

ACADEMIC BOARD

Terms of Reference

Subject to the provisions of the Articles of Association, to the overall responsibility of the University Council and the responsibilities of the Vice-Chancellor, Academic Board shall be responsible for the following:

1. To oversee the development and enhancement of the academic activities of the University, and to advise the Vice-Chancellor and the Council accordingly.
2. To maintain oversight of the relationship between academic and resource planning.
3. To oversee academic policy relating to:
 - i. Research and scholarship;
 - ii. Learning and teaching;
 - iii. The academic portfolio, including the approval and closure of courses;
 - iv. The recruitment and admission of students;
 - v. Academic regulations including those relating to assessment and the classification of awards;
 - vi. Arrangements for the management of academic standards and academic quality, including with respect to; the validation, monitoring and review of courses; external examiners and panel members; student representation and feedback;
 - vii. Procedures for the approval and award of qualifications and honorary academic titles;
 - viii. The academic experience of students, including student support and guidance; and appeals and complaints;
 - ix. The University's arrangements for collaborative provision.
3. To ensure alignment with sectoral reference points and to consider and approve reports and responses to external bodies, related to the academic work of the University.
4. To establish such committees as it considers necessary to enable it to carry out its responsibilities, provided that each establishment is first approved by the Vice-Chancellor; the membership of any such Committee, and the terms of reference shall be determined by the Academic Board.
5. To delegate authority to Boards of Examiners, to administer the arrangements for the conferment of the University's awards upon individual students who have satisfied the requirements of conferment.
6. To advise on other matters referred to it by the Vice-Chancellor or the University Council.
7. To consider equality and diversity issues arising from the remit of the Board.
8. To consider risk issues arising from the work of the Board.

Specific Policy Responsibilities

Individual policies are delegated to sub-committees or individual postholders with major changes to be approved by Academic Board.

Terms of Office

Heads of School: 3 years

Nominated Academic Rep: 3 years

Elected Academic Subject Leader: 3 years

Elected Academic Course Leader: 3 years

Elected Professional Services Rep: 3 years

Mode of Operation

Chair: Vice-Chancellor

Vice Chair: Deputy Vice Chancellor

Officer: Director of Governance & Registry Services

Co-options: Up to three per year

Quorum

Half of the total membership (excluding co-options) which must include either the designated Chair or Vice-Chair

Frequency of Meetings

Up to 5 times per year

Reporting Line

University Council

Sub-Committees

Academic Affairs Committee

Research Committee

Honorary Awards Committee

Delegated Boards

Module and Award Boards of Examiners

Submission / Availability of Minutes

Summaries of all minutes will be forwarded to the University Council and held by the Registrar's Directorate. Minutes will also be published on the University website.

ACADEMIC BOARD

Membership		Appointment Dates
Vice-Chancellor (<i>Chair</i>)	Stephen Marston	N/A
Deputy Vice Chancellor (<i>Vice-Chair</i>)	Dr Richard O'Doherty	N/A
University Secretary and Registrar	Dr Matthew Andrews	N/A
Dean of Academic Development	Prof David James	N/A
Dean of Business and Enterprise	Dr Gwyn Jones	N/A
Director of Quality and Academic Services	Andrea Chalk	N/A
Director of Quality Enhancement	Dr Amanda Pill	N/A
Two Heads of School <i>(to be chosen by the Heads of School working together)</i>	Anne Dawson (<i>School of Media</i>) Lorraine Dixon (<i>School of Health and Social Care</i>)	July 2015 – June 2018 Oct 2016 – Sept 2019
Six Academic Representatives <i>(nominated by the Schools not already represented by the elected ASL or elected ACL)</i>	Dr Emily Ryall (<i>School of Sport and Exercise</i>) Dai Jones (<i>School of Natural and Social Sciences</i>) Adeela Shafi (<i>School of Education</i>) Dr Matt Reed (<i>Countryside and Community Research Institute</i>) Russell Shalofsky (<i>School of Education</i>) David Last (<i>School of Liberal and Performing Arts</i>)	Apr 2017 – Mar 2020 Nov 2017 – Oct 2020 Oct 2017 – Sept 2020 Dec 2017 – Nov 2020 Oct 2015 – Sept 2018 Jan 2017 – Dec 2019
One Elected Academic Subject Leader (ASL)	Neil Leighton (<i>School of Media</i>)	Dec 2016 – Nov 2019
One Elected Academic Course Leader (ACL)	Ian Hepworth (<i>School of Media</i>)	Sept 2016 – Aug 2019
Two members of staff elected by and from General staff	Dr David Manohar Dr Alex Ryan	Aug 2015 – July 2018 Dec 2016 – Nov 2019
Academic Staff Member of Council	Prof Andrew Parker	N/A
2 Representatives from the Students' Union (the President and the Education Officer)	Vicki Hatton Emily Andrews	July 2017 – June 2018 July 2017 – June 2018
Director of Library, Technology and Information	Nick Moore	N/A
Co-opted Members: Heads of Associate Schools in Strategic Alliance Partner Colleges	Kelly Gillett (<i>South Gloucestershire and Stroud College</i>) Sarah Perryman (<i>Gloucestershire College</i>) Jayne Davis (<i>Bath College</i>)	N/A N/A N/A