

# THE SENATE



There will be a meeting of the Senate at 2pm on Wednesday 8 November 2017, in the Council Chamber, the Council House, University Plain.

*Please note that due to the large amount of items on this agenda, the meeting is expected to finish at 5pm. Refreshments will be available at 3pm during an afternoon break.*

Registrar and Secretary  
1 November 2017

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## AGENDA

### 1. BUSINESS OF THE AGENDA

Items in Section A are for discussion and action by the Senate. Items in Section B contain routine recommendations which will be deemed to have been approved at the meeting unless members of the Senate ask for them to be discussed. Items in Section C are for information only. Any member of the Senate may ask for an item from Section B or Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 6 November 2017. Reserved items appear in Section D.

These Items can be found on the Committee's Blackboard site.

- Go to the UEA Portal site (<https://portal.uea.ac.uk/>) and log in
- Click on the Blackboard tab
- Then find the Senate Committee Blackboard site listed under My Organisations and look at the Meeting Papers folder for the relevant meeting.

The open items can be found online at the Committee Office website at <https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/senate/senate-2017-2018>

### 2. MINUTES

To confirm  
the Minutes of the meeting held on 7 June 2017 (Enclosed).

### 3. CONFIRMATION OF CHAIR'S ACTION

To confirm  
Chair's action taken since the last meeting of Senate on 7 June 2017:

1. The addition of Mrs Caroline Sauverin as a full member of the Widening Participation Committee.
2. Approval of the following Regulations for 2017/18 - Revised EdPsyD Regulations and Doctor of Medicine (both of these are now available to view via the UEA Academic Calendar website <https://portal.uea.ac.uk/academic-calendar/awards-regulations>)
3. The Vice-Chancellor endorsed a recommendation of the Senate Student Discipline Panel that met on 11/7/17

4. As Chair of the Honorary Degrees and Appointments Committee and Chair of Senate the Vice-Chancellor has approved the award of Doctor of Science for Professor Shiyi Chen, President, Southern University of Science and Technology, China for award in July 2018.

4. STATEMENTS BY THE VICE-CHANCELLOR

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**SECTION A: ITEMS FOR DISCUSSION AND ACTION**

\*A1. UNIVERSITY PERFORMANCE

To consider

the University's current and future performance following recent reports:

- (1) **Admissions performance 2017 and plans for 2018**  
A confidential oral report from the Academic Director of Admissions and the Director of Admissions, Recruitment and Marketing.
- (2) **Performance in Key Domestic League Tables**  
A confidential report summarising the University's performance in the 2016 Complete University Guide, The Good University Guide (The Times – now published jointly with The Sunday Times), and the Guardian League table. SEN17D001 (Divider A)
- (3) **National Student Survey 2017**  
The confidential outcome of the 2017 National Student Survey SEN17D002 (Divider B)
- (4) **Good Honours 2017**  
A confidential report summarising the University's performance. SEN17D004 (Divider C)
- (5) **Assessment and Feedback**  
A confidential report on work to improve the University's performance. SEN17D005 (Divider D)

A2. INNOVATION

To consider

the academic performance of the University in relation to Innovation. A report from the Pro Vice Chancellor, Professor Fiona Lettice and the Director of Research and Innovation Division, Helen Lewis is attached. SEN17D006 (Divider E)

\*A3. EMPLOYABILITY

To report

that in June 2016 Senate resolved that improving employability had to be a key University priority for 2016/17 and as such there should be an employability update at each meeting of Senate..

To consider

a confidential report from the Director of Research and Innovation Division, Helen Lewis, and the Head of the Careers Service, James Goodwin on UEA Skills and Career's Centre update. SEN17D007 (Divider F)

\*A4. CONSULTATION ON THE OFFICE FOR STUDENTS REGULATORY FRAMEWORK

To consider

the confidential report from the Pro-Vice-Chancellor Academic. SEN17D008 (Divider G)

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**SECTION B:**

**ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED**

Please look under 1. Business of the Agenda for details of how to view these documents.

B1. DATA INCIDENT

To receive

- (1) the summary of the incident published on the University portal
- (2) the recommendations made by the independent internal auditors and the University's response and action plan published as part of the above summary.

SEN17D009 (Divider H)

B2. PROPOSED NEW INSTITUTIONAL PARTNERSHIP- SOUTH ESSEX COLLEGE

To consider

the recommendation made by the Learning and Teaching Committee that South Essex College be approved as a new institutional partner. SEN17D010 (Divider I)

B3. TECHNOLOGY ENHANCED LEARNING COMMITTEE

To consider

the creation of a new sub-committee of the Learning and Teaching Committee to replace the Online Working Group and ISD Education Board. SEN17D011 (Divider J)

B4. GUIDELINES ON GOOD PRACTICE IN RESEARCH

To consider

updated Guidelines on Good Practice in Research as recommended by the University Research Executive. SEN17D012 (Divider K)

B5. PROCEDURES FOR DEALING WITH ALLEGATIONS OF MISCONDUCT IN RESEARCH REGULATIONS -

To consider

updated Procedures for Dealing with Allegations of Misconduct in Research Regulations as recommended by the University Research Executive. SEN17D013 (Divider L)

## SEN17A001

### B6. OPEN ACCESS POLICY

To consider

an updated set of Guidelines on Open Access for UEA as recommended by the University Research Executive. SEN17D014 (Divider M)

### B7. RESEARCH DATA MANAGEMENT POLICY

To consider

an updated policy on Research Data Management for UEA as recommended by the University Research Executive. SEN17D015 (Divider N)

### B8. UEA RESEARCH INTEGRITY REPORT 2016/17

To receive

the Annual Research Integrity Report 2016/17. SEN17D016 (Divider O)

To consider

providing assurances to Council on

- i. the activities undertaken to support and strengthen understanding and application of research integrity issues across the University;
- ii. that the processes in place for dealing with allegations of misconduct in research are transparent, robust and fair and are appropriate for the University's needs; and
- iii. that the very small number of formal investigations of research misconduct undertaken mean that it is not possible to identify any trends and further analysis is not warranted.

### \* B9. RESEARCH MATTER

To receive

a confidential report from the Registrar and Secretary. SEN17D017 (Divider P)

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## SECTION C: ITEMS FOR REPORT

Please look under 1. Business of the Agenda for details of how to view these documents.

### C1. SENATE MEMBERSHIP

To report

following the retirement of the previous Director of ISD and the decision to split the Division into two, the Library on the one hand and IT services on the other, membership of Senate has to be adjusted to reflect this. The Council resolved that the Director of ISD is replaced with the Librarian.

### C2. ANNUAL REPORT FROM SENATE TO COUNCIL

To receive

the confidential 2016/17 report from Senate to Council which went to the Council meeting on 26 June 2017. SEN17D018

## SEN17A001

### C3. REPORT FROM THE ASSEMBLY

To receive

the minutes of the Assembly meeting held on 24.5.17 detailing the motions proposed and the discussion that took place.

To note

the discussion of administrative efficiency and research performance. SEN17D019

### C4. THE SENATE 2017/18

To receive

- (1) the Senate – Membership. SEN17D020
- (2) the Senate - Standing Orders SEN17D021

### C5. RESERVED AREAS OF BUSINESS AND CONFIDENTIALITY

To receive

statements of the University's policies on reserved areas of business and confidentiality. SEN17D022

### C6. LEARNING AND TEACHING COMMITTEE

To receive

a round up report from the Learning and Teaching Committee from it's meeting on 21 June 2017 and 18 October 2017. SEN17D023

### C7. DATES OF MEETINGS IN 2017-2018

To report

that the remaining dates for meetings in 2017-2018 are:

Wednesday 28 February 2018  
Wednesday 6 June 2018

### C8. DATE OF NEXT MEETING

To report

that the next meetings of the Senate is scheduled for Wednesday 28 February 2018.

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## SECTION D: RESERVED BUSINESS

Please look under 1. Business of the Agenda for details of how to view these documents.