

THE SENATE



Minutes of the meeting held on 24 February 2010

Present: The Vice-Chancellor (Professor E.D.J. Acton) (in the Chair), the Pro-Vice-Chancellors (Professor T.D. Davies and Professor T.B. Ward), the Deans of Faculty (Professor J. Cook and Professor N. Ward), Heads of Schools (Professor J.D. Charmley, Dr B. Lankford and Professor V. Lattimer), Academic Representatives (Mrs H. Bell, Dr N. Cooper, Dr J. Cross, Professor M. Jancovich, Dr A. Mueller, Professor C. Osborne, Professor N. Pandit, Dr M. Pfeil, Dr E. Priyadharshini, Professor V. Rayward-Smith and Dr S. Stevens), Dean of Students (Dr A. Grant), Mr D. Palmer (City College Norwich) and representative from the Students' Union (Mr D. Sheppard) and the Graduate Students' Association (Mr O. Fagbola).

With: The Registrar & Secretary (Mr B. Summers), the Academic Registrar (Mr R. Evans), Dr Richard Harvey and Ms L. Morton (Minute 19 refers), Dr Louise Bohn (Outreach Manager and UEA representative on the Governing Body of City Academy Norwich) and Professor Nigel Norris (Head of the School of Education and Lifelong Learning) (Minute 18 refers), Professor G. Moore (Minute 21 refers), the Senior Assistant Registrar (Mrs L. Williams), the Head of the Learning, Teaching and Quality Office (Ms A. Rhodes) and the Committee Clerk (Mrs R Phillips).

Apologies: Professor I. Harvey, Professor D.J. Richardson, Mr T. Sutton and Professor C. Wadlow.

The Chair welcomed to the meeting new members Professor V. Lattimer, (newly appointed Head of the School of Nursing and Midwifery) and Dr E. Priyadharshini (temporary replacement for Dr S. Connolly during Dr Connolly's study leave in Semester 2) and visitors (Dr L. Bohn, Dr R. Harvey, Ms L. Morton, Professor G. Moore and Professor N. Norris).

15. MINUTES

Confirmed
the minutes of the meeting held on 11 November 2009.

16. THE COUNCIL

Reported
that the Council, at its meeting on 23 November 2009, considered the report of the Senate from its meeting on 11 November 2009 (Minute **30) and approved the recommendations it contained.

17. STATEMENTS BY THE VICE-CHANCELLOR

Reported that
(1) the Vice-Chancellor, the Head of the School of International Development and other staff and students of the School had recently attended a reception followed by presentation of a Queen's Anniversary Prize in recognition of the work of the School and the Overseas Development Group;

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- (2) City College Norwich had also received a Queen's Anniversary Prize, accepted by the Principal, Mr Dick Palmer;
- (3) the independent review of the Climatic Research Unit (CRU) under Professor Muir Russell was now under way. In order to ensure the independence of the review, one member of the review team had since resigned in view of earlier public comments made by this member.

it was noted that the Muir Russell review would not be looking at the science involved but at the allegations surrounding emails emanating from CRU. A separate appraisal of the science was to be established following a consultation with the Royal Society. Its Chair (to be appointed in consultation with the Royal Society) would be announced soon. This appraisal would be complementary to and held in parallel with the work of the Muir Russell team.

The Parliamentary Select Committee (Science and Technology) had also set up its own inquiry. On Monday next, the Select Committee would take oral evidence from the Vice-Chancellor, Professor P. Jones, Professor Muir Russell, the previous Information Commissioner, three senior British scientists, Lord Lawson and others. The University had already submitted a three-thousand word response to the Committee on three questions. A statement would be released on the University's / CRU's position.

In its oral evidence to the Select Committee, the University would emphasise:

- (i) regret for any detriment to scientific research and method and to public understanding of science;
- (ii) that the University had in place a Code of Conduct for academic and research staff which stressed honesty and integrity of conduct. The University also had a duty of care to its staff and students;
- (iii) its pride in the contribution made to study of the global climate.. The University would stress the depth and breadth of scientific endorsement of the work of Professor Jones, pointing to the high citation of Professor Jones' 270 papers and the fact that over 200 scientists from more than 40 countries and over 100 Universities/Research Institutes including Princeton, Yale, Columbia, Oxford and Imperial had chosen to co-author work with him. CRU's findings about the modern global temperature record were almost identical to two independent analyses carried out in the United States of America. The establishment of the CRU in the 1970s had had a seminal impact on the study of climate change. The University was proud that the CRU had taken a lead in this area, and aware of the importance to the human species that such study continue over the long term.

18. PRESENTATION ON CITY ACADEMY NORWICH

Received

a presentation by Mr Dick Palmer, Principal, City College, Norwich, Dr Louise Bohn (Outreach Manager and UEA representative on the Governing Body of City Academy Norwich) and Professor Nigel Norris (Head of the School of Education and Lifelong Learning). Copies of the presentations are filed in the Minute Book, refs. SEN09D020 and SEN09D021.

(In the presentation, Senate's attention was drawn to:

- (i) the reasons for the development of the new City Academy. The previous Earlham School was in the worst two hundred schools (out of 60,000+) in the country and the most poorly performing school in Norfolk across a range of indicators. These included achievement of five GCSE 'O' Levels at Grade C or above, including English and Mathematics; average 'A' level points; and a negative contextual value added (CVA) score;
- (ii) the sponsors of the new Academy which had opened in September, 2009. The sponsors were educational, comprising City College Norwich (lead sponsor), the University of East Anglia, and Norfolk County Council, and the educational partner is Norwich School. This set of sponsors was unique. As the sponsors were educational bodies, there was no requirement for investment monies of £2m. Current proposals to move to unitary council status would not affect the new Academy's Governing Body;
- (iii) targets for the new Academy which were that the CVA should be neutral (at 1000) and that 30% of students should achieve five GCSEs including English and Mathematics. Early indicators were promising with an increased number of applications for places in 2010; an increase in attendance and attainment; and decreases in exclusions, 'send-outs' from class and staff absences;
- (iv) the University's role complementing those of the other sponsors was to support the Academy's English specialism, to enhance the adult/student ratio where possible, to provide access to resources and facilities not available in the school and to provide opportunities for pupils to raise aspirations and attainment;
- (v) the University's engagement via its involvement in governance, partnership and outreach activities. The Vice-Chancellor was a member of the Board of Trustees and Dr. Louise Bohn (MAC) and Professor Peter Womack (LIT) were Governors. Members of the Academy's Advisory Group also included a number of other staff including Professor Nigel Norris (EDU). A range of outreach activities were planned, including: mentoring, tutoring and specific support to students; staff training, including mentoring of non-teaching staff; offering subsidised places on the Gifted and Talented scheme and Arts lab bursaries, plus existing engagement activities such as

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Summer Schools. Other outreach activities under development included provision of literacy tutors for year 7 students, family learning, access by students in the 'sixth form' to University resources and study skills, and a Children's Literacy Festival;

- (vi) the plans for the new Academy building, which was due to be completed by September, 2012. The building would be crescent-shaped and included an atrium and a science area. Its internal space was designed to be flexible and IT-rich, to cater for individual, small and large group work and to allow internal changes to be made over time. The current accommodation would be demolished and the area re-landscaped with the main entrance via Bluebell Road;
- (vii) the educational philosophy for the new Academy, which might be summed up as 'to give young people a better educational opportunity than in the past.'

The Senate thanked Mr Palmer, Dr Bohn and Professor Norris for their interesting informative presentation.)

19. UEA LONDON

Received

a presentation by Dr Richard Harvey. A copy of the presentation is filed in the Minute Book, ref. SEN09D022.

(Members:

- (i) congratulated Dr R. Harvey, and all colleagues connected with the project, on the opening of UEA London on 18 January, 2010;
- (ii) noted that the initial offering, by INTO UEA London, was the International Foundation Certificate plus English language courses to be followed, from March 2010, by the MBA in Strategic Carbon Management, and from September, 2010 by the International Foundation Diploma and MA in Creative Entrepreneurship. From September 2011 it was planned that a new BSc programme (probably in International Business Management by the Norwich Business School), would commence, providing a progression route from INTO. It was also proposed that the new degree would be open to up to about fifty Home/EU students, subject to confirmation of funded student numbers. Other likely developments included 'study abroad' options for international students and employability-related activities for Home/EU students;
- (iii) had an overview of the lay-out of the building which was close to Liverpool Street Station. Initial student numbers were lower than expected (at 63). The new arrangements for 'Tier 4' visas operated by the UK Borders Agency had had some impact. Anticipated 'walk-in' trade had now become less likely as a result of the new arrangements. The focus would increasingly be on academic programmes, possibly with English Language provision included as an integral part from the outset. A total of thirty-two staff had been appointed with more to follow as the course provision developed. Some services, such as library provision and additional student support (and access to the students' union social programme) were

provided by City University which had leased part of the building for its INTO City programmes;

- (iv) were encouraged to make use of the building and its facilities for short courses, Alumni, CUE East and other profile/fund-raising activities;
- (v) were informed that several other Universities had recently or were in the process of, opening a London-based outlet, such as Glasgow Caledonian (which would focus on fashion/design) and Coventry (which would promote its business courses). These developments were noted with interest, as was the extension of degree awarding powers to private providers such as BPP, which enjoyed good links to the legal profession and which could promote life-long learning;
- (vi) welcomed plans to ensure that cross-sections of UEA Norwich-based staff were able to visit the new Study Centre, to hold semi-public events there and to raise UEA's and UEA London's profile amongst the media, business and others.)

20. HEFCE FUNDING

Received

the letter of the Secretary of State for Business Innovation and Skills to the Chairman of HEFCE regarding Higher Education Funding 2010-11 (A copy is filed in the Minute Book, ref. SEN09D012)

(Attention was drawn to:

- (i) the continued and increased emphasis on wider and fairer access;
- (ii) the possibility that full-time degrees in two years might once again be considered;
- (iii) the likelihood that more numbers would be allocated to 'STEM' subjects;
- (iv) an increase in 'contestability' for numbers: perhaps up to 5% might be held by HEFCE against which bids would be invited for preferred subjects (In this respect, members welcomed the consideration being given to new course development in the areas of sustainable agriculture and environmental engineering);
- (v) more, not less, concentration of funding for research. HEFCE had recently announced a new ratio of 1:3:9 between the fundable categories compared with the previous ratio of 1:3:7;
- (vi) an expanded suite of information relevant to the student academic experience was very likely to be a requirement in future, including on: preparation of students for employment; contact hours and investment of time in other study modes. It was vital that the University kept networking amongst the best Universities on these matters;

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- (vii) a focus on engagement with communities. A legal obligation was to be placed on Universities in respect of carbon reduction management strategies;
- (viii) the challenge of managing a financial squeeze on budgets during the period 2010-2013 (which had already begun) whilst at the same time meeting demands for improvement, particularly in respect of the student academic experience.)

21 LEARNING AND TEACHING COMMITTEE

Considered

- (1) semester dates for 2012-13. (A copy is filed in the Minute Book, ref. SEN09D013)
ENDORSED
- (2) the principles underpinning revised Common Course Structure Degree Regulations. (A copy is filed in the Minute Book, ref. SEN09D014)
ENDORSED
- (3) Review of disciplinary procedures: nomination of Chairs and members of the Senate Discipline Committee (A copy is filed in the Minute Book, ref. SEN09D015)
ENDORSED
- (4) Chair's action in re-appointing the current Chair of the Senate Discipline Committee for one further session, in 2010-11.
CONFIRMED

(In discussion, members:

With regard to semester dates for 2012-13

- (i) requested clarification of the status of the 'revision week' scheduled for 15-19 April, 2013. It was confirmed that the expectation was that no new material would be introduced during this week;

With regard to the principles underpinning revised Common Course Structure Degree Regulations

- (ii) acknowledged that the review would result in a significant re-write of the current regulatory framework which was last amended in 2004;
- (iii) heard that the principles now presented to Senate had been thoroughly discussed by the Review Group which had presented its recommendations to the Learning and Teaching Committee which in turn commended them to Senate. Faculty Learning, Teaching and Quality Committees had also been consulted;
- (iv) noted that the next step, if Senate endorsed the principles, would be to begin writing draft regulations, albeit in the knowledge that there were some important areas still to be developed;

- (v) (re Principle 1) discussed a number of issues around the notion of whether discretionary condoning of narrow fails should be permitted, albeit in the context of endorsement of the principle that the regulations should require that all modules be passed. This aspect was still under consideration by the Review Group. Members acknowledged that a requirement to pass all modules was intended to promote students' engagement and clearly to demonstrate achievement of learning outcomes. It was considered inappropriate to permit students who were struggling to continue with their studies. It was also recognised that a regulatory requirement to pass all modules might suggest that assessment strategies should be reviewed, with a shift in focus to assessment strategy at the level of the course as a whole, not only at module level. The balance between formative and summative work would also need to be carefully considered;
- (vi) (re Principle 2) were advised that the current structure and operation of the principle of 'free choice' had been introduced at the same time as modularisation and had not been fundamentally reviewed since then. Increasingly, problems were being experienced with it, most notably in setting up the examinations timetable where the presence of free choice added to the timetable's complexity and consequently business costs (which were not always apparent). It was stressed that the proposed principle would not dismiss the notion of free choice but would impose more control on that choice by requiring definition of the choices available via course profiles.
- It was accepted that the description of 'free' choice should be changed but also acknowledged that the spirit of 'interdisciplinary' – a particular feature of UEA provision – would not be undermined by the adoption of this principle. It was recognised too that students would need advice and guidance as to appropriate module option choices. A suggestion was made that the some modules might be cast as University-wide (albeit owned by a School) in areas that the University was promoting, including, for example, languages, society, health, environmental sustainability and international development. Members were also reminded that Course Directors would retain authority to permit some variations to course profiles;
- (vii) (Principle 3) accepted that this principle was designed to promote student engagement and would also be consistent with the HEFCE definition of module completion for funding purposes. Members were reminded that the revised regulatory framework would preserve the separation of disciplinary issues from academic progression and achievement and that there was a separate review of the disciplinary framework under way;
- (viii) (Principles 4 and 5) were supported, noting that, with regard to nomenclature of levels, the Review Group was still discussing the pros and cons of a switch of terminology. The principle of linking progression to the level of modules in a course profile in a hierarchical manner, with clear definition of the hierarchy, was endorsed;

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With regard to the Review of disciplinary procedures : nomination of chairs and members of Senate Discipline Committees

- (ix) were informed that two separate Review Groups (of Student Discipline and Professional Misconduct and/or Unsuitability) had now come together given significant areas of common interest and an intention to produce an over-arching framework. Current proposals included the removal of some appeal matters from the Senate Discipline Committee (SDC), probably to the Senate Appeals Committee. It was anticipated that the current trend of an increase in the number of cases would continue due in part to growth in the student population, to the separation of disciplinary matters from academic progression/achievement (see vii above) and to greater readiness to use the procedures on the part of Schools and students. This was the reason for seeking a larger pool of trained SDC members;
- (x) strongly supported the re-appointment of the current SDC Chair, Professor Nigel Norris, for one further session (2010-11) to oversee the transition from the old to the new framework and to provide continuity.)

22. ATTENDANCE AT SENATE

Considered

a proposal from the Pro-Vice-Chancellor (Academic) that the Learning and Teaching Directors who report to him – the Director of Taught Programmes, the Director of Research Degree Programmes and the Director of Partnerships - be invited to attend Senate meetings and have the right to debate, but not to vote.

(The Directors are appointed by the Pro-Vice-Chancellor (Academic) to support the Learning and Teaching agenda across the University and discussions at Senate are frequently relevant to their brief. The proposed mode of attendance mirrors exactly that of the Deans of Faculty in relation to the University Council).

ENDORSED

*23. HONORARY DEGREES AND APPOINTMENTS COMMITTEE

This minute is confidential and attached as a separate sheet.

24. ANNUAL MONITORING STATEMENT: OFFA

Reported

that the University had submitted its Access Agreement Annual Monitoring statement to OFFA in respect of its activities in 2008-09. (A copy is filed in the Minute Book, ref. SEN09D018)

25. LEARNING AND TEACHING COMMITTEE

Received

a round-up report of the meetings of the Committee held on 9 December, 2009 and 3 February, 2010. (A copy is filed in the Minute Book, ref. SEN09D019)

26. DATE OF NEXT MEETING

To report

that the next meeting of the Senate is scheduled for Wednesday 16 June 2010.

27. DEAN OF FACULTY & HEADS OF SCHOOL APPOINTMENTS

Reported

- (1) the appointment of the following Dean of Faculty for the period stated:
 - HUM Professor David Peters Corbett (from 1 August 2010 to 31 July 2015)
- (2) the appointment of the following Heads of School for the periods stated:
 - AHP Professor Jacqueline Collier (from 19 April 2010 until 18 April 2015)
 - EDU Dr Nalini Boodhoo (from 1 August 2010 to 31 July 2013)
 - NAM Professor Valerie Ann Lattimer (from 1 February 2010 to 31 January 2015)
 - NBS Professor Paul Dobson (from 1 July 2010 to 30 June 2015)
- (2) the re-appointment of the following Heads of School for the periods stated:
 - FTV Professor Mark Jancovich (from 1 August 2010 to 31 July 2011)
 - HIS Professor John Charmley (from 1 August 2010 to 31 July 2012)
 - MUS Professor John Charmley (from 1 August 2010 to 31 July 2012)
 - PHI Dr John Collins (from 1 August 2010 to 31 July 2011)