

THE SENATE



Minutes of the meeting held on 20 February 2013

Present: The Vice-Chancellor (Professor E.D.J. Acton) (in the Chair), the Pro-Vice-Chancellors (Professor N.F.J. Norris and Professor D.J. Richardson), the Executive Deans of Faculty (Professor P. Gilmartin, Professor I. Harvey, and Professor N. Ward), Heads of Schools (Professor J.D. Charmley, Professor D. Edwards, Professor V. Lattimer and Professor D. Zizzo), Academic Representatives (Mrs J. Barker, Dr T. Blumenschein, Dr M.G. Blyth, Professor J. Collier, Mr I. Farr, Dr A. Haour, Dr Y. Lebeau, Professor G. Plank, Dean of Students (Dr A. Grant), Ms C. Peasgood (City College Norwich) and the Student Representatives except for business marked ** (Mr J. Bowker (SU) and Mr S. Clark (SU) and Mr J. Taylor (GSA).

With: The Registrar and Secretary (Mr B. J. Summers), The Director of Admissions (Dr R. Harvey) and the Director of University Services (HUM) (Mr M. Barlow) for minute 19, the Director of Planning (Mr I. Callaghan) and the Committee Clerk (Mrs R. Phillips).

Apologies: Executive Dean of HUM (Professor Y. Tasker), Director of Information Services (Mr J. Colam-French), Head of the Norwich Medical School (Professor D. Crossman), Professor T. Chapman, Dr C. Salter and Dr R. Warren

17. MINUTES

Confirmed

the minutes of the meeting held on 7 November 2012 subject to a minor amendment to minute 12.

18. STATEMENTS BY THE VICE-CHANCELLOR

The Vice-Chancellor made the following statements:

(1) It was with sadness in this 50th Anniversary year that the University had learned of the deaths of:

Professor Keith Clayton, Founding Dean of the School of Environmental Sciences;
Professor Bob Ashton;
Professor Brian Rowley; and
Professor Godfrey Hewitt, Emeritus Professor in the School of Biological Sciences.

(2) Norwich has been successful in its application for City Deal funding which is particularly pleasing as the application focuses on developing the potential of the Norwich Research Park. Both BBSRC and NERC have also announced that they will be selecting UEA for receipt of new impact funds.

(3) Senators will be circulated by post with a ballot paper in respect of honorary graduates for the UEA London congregation in April. In addition, the University will commence winter "in person" congregation ceremonies with effect from January 2014 (24-25 January 2014).

SEN-M2
20.02.2013
Min. 19

19. ADMISSIONS OUTLOOK

Considered

a presentation by the Director of the Admissions, Recruitment and Marketing Service and the Academic Director of Admissions. (A copy is filed in the Minute Book, ref. SEN12D018)

(It was noted that there is some evidence of competitors changing their offer behaviour in this (and potentially the previous) cycle. Other competitors who do not have specific restrictions such as accommodation were also able in the last cycle to over-recruit, in some unplanned. It was also noted that employability metrics could have a potential impact on an applicant's behaviour and the recruitment activities need to be considered in a holistic manner with other key activities and the entire University community also needs to get behind employability too especially given its impact on the overall league table position.

An example of the recently commissioned marketing videos (there will ultimately be one per School) was shown and it was confirmed that these are shown on a "loop" basis during open days and visit days. A discussion then ensued around how best to communicate the availability of this material with a number of suggestions being made including the use of postcards, USB sticks, emails and letters.

In terms of the overall impact on applications it is not clear whether the University has been impacted by greater competition or by the increase in predicted grade requirements. This analysis is unlikely to be available until after the end of the cycle. This will also provide an opportunity to analyse which categories of student are being impacted i.e. those with higher qualifications or those less well qualified.

There was also a need to ensure that every effort was put into converting current applicants. Some of this is being supported by investment from ARM but it is also important that visit days are made as attractive as possible.)

20. CORPORATE PLAN: TARIFF

Considered

a confidential paper from the Head of the Business Intelligence Unit regarding the University's tariff performance versus the Corporate Plan targets. (A copy is filed in the Minute Book, ref. SEN12D011)

(The latest tariff information was noted as was the apparent embedded lag behind our nearest competitors. Some of this lag may be structural and linked to subject mix. It is also important to note that The Guardian league table contains a value added measure and to continue to attract high tariff students it is also important that output measured improve as well (employability, good honours).)

21. CHANGE OF SCHOOL NAMES

Considered

- (1) the proposal to change the name of the School of School of World Art Studies and Museology (ART) to the School of Art History and World Art Studies (ART) with effect from 1st August 2013. (A copy is filed in the Minute Book, ref. SEN12D012)

RESOLVED

- (2) the proposal to change the school name/acronym applied to Natural Sciences degree scheme, modules, courses and students from Faculty of Science (SCI) to School of Natural Sciences (NAT) with effect from 1st August 2013. (A copy is filed in the Minute Book, ref. SEN12D013)

RESOLVED

- (3) the proposal to change the name of the School of Allied Health Professions (AHP) to the School of Rehabilitation Sciences (RSC) with effect from 1st August 2013. (A copy is filed in the Minute Book, ref. SEN12D018)

RESOLVED

22. APPROVAL OF REVISED PROCEDURES FOR DEALING WITH ALLEGATIONS OF MISCONDUCT IN RESEARCH

Considered

- the recommendation within the report from the Learning and Teaching Committee. (A copy is filed in the Minute Book, ref. SEN12D014)

RESOLVED

23. REVISED MEMBERSHIP AND TERMS OF REFERENCE FOR THE LEARNING AND TEACHING COMMITTEE

Considered

- the recommendations within the report from the Learning and Teaching Committee. (A copy is filed in the Minute Book, ref. SEN12D015)

RESOLVED

24. 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 Nigel Norris would end on 31 July 2013;

- (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 4th June 2013** (*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

SEN12M002

SEN-M4
20.02.2013
Min. 24

enclosed with your Senate pack or click on the link below to download the nomination form.

<https://intranet.uea.ac.uk/committeeoffice/ueacombds/sen/sen1213/200213>

- (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.

25. LEARNING AND TEACHING COMMITTEE

Received

a round-up report of the meetings of the Committee held on 5 December 2012 and 30 January 2013 (A copy is filed in the Minute Book, ref. SEN12D016).

26. 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. SEN12D017).

27. DATE OF NEXT MEETING

Reported

that the next meeting of the Senate was scheduled for Wednesday 12 June 2013.

28. DATES OF SENATE MEETINGS IN 2013/2014

Reported

that the dates of Senate meetings in 2013/14 had been provisionally set as:

Wednesday 6 November 2013 – 2pm
Wednesday 15 January 2014 – 2pm – If necessary
Wednesday 19 February 2014 – 2pm
Wednesday 11 June 2014 – 2pm