

Academic Board meeting report 2020-2021

The Academic Board had four meetings in Academic Year 2020/2021. Academic Board had school staff representatives' election at the beginning of Semester 1 and they were introduced and invited to the meetings. The Board had announced new appointments when there were any in each meeting.

The Board Chair reported on below items.

1. Some staff members would still not be able to return due to flight and travel restrictions.
2. A mixture of online and onsite teaching would be continued by the effect of Pandemic.
3. The Goal setting procedure was shared in the second meeting and staff members would be asked to put their annual goals in the system after discussion with their line managers.
4. The Chair explained the work of the Review Board and announced its newly-elected members.
5. The Chair drew members' attention to that the university has circulated a notice on staff international travel's application and process.

The Board received and approved below policies or procedures.

1. Policy on Preservation of FYPs, Dissertation and Theses
2. Policy on Planning Major Academic Events
3. Roles and Responsibilities of people serving on Committees
4. Policy on Code of Practice on Postgraduate Research supervision at XJTLU
5. Policy and Procedures for Peer Review Observation of Teaching
6. Procedures for running Fieldwork/ Fieldtrip

The Board discussed on the item of Year One Communities of Practice Coordinator role description. More explanation and clarification was requested about the functions of this role, and it was also suggested more consultation should have been made. Then the action was to revisit the documentation and submit it for the next meeting's approval. In the meeting following, it was approved and would be moved to advertisement stage.