

# THE SENATE



## Minutes of the meeting held on 12 June 2013

Present: The Vice-Chancellor (Professor E.D.J. Acton) (in the Chair), the Pro-Vice-Chancellor (Professor N.F.J. Norris, the Executive Deans of Faculty (Professor I. Harvey, Professor Y. Tasker 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, Professor T. Chapman, Dr J. Drugan, Mr I. Farr, Dr A. Haour, Professor G. Plank, Professor G. Schofield, Dr O. Springate-Baginski, Dr R. Warren, Dr L. Xu, Dean of Students (Dr A. Grant), Director of Information Services (Mr J. Colam-French), and the Student Representatives except for business marked \*\* (Mr J. Bowker (SU) and Ms K. Hirst-Jones (GSA).

With: The Registrar and Secretary (Mr B. J. Summers), The Director of Admissions (Dr R. Harvey) for minute 32 and 33, the Acting Director of University Services (HUM) (Mr D. Giles) for minute 32, the Director of Planning (Mr I. Callaghan) and the Committee Clerk (Mrs R. Phillips).

Apologies: The Executive Deans of Faculty for SCI (Professor P. Gilmartin) and Ms C. Peasgood (City College Norwich)

### 29. MINUTES

Confirmed

the Minutes of the meeting held on 20 February 2013.

(An amendment to 18.1 was noted

Professor Robert Ashton, Founding Professor of English History  
Professor Brian Rowley, Founding Professor of European Literature

### 30. STATEMENTS BY THE VICE-CHANCELLOR

- 1) The Vice Chancellor welcomed Dr Joanna Drugan (LCS) and Ms Kimberley Hirst-Jones (GSA President) as new members of Senate.
- 2) The Vice Chancellor thanked the following members whose term of office finished on 31.7.13:

Heads of Schools Representatives:

Professor John Charmley and Professor Dylan Edwards

Academic Representatives:

HUM – Mr Ian Farr, SCI – Dr Tharin Blumenschein and Dr Rachel Warren,  
and SSF – Dr Yann Lebeau

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### Student Representatives :

Academic Officer - Mr Josh Bowker and Community & Student Rights Officer  
– Mr Sam Clark

- 3) Following recent league table successes in achieving the THE 2013 award for best student experience and 17th place in the 2014 Guardian University Guide League Table it was with great pleasure that the University could also report a substantial grant of up to £500k from the Wolfson Foundation towards the new medical building.
- 4) The new regulations for undergraduate and integrated masters programmes will be considered at LTC's final meeting of the year on 26 June. Following that meeting of LTC, the recommended regulations would be considered by the Vice Chancellor on behalf of Senate, for introduction in 2013-4 and reported to the next meeting.

## 31. CORPORATE PLAN: REVIEW OF THE COMPLETE GUIDE LEAGUE TABLE

Considered

a report on Review of the Complete Guide League Table and a presentation by Ian Callaghan, Director of Planning and PVC Academic Professor Nigel Norris. (A copy is filed in the Minute Book, ref. SEN12D019)

(The University's successes in recent league tables required celebration but the retention of a Guardian University Guide league table top twenty position was now a major financial challenge. Senate noted that the University's improved position was heavily reliant upon good NSS and SSR scores with improvements in Good Honours, entry tariffs and employability also contributing. Whilst there existed a financial challenge in maintaining SSR, achieving improvements in other areas was more complex and would require changes in staff processes and practice. This would be a focus of activity over the forthcoming months and year.)

## 32. ADMISSIONS 2013

Considered

a presentation on Admissions 2013 from David Giles, Acting Director of Admissions, Recruitment and Marketing and Dr Richard Harvey, Academic Director of Admissions. (A copy is filed in the Minute Book, ref. SEN12D020)

(Senate noted the demographic changes affecting the admissions landscape: a declining population of 18 year olds; increasing female and declining male participation in HE and an increase in students studying vocational qualifications rather than A-levels. The deregulation of the market was resulting in more students getting more offers which has increased the unpredictability of the market. The Admissions team have observed increased volatility in the UCAS process, delayed applicant activity, competitive behaviour by other universities, increased marketing and CRM and challenging clearing behaviours. These have and would continue to impact the University's ability to achieve target this year. Recent league table successes have come too late to affect 2013 applicant behaviour but hopefully would have a positive influence upon the 2014 applicant market.)

33. STUDENT EXPERIENCE

Considered

a presentation from the Academic Director of Admissions, Dr Richard Harvey, the recent HEPI report (61) entitled "The academic experience of students in English universities 2013 report". (A copy is filed in the Minute Book, ref. SEN12D021). The full report is available at the following web address:

<http://www.hepi.ac.uk/466-2154/2013-Student-Academic-Experience-Survey-produced-jointly-by-HEPI-and-Which.html>

(Senate noted the political nature of the debate and the concerns raised in relation to the variability of contact hours by subject and between HEIs. Whilst the concept of "study hours" was considered to be a better measure of student workload, with a national expectation of 1200 study hours per full-time student per year (30 weeks x 40 hours per week), care was needed to ensure reported contact hours remained within the acceptable boundaries for each subject. Given the University's investment in SSRs it was considered that an improvement in contact hours should have followed. This was to be investigated.)

34. FACULTY OF ARTS AND HUMANITIES RESTRUCTURE

Considered

a report from the Dean of Arts & Humanities. (A copy is filed in the Minute Book, ref. SEN12D022) and a tabled supplementary paper filed in the Minute Book ref. SEN12D031)

(The rationale for change was outlined and the aim of reducing the Faculty to four Schools of Study was explained. The Dean was discussing options with staff to ensure that the most effective structure is determined. Senate welcomed the initiative and were supportive of change and the direction of travel. Senate considered that for the restructure to successfully realise the removal of duplication and make efficiency gains it would necessitate the disciplines within the new Schools to work in new ways, for example as within AHP. Senate was to be informed of the recommended structure once it had been determined.)

\*35. HONORARY DEGREES AND APPOINTMENTS COMMITTEE

This minute is confidential and attached as a separate sheet.

36. SENATE MEMBERSHIP

Reported

that the terms of office of the following Senate members would expire on 31 July 2013:

**HEADS OF SCHOOLS**

Professor J.D. Charmley (2013) – HUM  
Professor D. Edwards (2013) – SCI  
Professor D. Zizzo (2013) – SSF

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**ACADEMIC REPRESENTATIVES**

**HUM**

Mr I. Farr (2013)  
Dr V. Henitiuk (2015) (left UEA)

**FMH**

Professor J. Collier (2013)

**SCI**

Dr T. Blumenschein (2013)  
Dr R. Warren (2013)

**SSF**

Dr Y. Lebeau (2013)

Considered  
the recommendation that the following members be approved:

Faculty of Arts and Humanities

Heads of Schools Representative – Professor Peter Womack (LDC) (2016)  
Academic Representatives: - Dr Melanie Williams (FTM) (2016)  
Dr Joanna Drugan (LDC) (2016)\*

Faculty of Medicine and Health Sciences

Academic Representatives: - Professor J. Collier (AHP) (2016)

Faculty of Science

Heads of Schools Representative – Professor Vincent Moulton (CMP) (2016)  
Academic Representatives: - Dr Maria O'Connell (PHA) (2016)  
Dr Stephen Laycock (CMP) (2016)

Faculty of Social Sciences

Heads of Schools Representative – Professor D. Zizzo (2014)  
Academic Representatives: - Professor Fiona Lettice (NBS) (2016)

*\*Please note Dr Drugan's term of office was approved by Chairs action on 10 April 2013 to allow attendance at the June 2013 meeting in place of Dr Henitiuk who left UEA during the 2012/13 academic year.*

RESOLVED

37. **APPOINTMENT OF MEMBERS 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 will end on 31 July 2013;

- (3) that nominations were sought for the vacancy.
- (4) the following three nominations were received:

**Professor Gillian Schofield (SWK)** – nominated by Professor Neil Ward

**Professor Jacqueline Collier (AHP)** – nominated by Mr Jonathan Colam-French

**Dr Oliver Springate-Baginski** – nominated by Joshua Bowker & Sam Clark

RESOLVED

that following a ballot of members present, Professor Jacqueline Collier was appointed by Senate as a member of Council for three sessions, ending 31 July, 2016.

38. SENATE COMMITTEES – MEMBERSHIP

Considered  
the recommendations in the report. (A copy is filed in the Minute Book, ref. SEN12D024)

RESOLVED

39. RECRUITMENT, ADMISSIONS AND MARKETING COMMITTEE – DISBANDING

Considered  
the recommendations within the report. (A copy is filed in the Minute Book, ref. SEN12D025)

RESOLVED

40. LEARNING AND TEACHING COMMITTEE – AMENDMENT TO GENERAL REGULATIONS (DISCIPLINE)

Considered  
the recommendation within the report. (A copy is filed in the Minute Book, ref. SEN12D026)

RESOLVED

41. LEARNING AND TEACHING COMMITTEE – REVISED MEMBERSHIP

Considered  
the recommendation within the report. (A copy is filed in the Minute Book, ref. SEN12D027 )

RESOLVED

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### 42. LEARNING AND TEACHING COMMITTEE

Received

a round-up report of the meetings of the Committee held on 20 March and 15 May 2013. (A copy is filed in the Minute Book, ref. SEN12D028)

### 43. REPORT FROM THE ASSEMBLY

Received

a report from the Assembly meeting from its meeting on 5 June 2013. (A copy is filed in the Minute Book, ref. SEN12D029)

### 44. ITEMS FOR REPORT

Received

the items for report. (A copy is filed in the Minute Book, ref. SEN12D030)

- (1) Heads of Schools for 2013/14
- (2) Union of UEA Students – Election 2012/13 Results
- (3) Graduate Students' Association – Committee Details

### 45. DATES OF MEETINGS IN 2013/14

Reported

that the dates of the Senate meetings had been confirmed as:

Wednesday 6 November 2013 – 2pm  
Wednesday 15 January 2014(if nec) – 2pm  
Wednesday 19 February 2013 – 2pm  
Wednesday 11 June 2014 – 2pm