

THE SENATE



Minutes of the meeting held on 10 June 2015

Present: The Vice-Chancellor (Professor D.J. Richardson) (in the Chair), Pro-Vice-Chancellor (Professor D. Petley and Professor N. Ward), the Executive Deans of Faculty (Professor J. Collier, Professor P. Gilmartin, Professor I Harvey and Professor Y. Tasker), Heads of Schools (Professor G. Schofield,), Academic Representatives (Dr H. Adcock, Mrs J. Barker, Dr R. Denison, Dr J. Drugan, Professor M. Frenneaux, Dr M. O'Connell, Professor F. Lettice, Dr J. Turner, Dr M. Williams), Dean of Students (Dr A. Grant), and the Student Representatives except for business marked ** (Mr L. McCafferty, Mr C. Rand and Ms Holly Staynor).

With: The Registrar and Secretary (Mr B. J. Summers), the Academic Director of Taught Programmes (Dr A. Longcroft), Academic Director of Learning and Teaching Enhancement (Mrs H. Gillespie), Academic Director of Pg Research Degree Programmes (Dr N. Watmough), Director of Learning and Teaching Services (Dr A Blanchflower), Assistant Registrar (Mrs L. Williams) and Senior Administrative Assistant (Mrs R. Phillips).

Apologies: Professor D. Andrews, Mr J. Colam-French, Professor V. Lattimer, Dr S.D. Laycock, Professor V. Moulton, Ms C. Peasgood, Professor N. Spalding and Dr D. Watson,

39. MINUTES

Confirmed
the Minutes of the meeting held on 18 February 2015.

40. STATEMENTS BY THE VICE-CHANCELLOR

The Vice Chancellor

- (1) reported that he had approved Honorary degree recommendations from Mountview Academy of Theatre Arts for 2015..
- (2) reported on the success of the Radio One Big Weekend event held in Earlham Park 23/24th May 2015. The event had been a vibrant showcase for Norwich and UEA had received some good publicity. The promotion of Norwich City Football Club to the Premiership football league on the same weekend was also a cause for celebration and one which would benefit Norwich, and UEA.
- (3) reported on University success with EU senior fellowship awards: Professor Robert Sugden has received an ERC Senior Fellow award and four more applications had been submitted.
- (4) informed Senate that with a clear majority in the General Election 2015, the Conservative Government were expected to implement their manifesto and so the University could plan ahead accordingly. Key issues were:

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- the debate over EU membership and Senate would need to establish what it means for UEA for the UK to be a member of the EU. Membership currently facilitated free movement of University staff and students, EU research grants, Erasmus exchange schemes, Marie Curie training networks. The Executive Team were gathering the data to understand the impact of the EU upon all aspects of University life and business in order to contribute to the national debate.
- the continuation of the policy of uncapped student numbers which would enable UEA to expand. There remained uncertainty over the £9,000 fee cap.
- plans for a metric based assessment of teaching quality, and an increased focus on graduate employability. The University had been successful in bidding for an HEA grant looking at the metrics that might feed into a new Teaching Excellence Framework and an update on this work was planned for the next meeting.
- BIS was not a protected Government department and a tough spending review has already been announced and the University had been alerted to in-year cuts in Research Council and HEFCE budgets.

41. 2030 VISION AND UEA PLAN

Considered

an oral report from the Vice Chancellor.

(Senate noted that the Vision 2030 plan was to have four chapters each considering success from four perspectives: student success, research success, global success and transformational success. The overall University success would derive from the synergy between excellence in both teaching and research. Research needed to be embedded in the curriculum and Senate's attention was drawn to a presentation by Professor Mick Healey at the recent Learning and Teaching Day on this topic. The research chapter would be influenced by the REF 2020, the EU referendum and Government spending plans for BIS. There would be a particular focus on PGR students. Senate noted that the University's research reputation was lagging a considerable way behind the University research performance.

In the transformation chapter Senate noted that the University needed to create some financial headroom to invest in the estate and facilities. Three sequential five year plans were to be created to deliver the vision. Senate noted that if expansion was to be planned consideration needed to be given to adequately financing student learning and support facilities and services.

The vision document would be brought back to Senate in the Autumn before being presented to Council in December).

RESOLVED

to circulate the handouts from the Learning and Teaching Day to all Senate members.

*42. ADMISSIONS 2015

This minute is confidential and attached as a separate sheet.

*43. UNIVERSITY PERFORMANCE

This minute is confidential and attached as a separate sheet.

*44. ANNUAL REPORT FROM SENATE TO COUNCIL

This minute is confidential and attached as a separate sheet.

*45. HONORARY DEGREES AND APPOINTMENTS COMMITTEE

This minute is confidential and attached as a separate sheet.

46. APPOINTMENT BY SENATE OF MEMBERS OF SENATE ON HDAC

Reported

- (1) that the new membership of the Honorary Degrees and Appointments Committee (HDAC) included two members nominated by Senate from its own membership.
- (2) Members of Senate had been invited to make a nomination of a Senate member for one of the two posts.
- (3) No nominations had been received and therefore nominations were to be sought at the meeting on 10 June 2015.

(Senate noted that discussions were taking place in relation to the vacant position of HDAC Chair. It was agreed that it would be preferable for Senate members to be given more time in which to make nominations rather than seek them at the meeting.)

RESOLVED

to extend the deadline for nominations to 19th June 2015.

47. APPOINTMENT OF MEMBERS OF THE SENATE TO SERVE ON THE COUNCIL

Reported

- (1) that the Council includes amongst its membership two members of the Senate;
- (2) that the term of office of Dr Mark Blyth would end on 31 July 2015;
- (3) that nominations were sought for the vacancy.
- (4) the following two nominations were received:
Professor Lyndsey Stonebridge – nominated by Yvonne Tasker
Ms Helen Lewis – nominated by Jonathan Colam-French

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Considered
the two nominations.

(Senate determined that a secret ballot was preferable to a show of hands. Ms Helen Lewis was the successful candidate).

Recommended
that Ms Helen Lewis be appointed to Council as one of the two Senate's representatives on Council.

48. SENATE MEMBERSHIP

Reported
that the terms of office of the following Senate members would expire on 31 July 2015:

ACADEMIC REPRESENTATIVES

HUM
Professor G. Plank (2015)

FMH
Mrs J. Barker (2015)

Considered
the recommendation that the following members are approved:

ACADEMIC REPRESENTATIVES

HUM
Professor Stephen Church (HIS) (2018)

FMH
Toby Smith (HSC) (2018)

RESOLVED

49. SENATE COMMITTEES – MEMBERSHIP

Considered
the recommendations in the report. (A copy is filed in the Minute Book, ref. SEN14D030)

(Senate noted the vacancies reported in SSDC and SSDAC and sought assurances from Deans that these were being addressed. The purpose and function of the Travel and Expeditions Committee was questioned and a report was requested for the next meeting. Some minor role name changes would be incorporated into the final document).

RESOLVED

- (1) to approve the recommendations in the report
- (2) to seek a report from the Travel and Expeditions Committee.

50. CONGREGATION: AMENDMENT TO PROCESSES

Considered
the recommendations contained within the report. (A copy is filed in the Minute Book, ref. SEN14D031)

RESOLVED

51. OPEN ACCESS POLICY

Considered
updates to the University's open access policy recently approved by Research Executive. (A copy is filed in the Minute Book, ref. SEN14D032)

RESOLVED

52. SENATE GUIDANCE ON ASSESSMENT AND FEEDBACK

Considered
for approval, a new document that brings into a single comprehensive document key policies, guidance, practical resources and sources of information relating to the use of assessment and the provision of feedback to students. (A copy is filed in the Minute Book, ref. SEN14D033)

(Senate was invited to note that the document brought together all the University's policies and procedures on assessment and feedback into one document. It also incorporated some University principles which had been developed with the UUEAS officers based on an NUS benchmarking tool. There was some discussion of the academic workload, practical implications and operational difficulties surrounding giving students feedback on examination performances. Whilst the provision of generic feedback was already University policy a pilot would be undertaken in relation to individual examination feedback for students. The PVC Academic would take these concerns forward to LTC. Senate noted that some final editorial changes had yet to be incorporated into the document and would be undertaken prior to dissemination).

RESOLVED

53. GENERAL REGULATION 14

Considered
the draft General Regulation 14, associated procedures and flow-chart, for implementation with effect from 2015-6. (A copy is filed in the Minute Book, ref. SEN14D034)

RESOLVED

54. LEARNING AND TEACHING COMMITTEE

Received
a round-up report of the meetings of the Committee held on 18 March and 13 May 2015. (A copy is filed in the Minute Book, ref. SEN14D035)

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55. ITEMS FOR REPORT

Received

the items for report. (A copy is filed in the Minute Book, ref. SEN14D036)

- (1) Heads of Schools for 2015/16
- (2) Union of UEA Students – Election 2015/16 Results
- (3) Graduate Students' Association – Committee Details

56. DATES OF MEETINGS IN 2015/16

Reported

that the dates of the Senate meetings had been confirmed as:

Wednesday 4 November 2015 – 2pm
Wednesday 13 January 2016 – 2pm
Wednesday 17 February 2016 – 2pm
Wednesday 8 June 2016 – 2pm