

SEN13D019

**Title:** Senate Committees: Membership

Circulation: The Senate – 11 June 2014

Agenda: SEN13A003

Status: Open

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To report

- (1) that Senate has the following Committees and Sub-Committees:
  - a) Learning and Teaching Committee
    - Student Experience Committee
      - Travel and Expeditions Committee
      - Student Affairs Group
    - Postgraduate Research Executive
    - Faculty Learning and Teaching Quality Committees
  - b) Senate Student Discipline Committee
  - c) Senate Student Discipline Appeals Committee
  - d) Honorary Degrees and Awards Committee
  - e) University Campus Suffolk Joint Academic Committee
  - f) University Promotions Committee
    - Faculty Promotions Committees
  
- (2) that the terms of office of the following persons expire on 31 July 2013.

Honorary Degrees and Appointments Committee  
Professor C.W.E. Bigsby

Senate Student Discipline Committee  
Dr E Priyadharshini  
Professor A Johnston  
Dr G Wheeler  
Dr S Dell
  
- (3) that nominees are being sought for the two above committees and the Senate Student Disciplinary Appeals Committee.
  
- (4) the membership and changes to membership of the following Committees and Sub Committees as detailed below:
  - (i) changes to the membership of the Learning and Teaching Committee, Student Experience Committee and Student Affairs Group following the creation of a new postgraduate education sabbatical officer role.
  
  - (ii) the inclusion of the Academic Director (Learning and Teaching Enhancement) as a member of the Learning and Teaching Committee

- (1) Learning and Teaching Committee  
The Pro-Vice-Chancellor (Academic) (Chair)  
Academic Director of Taught Programmes  
Academic Director of Learning and Teaching Enhancement (new post)  
Academic Director of Postgraduate Research Degree Programmes  
Academic Director of Partnerships  
Head of Staff Development  
Director of the Learning and Teaching Service  
Director of the Research and Enterprise Service  
Director of Information Services  
Director of Library Services  
Dean of Students  
Chair (Associate Dean) of the Learning, Teaching and Quality Committee of each Faculty  
The Undergraduate Education Officer of the Union of UEA Students  
The Postgraduate Education Officer of the Union of UEA Students (new post)  
UCS representative: Prof P Cavenagh  
City College Norwich Representative Mr J. White  
One member nominated by the Students' Council  
One graduate student nominated by the Graduate Students' Association (previously two)

Secretary Ms M Pavey (Learning & Teaching Services)

- (2) Postgraduate Research Executive  
Pro-Vice-Chancellor (Academic) (Chair)  
Academic Director of Postgraduate Research Degree Programmes  
Associate Dean for Postgraduate Research of each Faculty  
Chair of the Graduate Studies Committee, John Innes Centre  
President of the Graduate Students' Association / Postgraduate Education Officer of the Union of UEA Students  
Director of the Research and Enterprise Service  
Director of Admissions, Recruitment and Marketing  
Head of Postgraduate Research Service (Secretary)

- (3) Student Experience Committee:  
Pro-Vice-Chancellor (Academic) (Chair)  
The Dean of Students  
Director of the Learning and Teaching Services  
Academic Director of Taught Programmes  
Academic Director of Postgraduate Research Degree Programmes  
Director of Information Services or nominee  
Director of Estates and Buildings  
Director of Planning  
The Undergraduate Education Officer of the Union of UEA Students  
The Postgraduate Education Officer of the Union of UEA Students  
Community and Student Rights Officer of the Union of UEA Students  
International Officer of the Union of UEA Students  
President of the Graduate Students' Association  
Independent Member of Council  
A representative of each Faculty nominated by the Dean of each Faculty  
Learning and Teaching Committee Manager (Secretary)

- (4) Students Affairs Group – Sub-Committee of the Student Experience Committee:  
Dean of Students (Chair)  
The Deputy Dean of Students (Vice-Chair)  
The Director of Physical Education and Sport  
The Director of the University Counselling Service  
The Director of the Careers Centre  
The Director of Estates  
The University Health Physician  
The Head of International Student Advisory Services  
The Undergraduate Education Officer of the Union of UEA Students  
The Postgraduate Education Officer of the Union of UEA Students

The Community and Student Rights Officer of the Union of UEA Students  
The President of the Graduate Students' Association  
Chaplaincy Representative  
Information Services Directorate Representative  
Union of UEA General Manager  
Student Services Manager (Secretary)  
Learning and Teaching Services representative  
PGR Services representative  
Academic Director of Taught Programmes  
Academic Director of PGR Programmes

(5) Travel and Expeditions Committee - Sub-Committee of the Student Experience Committee:

The Pro-Vice-Chancellor (Academic)  
The Dean of Students  
The Finance Officer of the Union of UEA Students  
Four members appointed by the Student Experience Committee (one of whom shall be Chair) drawn from across the institution with a particular interest in and experience of expeditions and/or overseas travel  
Dr R. Boar (Chair)  
Dr G. Mutungi  
Dr J. Pattenden  
Dr V. Sekules  
Four student members appointed by the Students' Council, one from each Faculty and, ideally, including at least one undergraduate and one postgraduate student

The Sub-Committee may co-opt member(s) if additional expertise and/or experience is required

Secretary Dean of Students' Office representative

(6) Faculty Learning and Teaching Quality Committee(s)

Ex-officio  
The Associate Dean (Learning, Teaching and Quality) (Chair)  
The School Directors of Learning, Teaching and Quality\*  
Faculty Learning, Teaching and Quality portfolio holders as designated by the Faculty Executive  
The Academic Officer of the Union of UEA Students

One undergraduate representative appointed by the Union Council following campus-wide election. The undergraduate representative shall therefore normally be the elected Faculty Convenor.

One postgraduate representative as appointed by the Union Council

Secretary LTS Manager or Co-coordinator appointed by Director of Learning & Teaching Service

\* Where the Faculty Associate Dean of Learning, Teaching and Quality is also a School Director of Learning, Teaching and Quality, the School may nominate another relevant member of staff to take the place of the School Director.

(7) University Promotions Committee:

Ex officio  
The Vice-Chancellor (Chair)  
The Pro-Vice-Chancellors  
The Executive Deans of Faculty  
Director of Human Resources (Secretary)

(8) Faculty Promotions Committee(s):

Ex officio  
The Executive Dean of the Faculty– (Chair)  
The Heads of Schools of the Faculty  
The Human Resources Manager (Secretary)

- (9) The Joint Academic Committee for University Campus Suffolk  
Membership is as follows:

Appointed by the University of East Anglia:

Ex officio:

Pro-Vice-Chancellor Academic (or Nominee) (Joint Chair)

Director of Learning and Teaching Services (or Nominee)

Academic Director of Partnerships (or Nominee)

Three members appointed by the Senate

Appointed by the University of Essex:

Ex officio:

Dean of Academic Partnerships (Joint Chair)

Academic Registrar (or Nominee)

Deputy Academic Registrar (Academic Standards and Partnerships) (or Nominee)

Three members appointed by the Senate

Appointed by University Campus Suffolk:

Ex officio:

Provost

Deputy Provost (External Relations and Development)

Deputy Provost (Finance and Resources)

Director of the Office of Academic Development

Academic Registrar and Director of Academic Services

UCS Director of Planning and Partnerships

UCS Head of Academic Partnerships and Support

UCS Head of Quality Enhancement

Head of the Graduate School

Head of School of Applied Social Sciences

Head of School of Arts and Humanities

Head of School of Business, Leadership and Enterprise

Head of School of Science Technology and Health

Head of School of Nursing and Midwifery

Appointed by the UCS Learning Network Centres:

One senior representative from each Centre:

- UCS Great Yarmouth
- UCS Lowestoft
- UCS Otley
- UCS at Suffolk New College
- UCS Bury St Edmunds

President (Education and Engagement), UCS Union

Secretary to JAC - a senior administrator nominated by the UEA Director of University Services (or Nominee) and the Essex Academic Registrar.