

THE SENATE



Minutes of the meeting held on 22 February 2012

Present: The Vice-Chancellor (Professor E.D.J. Acton) (in the Chair), the Pro-Vice-Chancellors (Professor D.J. Richardson and Professor T.B. Ward), the Executive Deans of Faculty (Professor Y. Tasker *vice Professor D. Peters Corbett*, Professor I. Harvey and Professor N. Ward), Heads of Schools (Professor J.D. Charmley, Professor D. Edwards, and Professor D. Zizzo), Academic Representatives (Mrs H. Bell, Dr T. Blumenschein, Professor T Chapman, Professor J. Collier, Mr I. Farr, Dr Y. Lebeau, Professor A.E. McDonald, Professor C. Osborne, Dr T. Sach, Dr C Salter, Dr R. Warren and Dr L. Xu), Director of Information Services (Mr J. Colam-French), Dean of Students (Dr A. Grant), and the Student Representatives except for business marked ** (Ms M. Evans and Ms T. Ross).

With: The Director of University Services (LTS) (Dr A. Blanchflower) and the Committee Clerk (Mrs R. Phillips).

Apologies: Professor D. Crossman, Professor P. Gilmartin, Mr Brian Summers, Dr O . Springate-Baginski and Mr D. Palmer (City College Norwich).

22. MINUTES

Confirmed
the minutes of the meeting held on 18 January 2012.

24. CORPORATE PLAN

Reported
(1) that two Open Fora presentations of the draft Corporate Plan were held on 9 February 2012 and that the draft Plan had been made widely available

<https://intranet.uea.ac.uk/vco/intranet/p%26p/corporateplan>)

Feedback and suggestions had been invited via the following address:

corporateplan2012@uea.ac.uk

(2) Considered the Education and Employability sections of the draft Plan (A copy is filed in the Minute Book, ref. SEN11D015)

The Vice Chancellor introduced the Corporate Plan and drew attention to;

- a) the design of the document which focussed on what needed to change if UEA were to succeed in the ambition to be a Top Twenty University;
- b) the University's commitment to an equality and diversity agenda and outstanding student support;

- c) some recent significant research and enterprise achievements:
- a project costing a total of £900,000 has been funded by the AHRC for a project on the Magna Carta
 - an award of £1.1 million from EPSRC to develop new methods in advanced laser spectroscopy
 - an investment of £2 million in the UEA spin out company Intelligent Fingerprinting.

Education

The PVC (Academic) introduced this section of the Plan and informed Senate of some changes planned in response to feedback received to date. In particular a greater emphasis was to be placed on the overall student experience, recognising the role played by administrative services as well as academic Schools, and on widening participation.

Senate noted the requirement for professional development of UEA staff (Change No.6) and the need to increase the number of academic staff holding HEA fellowship status. It was acknowledged that professional development events had to be of the highest quality if they were to be successful and that the University should make use of the excellent practitioners working at UEA to help achieve this aim.

There was discussion of the requirement to extend a high standard of contact time (Target No.5) and small group teaching on a fortnightly basis to all Year One students (Target No.7), the resources required to meet these objectives, and the potential impact this investment may have on student expectations during their subsequent years. Senate noted that careful planning and use of resources would be required in meet these and other Corporate Plan priorities and that quality management information, e.g. TRAC data and income analysis, would be needed to help Heads of School in managing activity. There was debate regarding the definition of small group teaching and acknowledgement that the group size should be small enough for every student to have an opportunity to speak and join in discussion.

The ambition to grow student numbers (Priority No.10) was questioned and Senate was informed that this objective had arisen from discussion with Faculties. It was noted that it was not intended to grow all Schools uniformly but rather to grow School and subject areas where growth was desirable for academic reasons.

The following other points were raised in discussion and Senate noted:

- that whilst there was no explicit mention made of the University's two Joint Venture partnerships with INTO their success was key to achieving a number of KPIs in the Plan;
- that meeting a target KPI for widening participation would be difficult in an environment where higher entry tariff targets were being set;

- that reminding students of the requirement to work hard and the University's expectations of study time (Target No.14) was something that could happen at a number of levels: School induction meetings, module outlines etc. Feedback from students on their studies should be similarly a topic raised in different fora as well as during module review exercises.

Employability

The PVC (Research, Enterprise & Engagement) introduced this section and described how employability stood beside education and research as the three cornerstones of the Corporate Plan. There was an urgent need to improve performance and various initiatives were already in place ahead of the finalisation of the Plan. Senate welcomed the objectives detailed in this section and were mindful that the following issues were not overlooked:

- equipping students with "soft" as well as standard employment skills;
- that we were equipping students for further study as well as for employment;
- the needs of international students;
- the needs of taught postgraduate students.)

25. ADMISSIONS OUTLOOK

Considered

a presentation by the Director of the Admissions, Recruitment and Marketing Service, Mr Mark Barlow, explaining the changes to HEFCE funding and a summary of the admissions position for 2012 entry. (A copy is filed in the Minute Book, ref. SEN11D022)

(Senate noted the new mechanism for controlling 2012 student numbers and how the "core" and "margin" targets policy was intended to operate. The impact upon UEA was explained with reference to our competitors. Senate was informed how modelling and tracking of applicants was being undertaken and interventions made to influence applicant behaviour to ensure the University was in the best position possible to meet the 2012 core and margin student number targets.

Senate also noted that HEFCE giving consideration to lowering the margin grade threshold from AAB to ABB in future years. This would be welcomed by UEA as most UEA courses recruit considerable numbers at this level.)

26. GUIDELINES ON GOOD PRACTICE IN RESEARCH

Considered

revised set of Guidelines on Good practice in Research from the Research Executive. (A copy is filed in the Minute Book, ref. SEN11D016)

SEN11M003

SEN-M4
22.02.12
Min. *27

27. EMERITUS AWARDS

Considered
recommendations contained within the confidential report. (A copy is filed in the Minute Book, ref. SEN11D017)

ENDORSED

28. APPOINTMENT OF MEMBER OF THE SENATE TO SERVE ON THE COUNCIL

Reported

- (1) that the Council includes amongst its membership two members of the Senate;
- (2) that the term of office of Professor Catherine Waddams would end on 31 July 2012;
- (3) nominations of candidates for the vacancy (which need not be for serving members of the Senate) should be lodged with the Registrar and Secretary in writing no later than **5pm, Tuesday 5th June 2012** (the eighth day before the ordinary meeting of the Senate in the Summer Committee round) and shall state that the consent of the nominee has been obtained. Please use the nomination form enclosed with your Senate pack or click on the link below for the nomination form.

<https://intranet.uea.ac.uk/committeeoffice/ueacombds/sen/sen1112/220212/SenNomForm>

- (4) In the event that there are no nominations for this vacancy, at the first ordinary meeting of the Senate nominations shall be asked for and voted upon by ballot by those persons present and entitled to vote.

29. MEMBERSHIP OF THE SENATE

To note

- (1) that Dr T. Sach had been approved to be one of the FMH Senate representatives until 2014 but would be taking a period of leave with effect from February 2012
- (2) that the Faculty of Medicine & Health Sciences had recommended to the Chair of Senate that Dr C. Salter be appointed on a temporary basis as FMH Senate representative for the duration of this period
- (3) that the Chair of Senate had approved this appointment.

30. MEMBERSHIP OF THE SENATE DISCIPLINE COMMITTEE

Noted

- (1) that Mr Ian Dewing had been approved to be one of the SSF Senate representatives until December 2011

- (2) that the Senate Discipline Committee had recommended to the Chair of Senate that Mr Ian Dewing's term of office on the Committee was extended from 1 March 2012 for a period of three years
- (3) that the Chair of Senate had approved this appointment.

31. POSTGRADUATE RESEARCH EXPERIENCE SURVEY

Received

an executive Summary on the 2011 PRES survey. (A copy is filed in the Minute Book, ref. SEN11D018).

The full report could be found via the link below:

<https://intranet.uea.ac.uk/planning/biu/survey-office/PRES+REPORT+2011>

32. LEARNING AND TEACHING COMMITTEE

Received

a round-up report of the meeting of the Committee held on 1 February, 2012. (A copy is filed in the Minute Book, ref. SEN11D019).

33. ANNUAL MONITORING STATEMENT: OFFA/HEFCE

Reported

that the University had submitted its joint Access Agreement and Widening Participation Strategic Assessment Annual Monitoring statement to OFFA and HEFCE in respect of its activities in 2009-10. (A copy is filed in the Minute Book, ref. SEN11D020).

34. DATE OF NEXT MEETING

Reported

that the next meeting of the Senate was scheduled for Wednesday 13 June 2012.

**35. THE COUNCIL

This minute is confidential and reserved and is attached as a separate sheet.