

SEN14D030

Title: Senate Committees: Membership
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Circulation: Senate – 10 June 2015
Agenda: SEN14A004
Version: Final
Status: Open

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 Promotions Committee
 - Faculty Promotions Committees
 - f) University Campus Suffolk Joint Academic Committee
- (2) that vacancies still exist and nominees are being sought for
 - Honorary Degrees and Awards committee
 - Senate Student Disciplinary Committee.
 - Senate Student Disciplinary Appeals Committee.
- (3) the membership and changes to membership of the following Committees and Sub Committees as detailed below:
 - a) Learning and Teaching Committee

The Pro-Vice-Chancellor (Academic) (Chair)
Academic Director of Taught Programmes
Academic Director of Learning and Teaching Enhancement
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
Welfare, Community and Diversity Officer of the Union of UEA Students
One student member nominated by the Students' Council
UCS representative: Prof P Cavenagh
City College Norwich Representative Mr J. White

Secretary Ms M Pavey (Learning & Teaching Services)

- b) Postgraduate Research Executive
 Pro-Vice-Chancellor (Research and Enterprise) (Chair)
 Academic Director of Research Degree Programmes
 Associate Dean for Postgraduate Research of each Faculty
 Chair of the Norwich Bioscience Institutes Graduate School Executive
 Postgraduate Education Officer of the Union of UEA Students
 Director of the Research and Enterprise Division
 Director of Admissions, Recruitment and Marketing
 Head of Postgraduate Research Service (Secretary)
- c) 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 Learning and Teaching Enhancement
 Academic Director of Postgraduate Research Degree Programmes
 Director of Information Services or nominee
 Director of Estates and Buildings
 Director of Planning
 Undergraduate Education Officer of the Union of UEA Students
 Postgraduate Education Officer of the Union of UEA Students
 Activities and Opportunities Officer of the Union of UEA Students
 Welfare, Community and Diversity Officer of the Union of UEA Students
 Campaigns and Democracy Officer of the Union of UEA Students
 Independent Member of Council
 A representative of each Faculty nominated by the Dean of each Faculty
 Learning and Teaching Committee Manager (Secretary)
- d) 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
 Welfare, Community and Diversity Officer of the Union of UEA Students

 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
- e) 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

f) 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.

g) Senate Student Discipline Committee

Committee Membership: Committee Chair, 4-5 members per Faculty plus four Panel Chairs plus a student member nominated by the Union of UEA Students or by the Graduate Students' Association.

Note: Whilst formally constituted as a Committee the work of the Committee is undertaken by SSDC panels. The SSDC Chair plus four other named, and trained, members are able to chair SSDC panels which sit in a particular mode determined by the nature of the alleged offence. The mode of the panel hearing determines the number of members sitting on the panel and whether a student member or external member is required. Student members are nominated by the Union of UEA Students or by the Graduate Students' Association having regard to the Senate Student Discipline Panel in question. External members are required for hearings concerned with professionalism and are drawn from the relevant profession.

Chair - Professor Nigel Norris (2016)

Members of the Senate Student Discipline Committee, who may chair a Senate Student Discipline Panel:

Mrs Rosie Doy (2017)

Dr Nalini Boodhoo (2017)

Professor Gillian Schofield (2017)

Professor Ian Dewing (2018)

Other Members

HUM

Dr Sanna Inthorn (2017)

Dr Rachael McLennan (2017)

Professor Andreas Musolff (2017)

Dr Emma Long (2017)

Dr Gabrina Pounds (2017)

Dr Jeremy Noel-Todd (2017)

Dr Clive Matthews (2017)

FMH

Ms Maggie Quinn (2018)

5 vacancies

SCI

Professor David Wright (2016)

Professor Dylan Edwards (2016)

4 vacancies

SSF

Duncan Watson (2017)
Mrs Sarah Allen (2017)
Dr Rebecca Westrup (2017)
Professor Duncan Sheehan (2017)
Dr Polly Morgan (2018)
Dr Maren Duvendack (2018)

h) Senate Student Discipline Appeals Committee

Chair – Professor Nicola Spalding (2017)

Two academic representatives from each Faculty. (*Note: The expectation is that all SSDAC members will have all served a minimum of 3 years on the SSDC.*)

Professor Cathie Carmichael (2017)
Professor John Street (2017)
Mr Rupert Wood (2017)
Dr Paul Hammerton (2017)
Dr Mette Mogensen (2017)
Dr Sue Long (2017)

1 vacancy - SSF

1 vacancy - FMH

One student member: nominated by the Union of UEA Students or by the Graduate Students' Association) having regard to the Senate Student Discipline Appeals Committee in question.

i) Honorary Degrees and Awards Committee

Chair – a member of the UEA professoriate

One academic representative from each of the four Faculties nominated by the relevant Faculty Executive and who should not be the Dean

- Professor Dylan Edwards (SCI) (2017)
- Professor James Gazzard (FMH) (2017)
- Professor Lyndsey Stonebridge (2018)
- Professor Gareth Thomas (SSF) (2018)

Two members nominated by Senate from its own membership - tbc

Up to two members co-opted by the Chair as required

Welfare, Community and Diversity Officer of the Union of UEA Students

Director of Development and Campaigns

Assistant Head of Alumni, Conferences and Events

Secretary – a member of staff from the Planning Office

j) University Promotions Committee:

Ex officio

The Vice-Chancellor (Chair)

The Pro-Vice-Chancellors

The Executive Deans of Faculty

Director of Human Resources (Secretary)

k) 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)

- l) 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) Professor Ian Dewing

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.