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***Academic Board 00-00-2023***

***Agenda Item XXX***

(Author)

e.g. Committee/Chair/Senior Officer etc.

(Title of Item)

**Action requested** [approve, for information; please choose one]

**Background rationale** [summarise why the issue has arisen and from what source; the history of discussions so far; any internal or external consultation conducted; and any key decisions taken to date]

**Alignment to University Strategic Plan/External Policy Driver** [Clearly indicate which goal of the University’s Strategic Plan or which external policy/regulatory driver the paper is addressing]

**Resource Implications** [Where appropriate, summarise the resources needed and from where these will be secured]

**Brief description / summary of the item** [including any specific recommendations; provide a clear and specific recommendation for a particular course of action which is supported by your analysis]

**Which stakeholder(s) should be informed of the outcome of this agenda item?**