

SEN15D030

Title: Senate Committees: Membership 2016/17
Circulation: The Senate – 8th June 2016
Agenda: SEN15A004
Version: Final
Status: Open

To report

- (1) that Senate has the following Committees and Sub-Committees:
 - a) Learning and Teaching Committee
 - Student Experience Committee
 - Travel and Expeditions Committee
 - Student Affairs Group
 - Postgraduate Research Executive
 - Faculty Learning and Teaching Quality Committees
 - b) Senate Student Discipline Committee
 - c) Senate Student Discipline Appeals Committee
 - d) Honorary Degrees and Awards Committee
 - e) University Promotions Committee
 - Faculty Promotions Committees
 - f) University Campus Suffolk Joint Academic Committee
- (2) that vacancies still exist and nominees will or are being sought for
 - Honorary Degrees and Awards Committee
 - Student Experience Committee
 - Travel and Expeditions Committee
- (3) the membership and changes to membership of the following Committees and Sub Committees as detailed below:
 - a) Learning and Teaching Committee
 - The Pro-Vice-Chancellor (Academic) (Chair)
 - Academic Director of Taught Programmes
 - Academic Director of Learning and Teaching Enhancement
 - Academic Director of Postgraduate Research Degree Programmes
 - Academic Director of Partnerships
 - Head of Staff Development
 - Director of Student and Academic Services
 - Director of Research and Enterprise Division
 - Director of Information Services
 - Director of Library Services
 - Director of Student Services
 - Chair (Associate Dean) of the Learning, Teaching and Quality Committee of each Faculty
 - Undergraduate Education Officer of the Union of UEA Students
 - Postgraduate Education Officer of the Union of UEA Students
 - Welfare, Community and Diversity Officer of the Union of UEA Students
 - Campaigns and Democracy Officer of the Union of UEA students
 - UCS representative: Prof P Cavenagh (2017)
 - City College Norwich Representative Mr J. White
 - Secretary Ms M Pavey (Learning & Teaching Services)

- b) Postgraduate Research Executive
 Pro-Vice-Chancellor (Research and Enterprise) (Chair)
 Academic Director of Research Degree Programmes
 Associate Dean for Postgraduate Research of each Faculty
 Chair of the Norwich Bioscience Institutes Graduate School Executive
 Postgraduate Education Officer of the Union of UEA Students
 Director of the Research and Enterprise Division
 Director of Admissions, Recruitment and Marketing
 Head of Postgraduate Research Service (Secretary)
- c) Student Experience Committee:
 Pro-Vice-Chancellor (Academic) (Chair)
 Academic Director of Taught Programmes
 Academic Director of Learning and Teaching Enhancement
 Academic Director of Postgraduate Research Degree Programmes
 Director of Student Services
 Director of Student and Academic Services
 Director of Information Services or nominee
 Director of Estates and Buildings
 Director of Finance and Planning
 Undergraduate Education Officer of the Union of UEA Students
 Postgraduate Education Officer of the Union of UEA Students
 Activities and Opportunities Officer of the Union of UEA Students
 Welfare, Community and Diversity Officer of the Union of UEA Students
 Campaigns and Democracy Officer of the Union of UEA Students
 Independent Member of Council
 A representative of each Faculty nominated by the Dean of each Faculty
 Dr Pam Mayhew (SCI)
 Vacancy (HUM)
 Mrs Judy Barker (FMH)
 Miss Bahar Ghezelayagh (SSF)
 Learning and Teaching Committee Manager, Ms Michele Pavey (Secretary)
- d) Students Affairs Group – Sub-Committee of the Student Experience Committee:
 Director of Student Services (Chair)
 Head of Student Services (Vice-Chair)
 Director of Physical Education and Sport
 Head of Wellbeing
 Head of the Careers Service
 Director of Estates
 University Health Physician
 The Head of Advice (Union of UEA Students)
 The Undergraduate Education Officer of the Union of UEA Students
 Welfare, Community and Diversity Officer of the Union of UEA Students
 Multifaith Centre representative
 Information Services Directorate representative
 Student Services Manager (Secretary)
 Learning and Teaching Services representative
 PGR Services representative
 Academic Director of Taught Programmes
 Academic Director of PGR Programmes
 Assistant Head of Communications
 Accommodation Manager
 IT Service Desk Manager
 Head of Student Services (INTO)

e) Travel and Expeditions Committee - Sub-Committee of the Student Experience Committee:

The Pro-Vice-Chancellor (Academic)

The Director of Student Services

Four members appointed by the Student Experience Committee (one of whom shall be Chair) drawn from across the institution with a particular interest in and experience of expeditions and/or overseas travel

Dr R. Boar (Chair)

Dr D. Steverding

Dr J. Pattenden

Vacancy

Four student members appointed by the Students' Council, one from each Faculty and, ideally, including at least one undergraduate and one postgraduate student

The Sub-Committee may co-opt member(s) if additional expertise and/or experience is required

Secretary - Student Support Service representative

f) Faculty Learning and Teaching Quality Committee(s)

Ex-officio

The Associate Dean (Learning, Teaching and Quality) (Chair)

The School Directors of Learning, Teaching and Quality*

Faculty Learning, Teaching and Quality portfolio holders as designated by the Faculty Executive

The Academic Officer of the Union of UEA Students

One undergraduate representative appointed by the Union Council following campus-wide election. The undergraduate representative shall therefore normally be the elected Faculty Convenor.

One postgraduate representative as appointed by the Union Council

Secretary LTS Manager or Co-coordinator appointed by Director of Learning & Teaching Service

* Where the Faculty Associate Dean of Learning, Teaching and Quality is also a School Director of Learning, Teaching and Quality, the School may nominate another relevant member of staff to take the place of the School Director.

g) Senate Student Discipline Committee

Committee Membership: Committee Chair, 4-5 members per Faculty plus four Panel Chairs plus a student member nominated by the Union of UEA Students or by the Graduate Students' Association.

Note: Whilst formally constituted as a Committee the work of the Committee is undertaken by SSDC panels. The SSDC Chair plus four other named, and trained, members are able to chair SSDC panels which sit in a particular mode determined by the nature of the alleged offence. The mode of the panel hearing determines the number of members sitting on the panel and whether a student member or external member is required. Student members are nominated by the Union of UEA Students or by the Graduate Students' Association having regard to the Senate Student Discipline Panel in question. External members are required for hearings concerned with professionalism and are drawn from the relevant profession.

Chair – Vacancy – recruitment underway

Members of the Senate Student Discipline Committee, who may chair a Senate Student Discipline Panel:

Mrs Rosie Doy (2017)

Professor Ian Dewing (2018)

Dr Polly Morgan (2019)
Ms Karen Bates (2019)

Other Members

HUM

Dr Sanna Inthorn (2017)
Dr Rachael McLennan (2017)
Professor Andreas Musolff (2017)
Dr Emma Long (2017)
Dr Gabrina Pounds (2017)
Dr Jeremy Noel-Todd (2017)

FMH

Ms Maggie Quinn (2018)
Dr Dominique Hubble (2018)
Mr Carl Philpott (2018)
Ms Jill Jepson (2018)
Dr V Rodrigues (2018)
Mrs Emma Sutton (2018)
Miss Maggie Bunting (2019)
Dr Helen Bell (2019)

SCI

Professor David Wright (2019)
Dr Graham Riley (2018)
Professor A Ganesan (2018)
Dr Gary Rowley (2018)
Dr James Desborough (2018)
Dr Andrew Manning (2019)

SSF

Dr Duncan Watson (2017)
Mrs Sarah Allen (2017)
Professor Duncan Sheehan (2017)
Dr Maren Duvendack (2018)
Dr Sven Gallash (2019)

h) Senate Student Discipline Appeals Committee

Chair – Professor Nicola Spalding (2017)

Two academic representatives from each Faculty. (*Note: The expectation is that all SSDAC members will have all served a minimum of 3 years on the SSDC.*)

Professor Cathie Carmichael (2017)
Professor John Street (2017)
Mr Rupert Wood (2017)
Ms Judy Barker (2019)
Dr Paul Hammerton (2017)
Dr Mette Mogensen (2017)
Dr Rebecca Westrup (2019)
Dr Sue Long (2017)

One student member: nominated by the Union of UEA Students having regard to the Senate Student Discipline Appeals Committee in question.

i) Honorary Degrees and Awards Committee

Chair – a member of the UEA professoriate

One academic representative from each of the four Faculties nominated by the relevant Faculty Executive and who should not be the Dean

- One vacancy from SCI
- One vacancy from FMH
- Professor Lyndsey Stonebridge (2018)

- Professor Gareth Thomas (SSF) (2018)

Two members nominated by Senate from its own membership - *nominations will be sought for two vacancies from the 2016/17 Senate membership*

Up to two members co-opted by the Chair as required

Welfare, Community and Diversity Officer of the Union of UEA Students

Director of Development and Campaigns

Assistant Head of Alumni, Conferences and Events

Secretary – a member of staff from the Planning Office

j) University Promotions Committee:

Ex officio

The Vice-Chancellor (Chair)

The Pro-Vice-Chancellors

The Executive Deans of Faculty

Director of Human Resources (Secretary)

k) Faculty Promotions Committee(s):

Ex officio

The Executive Dean of the Faculty– (Chair)

The Heads of Schools of the Faculty

The Human Resources Manager (Secretary)

l) The Joint Academic Committee for University Campus Suffolk

This Committee will be reviewed in early 2016/17 and a recommendation brought forward to Senate.

Membership is as follows:

Appointed by the University of East Anglia:

Ex officio:

Pro-Vice-Chancellor Academic (or Nominee) (Joint Chair) Professor Ian Dewing

Director of Student and Academic Services (or Nominee)

Academic Director of Partnerships (or Nominee)

Three members appointed by the Senate

Appointed by the University of Essex:

Ex officio:

Dean of Academic Partnerships (Joint Chair)

Academic Registrar (or Nominee)

Deputy Academic Registrar (Academic Standards and Partnerships) (or Nominee)

Three members appointed by the Senate

Appointed by University Campus Suffolk:

Ex officio:

Provost

Deputy Provost (External Relations and Development)

Deputy Provost (Finance and Resources)

Director of the Office of Academic Development

Academic Registrar and Director of Academic Services

UCS Director of Planning and Partnerships

UCS Head of Academic Partnerships and Support

UCS Head of Quality Enhancement

Head of the Graduate School

Head of School of Applied Social Sciences

Head of School of Arts and Humanities

Head of School of Business, Leadership and Enterprise

Head of School of Science Technology and Health

Head of School of Nursing and Midwifery

Appointed by the UCS Learning Network Centres:

One senior representative from each Centre:

- UCS Great Yarmouth
- UCS Lowestoft
- UCS Otley
- UCS at Suffolk New College
- UCS Bury St Edmunds

President (Education and Engagement), UCS Union

Secretary to JAC: A senior administrator nominated by the UEA Director of Student and Academic Services (or Nominee) and the University of Essex Academic Registrar.