

WPC17D009

Title: Membership and Terms of Reference
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Issue

Widening Participation Committee membership and terms of reference.

Recommendation

None.

Resource Implications

Not relevant

Equality and Diversity

Not relevant.

Timing of decisions

Not relevant.

Further Information

Further information is available from, Mrs Rebecca Phillips, tel. 01603 593203, email rebecca.phillips@uea.ac.uk

Background

Not relevant

Discussion

Membership

Full Members

Pro Vice Chancellor Academic (Chair) – Professor Neil Ward
Academic Director of Widening Participation – Mrs Helena Gillespie
Academic Director of Taught Programmes – Dr Clive Matthews
Director of Admissions – Professor Richard Harvey
Assistant Head of Outreach – Mrs Charlotte Wheatland
Widening Participation Manager – Mrs Becky Price
Head of Learning and Teaching Services – Mrs Caroline Sauverin
Head of Student Services – Mrs Jane Amos
Head of Careers Service – Mrs Julie Schofield/ Mr James Goodwin
Head of Equality and Diversity – Ms Helen Murdoch
Representative of the Partnerships Office – Mr Laurence Daly
Academic Outreach Fellow (SCI) – Dr Carl Harrington
Director of Outreach (HUM) – Dr Kim Ridealgh
Director of Outreach (SSF) – Miss Kristina Garner
Academic Outreach Fellow (FMH) – Mrs Sally Homden
Lecturer in Health Sciences and Academic Support – Dr Patricia Harris
Undergraduate Education Officer – Ms Mary Leishman
Welfare, Community & Diversity Officer – Ms India Edwards

In attendance

Director at the Students Union – Ms Lou Chiu

Receive papers

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

Secretary – Widening Participation Officer – Mrs 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 gaps between widening participation and non-widening participation and/or in comparison to the sector on key metrics including:
 - Non-continuation
 - Student Experience and Engagement results
 - Academic performance including good honours
 - Progression to work or further study
- 3) To consider implications of UEA, sector and policy changes on widening participation students.
- 4) To consider cost/benefit of potential major initiatives to address widening participation as appropriate.
- 5) To monitor the impact of UEA policies, regulatory frameworks and Codes of Practice on academic standards and the student experience from the perspective of widening participation and equality of opportunity, and to ensure that remedial action is taken where the outcomes do not meet

University's requirements or those of external regulatory bodies (including those relating to disability and physical access to buildings).

- 6) To consider and report annually on matters concerning widening participation and equality of opportunity of students.

Frequency of Meetings

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