

## September 2014

Work on implementing the [new academic year structure](#) has carried on through the summer. A project board has held two meetings to plan and organise the implementation tasks that will be carried out across the 2014/15 academic year. All documentation that the Project Board has considered and produced can be accessed via this webpage using the 'Documents' tab.

Initial work for academic departments will include planning how to organise the extra term-time week, and considering whether they will make use of the Lent Term 'Week 0' exam period. Departments will be asked to begin discussing these matters in Michaelmas Term 2014. Details can be found in Departmental Communique 1 (*to follow*).

Professional services will also begin a range of relevant review work in Michaelmas Term 2014. This work will include reviewing and updating the School's regulatory framework and committee cycle, the School's space allocation policy, accommodation policies and operations, and the timing of certain HR services.

Any staff member with questions about how the new academic year structure will be implemented, or with suggestions for helping to do so, are encouraged to contact their Project Board representative (as listed in the [Project Board Membership and Terms of Reference](#) document). Mark Thomson ([m.t.thomson@lse.ac.uk](mailto:m.t.thomson@lse.ac.uk)) also welcomes all queries.

This webpage will be updated regularly with new information about the Project Board's implementation work. The School's newsletter, 'Staff News', will also run regular updates. Further Departmental Communique's will be sent out across the year and added to the 'Documents' tab on this page.

Project Board members extend their thanks to the wider School community, whose hard work over the coming year will help deliver this important change for the School.