;

- *Responsiveness* – listen to a range of communities and stakeholders about what they want from universities.

The University's extensive engagement activities, underpinned by the University's *Strategy*, focused on: public engagement with research; engaged teaching; knowledge exchange; and social responsibility. The University was intending to seek accreditation by the National Coordinating Centre for Public Engagement.

4.   ACADEMIC QUALITY AND STANDARDS

4.1   Quality Assurance and Enhancement Committee

Consideration was given to a report of the meetings held on 16 May 2023.

4.1.1   Regulation A3 - Section 2: Student Conduct Procedure

The proposed revisions to *Regulation A3 – Section 2: Student Conduct Procedure*, *paragraph 6.1.1* were designed to introduce a new academic misconduct category of 'False Authorship' which explicitly incorporated reference to artificial intelligence (AI).

Academic Council **approved, for implementation Session 2023/24,** that *Regulation A3 – Section 2: Student Conduct Procedure*, *paragraph 6.1.1* be amended to read [new text underlined, deleted text ~~scored through~~]:

6.1   Academic Misconduct (including Research Misconduct*)

6.1.1   *Academic misconduct* is defined by the University as any attempt by a student(s) to effect an unfair advantage in any assessment, and may include (though is not limited to) <u>one or more of the following</u>:

(i)   **False Authorship**. <u>The University defines this as the practice of submitting work where the student is not the author of that work. The 'false authorship' may relate to the student engaging with a third party and/or software tool to complete an assessment, either in part or whole. This may include work produced by, but not attributed to: another student, an essay mill, a family member or friend, a tutoring service or the unauthorised use of Artificial Intelligence (AI) software. It may also include payment, or other favours, though this will not always be the case. It may relate to any form of assessment or conducting research.</u>

(ii)   **Plagiarism**. The University defines this as the practice of presenting the thoughts, writings or other output of another or others as original, without acknowledgement of their source(s) at the point of their use in the student's work. All materials including text, data, diagrams or other illustrations used to support a piece of work, whether from a printed publication or from electronic media, should be appropriately identified and referenced and should not normally be copied directly unless as an acknowledged quotation. Text, opinions or ideas translated into the words of the individual student should in all cases acknowledge the original source.

(ii)   ~~**Contract cheating**. The University defines this as the practice of submitting work which has been generated using one or more of a range of services provided by a third party. The 'contract' may include payment or other favours, though this will not always be the case. Services may include (though not limited to) essays or other types of assignments, conducting research, impersonation in exams and other forms of unfair assistance for completing assessed work.~~

(iii)   **Falsification or fabrication of data**. The University defines this as the misrepresentation of the results of experimental work or the presentation of fictitious results.

(iv)   **Collusion**. The University defines this as two or more students working together, without the prior authorisation of the Course Leader, tutor or supervisor, to produce the same piece of work, and then attempting to present this work as their own.

(v) **Bribery**. The University defines this as the paying, offering or attempted exchange of an inducement for information or material intended to advantage the recipient in an assessment.

(vi) **Personation**. The University defines this as a substitute taking the place of a student in an examination, preparing coursework for assessment on behalf of another student, or submitting coursework for assessment that has been prepared by someone other than the student to whom the resulting grade would be attributed.

(vii) **Cheating.** The University defines this (in relation to examinations) as the taking of any unauthorised material (hardcopy or electronic) into an examination; the unauthorised use of technology in examinations; communicating or attempting to communicate in any way with another student during an examination; copying or attempting to copy from another student during an examination

6.1.2   Any student who assists a fellow student, or student(s), to commit misconduct shall be deemed to have committed misconduct and will be dealt with in accordance with the *Student Conduct Procedure*.

4.1.2   Regulation A3 – Section 2: Student Conduct Procedure (Report and Support)

The proposed revision included a footnote to address the need for explicit refence to Report and Support within the Regulations.

Academic Council **approved, for implementation Session 2023/24,** that *Regulation A3 – Section 2: Student Conduct Procedure*, *paragraph 6.2.1* be amended to read [new text underlined]:

Governance and Academic Quality

6.2   Non-Academic Misconduct

6.2.1   An allegation of *non-academic misconduct* concerning a student's conduct as an enrolled student of the University may refer to any actions or activities engaged in, or services and facilities enjoyed, as a student of the University, or in the vicinity of any premises owned, leased or managed by the University.

Non-academic misconduct may involve conduct relating to (though not limited to) the following[1]:

[1] These may include cases reported via the University's Report and Support platform.

4.1.3   Item 3.1.3   Regulation A3 – Section 2: Student Conduct Procedure (Sanctions)

The proposed amendments to *Regulation A3 – Section 2, paragraph 10.2,* aimed to remove any suggestion that some sanctions were only applicable for a first instance of established misconduct – this was with particular reference to the sanction of 'Reprimand'.

Academic Council **approved, for implementation Session 2023/24,** that *Regulation A3 – Section 2, paragraph 10.2*, be amended as follows [new text underlined, deleted text scored through]:

10.2   Sanctions

10.2.1   One or more of the following sanctions may be applied for established ~~a first incidence of~~ misconduct. (Refer also to paragraph 10.1.2 of this Regulation and Regulation A6: Research Degrees, Schedule 6.3 for outcomes relating to research degrees).

Reprimand: Written warning, retained by the Dean in the School's student file. This sanction would normally be appropriate ~~only~~ if University staff were satisfied the misconduct was minor ~~and the first known case of misconduct~~.

4.1.4   Fit to Sit Policy (Self Certification)

Academic Council **approved, for implementation in Session 2023/24**, that the *Fit to Sit Policy and Extenuating Circumstances* be amended to strengthen the language and provide clarity regarding submission dates and appropriate supporting evidence, as follows [new text underlined, deleted text ~~scored through~~].

4.6   Likewise, supporting evidence can be obtained from your General Practitioner (GP) (medical doctor). To be eligible for this you must have attended the practice at the time of your illness. Medical certificates must be specific about the nature of the illness and must include a clear diagnosis. Retrospective evidence will generally not be accepted.

4.8   If, during an invigilated examination, you notify an invigilator that you have become unwell and are unable to continue, then this will be recorded by the Invigilator and you must refer to this in Section 4 of the *Deferral Request Form*.

> ⓘ **Unacceptable evidence:** Photographs of physical injuries, skin conditions, bodies and/or funeral services **are not appropriate evidence** and **will not be considered** if submitted with an appeal.

6.1 Coursework Extension Request

If you are seeking an extension to a submission deadline then the Coursework Extension Request Form must be completed and submitted through your RGU email account to your School at least 24 hours prior to the submission date and time. Your School's email address can be found at www.rgu.ac.uk/academicregulations. Claims submitted within 24 hours of the submission date will not be considered.

You will receive an automated receipt of your email which you <u>must</u> retain for your records.

4.1.5   *Quality Events*

Academic Council **endorsed** the *Quality Event Outcomes* report for onward submission to the Board of Governors.

4.1.6   *Items for Noting*

The following additional items were noted:

–   *School Academic Board Reports to the Committee*: the Committee had considered, in detail, School Academic Board Reports that provided commentaries on actions they had taken in relation to the following key University priorities for Session 2022/23:

  ▪   Portfolio development: a future focussed portfolio is agreed with new courses being developed and commencing over the next three years;

  ▪   Student learning experience: the standards for teaching & learning; assessment & feedback are effectively implemented; and a process for attendance & engagement monitoring is designed and tested;

  ▪   Curriculum development: the principles of RGU+ are progressively embedded into all curricula;

  ▪   Student support/success: students are supported adequately to optimise personal and academic achievement (student satisfaction student retention, student employability).

–   *Enhancement of Teaching Learning and Assessment Action Plan 2021/22*: the Committee considered and welcomed the updated *QAEC Appraisal Action Plan 2021/22*. Committee members were encouraged to share the document within their respective Schools.

–   *Programme of Quality Events: 2022/23 – 2027/28*:   the Committee had noted the *Programme of Quality Events: 2022/23-2027/28*.

–   *Academic Regulations Sub-Committee*: the Sub-Committee ongoing work that included: the approval of *The Criminal Charges and Convictions Policy*; and data drawn from reports through Report+Support had been collated in an Annual Report plus mid-year progress report which had been submitted to the Sub-Committee.

–   *Equality and Diversity Sub Committee*: the Committee had noted updates from the Sub-Committee in relation to: the Inclusion Calendar; Equality Outcomes 2021-25; Staff Development and Training; and Athena Swan.

–   *Student Experience Sub-Committee*: the Sub-Committee had updated the Committee on the following: staff and student digital skills; the FTLA evaluation; Student Welcome; Attendance and Engagement; Academic Calendar, in particular, Resit Periods; Student Communications; Personal Tutors; and the focus of the Annual Seminar.

–   *Committee Evaluation – Session 2022-23:* Academic Council noted the Committee's *Annual Report – Session 2022/23,* that contained an analysis of responses from the

Committee Evaluation Questionnaire and of members' attendance, together with the *Annual Report on the Evaluation of the Sub-Committees – Session 2022/23.* There were no items it wished to bring to the attention of Academic Council.

4.2 External Examiner Appointments

In respect of nominations received from the School Academic Boards, Council:

− **approved** 14 appointments, three extensions of duties, three re-allocations of duties; and

− **ratified** two appointments and one termination of appointment.

4.3 Future of Teaching, Learning and Assessment (FTLA)

4.3.1 Attendance and Engagement

Attendance and Engagement - Plan for Semester 1 2023/24, including a new *Attendance and Engagement Policy*.

Council was updated on the progress of the *Attendance and Engagement Project*, part of the overarching *Future of Teaching, Learning and Assessment* project, and aimed at improving student retention and performance, and enhancing the student experience.

The Student Experience Sub-Committee had overseen the attendance monitoring pilot run during 2022/23, following a launch at a seminar on 5 September 2022. The pilot included use of the in-house developed *Attendr* app across the University, and feedback had been received and considered from staff and students.

A draft *Attendance and Engagement Policy* had also been developed, for on-campus undergraduate and taught postgraduate students only, as a supportive mechanism for students. It stipulated a minimum requirement for students to attend three checkpoints per teaching week or 70% of checkpoints per week, whichever was the greater, although Schools would have the options to increase this minimum. A workshop was being held on 29 June 2023 for Deans, Associate Deans and School Operations Managers.

More effective data management was required, particularly to reduce the need for manual intervention.

One challenge was preventing students logging themselves in outside classes and, to combat this, Schools were being advised to vary the time the *Attendr* app was opened.

In principle, development of the *Attendance and Engagement Policy* was welcomed across the board, particularly for monitoring attendance, although some hesitation remained about its effectiveness for encouraging engagement. Further work would progress during 2023/24 on developing this aspect.

Academic Council **approved** the *Attendance and Engagement Policy* for implementation in 2023/24.

4.3.2   *Future of Teaching, Learning and Assessment Project*

It was **agreed** the recent paper submitted to the Academic Development Committee on 26 April 2023, concerning the interim evaluation of the Future of Teaching, Learning and Assessment Project, would be circulated.

F McLean Whyte

4.4   **Artificial Intelligence (AI) and Academic Integrity**

Consideration was given to a paper providing updates on the University's approach to artificial intelligence and academic integrity, following Council's discussion on 14 March 2023 and its subsequent decision [AC/23/2/3]:

> Academic Council **agreed** the University should embrace the opportunities provided by AI, and not ban its use for staff or students. This would be the position that would be used as a basis for the University's guidance as it was developed.

An AI and Academic Integrity Working Group had been meeting to develop guidance and other support materials for staff and students, including a review of the RGU Assessment and Feedback Standard and associated templates. At the current time, it was unlikely the *Turnitin* AI Writing Detection Tool would not be implemented due to a lack of reliability. Staff were, however, being advised not to upload student work to ChatGPT or other AI detection systems without students' explicit permission. Work was also being undertaken to minimise the potential for fraudulent AI-generated applications and accompanying documentation, and an amendment had been developed to *Academic Regulation A3: Section 2 - Student Conduct Procedure* to introduce explicit reference to AI in the form of false authorship (see item 4.1.1 above).

Academic Council Members

It was suggested a definition of 'essay mills' be added as a footnote to *Academic Regulation A3: Section 2 - Student Conduct Procedure*.

Academic Regulations Sub-Committee

5.   **RESEARCH**

5.1.   **Research Committee**

Council considered a report of the meeting held on 9 May 2023.

5.1.1   *Committee Composition*

To reflect the recent changes to the senior academic structures within the Schools, and to include representation from early career researchers, amendments were proposed to the composition of the Committee.

Academic Council **approved** the composition of the Research Committee be amended as follows [new text underlined; deleted text struck through]:

Governance and Academic Quality

Composition

Ex Officio
Vice-Principal for Research and Community Engagement (Convener)

Associate Deans for Research
Dean of Graduate School
Director of Library Services (or nominee)
Director of National Subsea Centre
Head of Entrepreneurship and Innovation
Head of Research Strategy, Culture and Performance
Interdisciplinary Research Theme Champions
Research Development and Impact Manager
Research Information Systems and Research Data Manager

Ordinary Members

Up to five researchers
~~Senior researchers, with at least one representative from each academic School~~

5.1.2   *Items for Noting*

The following additional items were noted:

- Convener's Report: the Committee received updates on the following areas: *Research Hub*; *Research Excellence Framework (REF)*; and the *Annual Stakeholder Event – 15 June 2023*.

- *Research Away Day – Action Plan*: following the Research Away Day held on 26 August 2022, work had progressed during the session in the following themes, and the Committee received detailed updates:

  ▪ **People and Culture**:

    - The *Research Fellow Working Group* made a number of recommendations, which would be considered further and submitted to the Executive and Director of Human Resources.
    - The *Research Culture Working Group* had reported on the preparation and design of a new Research Survey for staff and research students at the University, to be launched in October/November 2023. The Survey would be divided into sections on Research Knowledge, Open Access and Research Integrity; Collaboration at RGU; Value Placed on Research at RGU; Research Support; and Wellbeing and Inclusivity.

      The Group had developed a *Research Culture Action Plan* covering: *Leadership*; *Collegiality*; *Research Recognition*; *Career development*; *Workload*; *Research Communication*; and *Research Competence*. The Committee also approved a timetable of research culture activities.

    - In respect of the *Concordat to Support the Career Development of Researchers*, the Committee considered a draft action plan, which would be required once the University became a signatory.

  ▪ **Impact**: updates were considered from two meetings of the Impact Working Group being convened by the Head of Research Strategy, Culture and Performance.

  ▪ **Grow and Diversify the PGR Community**: an update was provided on the development of the University-wide Professional Doctorate.

- **Annual Peer Review of Research Process**: the Committee received a summary of the outcomes of the recent Annual Peer Review of Research (APRR) cycle.

– *Interdisciplinary Research Theme Champions*: the Committee received progress reports from three of the four Interdisciplinary Research Theme Champions.

– *RGU Orkney and the North*: the Committee received a detailed report providing an update on recent activities. In future, this will be a standing item on future agendas.

– *National Subsea Centre*: the Committee also received an update from the Director of the National Subsea Centre on recent developments and activities. In future, this will be a standing item on future agendas.

– *Research Away Day:* this would be held on Wednesday 30 August 2023, at the National Subsea Centre.

5.2 Research Degrees Committee

Consideration was given to a report of the Research Degrees Committee meeting held on 6 April 2023.

5.2.1 Conferral of Awards

Academic Council **approved** the awards to the undernoted students, and **agreed** the students and their supervisory teams be congratulated:

Graduate School

(i)   The degree of PhD by Public Output be conferred on Ms Claudia Zeiske, Gray's School of Art with effect from 01 December 2022, in recognition of a programme of work entitled: "Transformational Fieldwork or: How might a sustainable cultural provision in the rural/small town context be framed?".

(ii)   The degree of PhD be conferred on Mr Mutiu Adegboye, School of Engineering, with effect from 23 February 2023, in recognition of a programme of work entitled: "Adaptive Swarm Optimisation Assisted Surrogate Model for Pipeline Leak Detection and Characterisation".

(iii)   The degree of Doctorate of Physiotherapy be conferred on Ms Alexa Knuth, School of Health Sciences, with effect from 23 February 2023, in recognition of a programme of work entitled: "Co-designing the inflAmmatory arthrItis self-Management (aiM) Intervention".

(iv)   The degree of PhD be conferred on Mrs Priscilla Ogunlude, School of Engineering, with effect from 10 March 2023, in recognition of a programme of work entitled: "Gas Diffusion Transport Characteristics and Mathematical Description of Membrane Systems with Application for Biogas Upgrading".

(v)   The degree of PhD be conferred on Mrs Nkem Ochei, Law School, with effect from 15 March 2023, in recognition of a programme of work entitled: "Non-Adherence of MNOCs to Corporate Obligations; A Review of Litigations from the Niger Delta".

(vi)   The degree of PhD be conferred on Mrs Joy Debski, Law School, with effect from 23 March 2023, in recognition of a programme of work entitled: "An Effective Multi-

Stakeholder Strategy for Environmental Sustainability in Oil and Gas-Producing Areas".

(vii)   The degree of PhD be conferred on Mr Kelechi Eze, Law School, with effect from 27 March 2023, in recognition of a programme of work entitled: "Extending the Frontier of the Nigerian Insanity Defence: Comparative Analyses of the Insanity Defence in England and Scotland to Offer Alternative Options for Development".

(viii)   The degree of PhD be conferred on Mr Lawrence Wilcox, School of Engineering with effect from 28 March 2023, in recognition of a programme of work entitled: "Real-Time Monitoring of Cement Sheath Integrity Under High Angle HPHT Wellbore Conditions".

(ix)   The degree of MPhil be conferred on Ms Tokoni Uti, School of Creative and Cultural Business, with effect from 03 April 2023, in recognition of a programme of work entitled: "The Lifecycle of a Social Media Beauty Trend: A Case Study of the Instagram Body".

(x)   The degree of PhD by Public Output be conferred on Mr Adam Abdulla, School of Applied Social Studies, with effect from 25 April 2023, in recognition of a programme of work entitled: "The Immediate Psychological Effects of Written Solution-Focused Questions in Female Secondary School Students".

(xi)   The degree of Doctorate of Physiotherapy be conferred on Ms Katharine Johnson, School of Health Sciences, with effect from 27 April 2023, in recognition of a programme of work entitled: "An exploration of movement and handling by physiotherapists in a rehabilitation setting: A motion analysis study".

(xii)   The degree of PhD be conferred on Mr Glenn Forbes, School of Computing, with effect from 03 May 2023, in recognition of a programme of work entitled: "Employing Multi-Modal Sensors for Personalised Smart Home Health Monitoring".

(xiii)   The degree of PhD be conferred on Mrs Jane Richard-Osu, School of Applied Social Studies, with effect from 08 May 2023, in recognition of a programme of work entitled: "A critical evaluation of the role of Human Resources in the transition towards sustainable business practices in the oil and gas industry in Nigeria".

(xiv)   The degree of PhD be conferred on Ms Teodora Stoyanova, School of Pharmacy and Life Sciences, with effect from 05 June 2023, in recognition of a programme of work entitled: "Brown alga *Fucus serratus* as a source of novel therapeutic agents for obesity".

5.2.2   *Items for Noting*

The following additional items were noted:

−   *Interdisciplinary PhD Studentships 2023*: two hundred applications were received which are currently being reviewed by research theme leaders and research degrees coordinators.   It was hoped this initiative with Schools would co-fund between 20-25 studentships in 2023/24.

– *Advance HE Postgraduate Research Experience Survey (PRES) 2023*: The survey closed on 15 May 2023, and it is hoped to receive Advance HE's analysis of RGU's performance as well as sector comparisons in July 2023.

6. STRATEGIC PLANNING

6.1 Business Plan and Key Performance Indicators

Business Plan 2022/23*: Third-Quarter Progress Report* from the Vice-Principal for Strategy and Planning was noted.

6.2 Academic Development Committee

Academic Council noted the report of the meeting held on 26 April 2023 and, in particular, the following:

– *Future of Teaching, Learning and Assessment (FTLA) Project*:

- **Part A – Portfolio Review**: the recent portfolio review exercise had been completed by Deans of School and considered at the meeting. The new template would allow for the portfolio to be reviewed annually in future.

- **Part B – Curriculum Content**: the implementation of the RGU Standards was in the evaluation phase and members noted initial findings from the external consultant, which were helpful. The evaluation remained ongoing and would be presented to other appropriate committees in due course.

- **Part C – Portfolio Analysis**: the identified Phase 1 and 2 undergraduate subject areas had been the focus for the Part C Project Group, which included recent liaison with Schools involved in the six Phase/Tier 1 subject areas of Web and Mobile Design, Games Design, Psychology, Criminology, Policing and Forensics, Interior/Spatial Design, and Business Analytics. It was agreed the new course proposals for these would be presented to an extraordinary meeting of the Committee on 9 June 2023.

– *New Course Proposals*: one course change proposal was approved at the meeting: School of Nursing, Midwifery and Paramedic Practice collaborative courses (BSc (Hons) Nursing, BSc/MSc Midwifery, BSc Healthcare Practice, MSc Advancing Practice, standalone CPD modules) with Health and Community Services (HCS) in Jersey.

– *Course Changes*: two course change proposals were approved at the meeting:

- Gray's School of Art undergraduate portfolio - to change >25% of the credits including course titles, exit awards, modular changes and structural changes;

- MSc Advancing Practice - to change >25% of the credits including course titles, exit awards, modular changes and structural changes.

7.   **ACADEMIC COUNCIL AND COMMITTEE: EVALUATION OF EFFECTIVENESS**

A paper summarising the evaluation of the effectiveness of Academic Council and its Standing Committees for Session 2022/23 was considered.

8.   **VALEDICTORIES**

The following Council members had reached the end of their term of office or were leaving the University:

Ex officio

Director of Library Services	Margaret Buchan

Ex officio: Deans of School:

Graduate School	Professor Andrew Lamb
Scott Sutherland School of Architecture and Built Environment	Dr Bassam Bjeirmi, Interim Dean

Elected student members (one year term):

Undergraduate Student Representative	Matthew Bryce
Postgraduate Student Representative	Rebecca Westwater
Research Student Representative	Maike Wilschnack
RGU Union Sabbatical Officer – President (Education and Welfare)	Oluwafunmilola Akinoso
RGU Union Representative – Vice-President (Education)	Tamsyn Lampkin

Elected members of academic staff (three year term):

School of Applied Social Studies	Dr Alice Butler-Warke
School of Applied Social Studies	Dr Sarah Henderson
School of Computing	Dr Mark Zarb
School of Creative and Cultural Business	Dr Ebuka Ibeke
Scott Sutherland School of Architecture and Built Environment	Tahar Kouider

Elections would be held to fill these vacancies, and a vacancy in the Law School.

9.   DATE OF MEETINGS: SESSION 2023/24

Meetings of Academic Council would be held at 2.00pm in H230, Ishbel Gordon Building, as follows:

Thursday 30 November 2023
Tuesday 12 March 2024
Tuesday 18 June 2024

10.   HONORARY AND VISITING APPOINTMENTS

Academic Council noted the *Honorary Appointments Policy and Procedure*, as approved by the Executive, and a list of *Honorary Appointments* since June 2022.

11.   ACADEMIC CALENDAR 2023/24

Council noted the *Academic Calendar 2023/24*.

12.   COMMITTEE CALENDAR 2023/24

The *Committee Calendar 2023/24* was noted.

Professor L Kilbride, <u>P</u>