

Title: *Confirmation of Chair's Action*
Author: Michele Pavey
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Issue

Confirmation of Chair's Action taken since the last meeting of LTC held on 10 May 2017.

Approval of Terms of Reference for the University's Widening Participation Committee

Membership

Full Members

Pro Vice Chancellor Academic (Chair) – Neil Ward
Academic Director of Widening Participation – Helena Gillespie
Academic Director of Taught Programmes – Clive Matthews
Director of Admissions – Richard Harvey
Assistant Head of Outreach – Charlotte Wheatland
Widening Participation Manager – Becky Price
Head of Student Services – Jane Amos
Head of Careers Service – Julie Schofield/ James Goodwin
Head of Equality and Diversity – Helen Murdoch
Representative of the Partnerships Office – Laurence Daly
Academic Outreach Fellow (SCI) – Vacant
Director of Outreach (HUM) – Kim Ridealgh
Director of Outreach (SSF) – Kristina Garner
Academic Outreach Fellow (FMH) – Vacant
Lecturer in Health Sciences and Academic Support – Patricia Harris

Undergraduate Education Officer – Mary Leishman
Welfare, Community & Diversity Officer - India Edwards
Assistant Director of Student Advocacy at the Students Union – Lou Chiu

Receive papers

Head of Recruitment and Outreach – Claire Petley
Head of Planning – Garrick Fincham

Secretary – Widening Participation Officer – Rosie Hannant

Terms of Reference

- 1) To set the strategy of approach to widening participation at UEA across the student lifecycle including input into UEA's Access Agreement and Monitoring Return.
- 2) To monitor UEA performance in terms of widening participation.
- 3) To consider implications of UEA, sector and policy changes on widening participation.
- 4) To consider cost/benefit of potential major initiatives to address widening participation as appropriate.

Frequency of Meetings

4 times per year – skewed towards pre April to allow full input into Access Agreement development.

Proposed dates for 2017/18

- Wednesday 8th November 2017 10:00
- Wednesday 7th February 2018 10:00
- Wednesday 14th March 2018 14:00
- Tuesday 22nd May 2018 14:00

Reporting

A report on the relevant proceedings of each meeting to be a standing item on ARM Exec and Learning and Teaching Committee (or Learning, Teaching and Student Experience Committee (LTSEC)) agendas.

The WP Financial Support Working Group will continue to feed into this committee.

Note further consideration is also being given to working groups to feed in to this committee that will be set up as appropriate; this is likely to include a WP research/data group.