

THE SENATE



Minutes of the meeting held on 9 November 2016

Present: The Vice-Chancellor (Professor D.J. Richardson) (in the Chair), Pro-Vice-Chancellor (Professor F. Lettice), the Executive Deans of Faculty (Professor J. Collier, Professor D. Edwards and Professor Y. Tasker), Heads of Schools (Professor P. Dobson, and Professor M. Searcey), Academic Representatives (Dr H. Adcock, Professor K. Coventry, Dr R. Denison, Dr R. Gray, Professor M. Frenneaux, Dr D. Nowell-Smith, Dr K. Schaller, Dr J. Turner, Dr K. Walker and Dr D. Watson), Director of Information Services (Mr J. Colam-French), Director of Student Services (Dr C.J. Sharp), Ms C. Peasgood (CCN Representative) and the Student Representatives except for business marked ** (Mr T. Antoniou-Phillips, and Ms J. Swo).

With: The Registrar and Secretary (Mr B. J. Summers), The Academic Director of Taught Programmes (Dr C. Matthews), Academic Director of Learning and Teaching Enhancement (Mrs H. Gillespie), Academic Director of Pg Research Degree Programmes (Dr N. Watmough), Academic Director of Partnerships (Professor I. Dewing), Academic Director of Admissions (Professor R. Harvey), Head of Admissions (Ms A. Delany) for minute *4, Head of the Business Intelligence Unit (Dr Garrick Fincham) for Minute *4, Director of Student and Academic Services (Dr A Blanchflower), Assistant Registrar (Mrs L. Williams) and Senior Administrative Assistant (Mrs R. Phillips).

Apologies: Pro-Vice-Chancellor (Professor N. Ward), Executive Deans of Faculty (Professor P. Gilmartin), Heads of Schools (Professor L. Marsden), Academic Representatives (Professor D. Andrews, Professor S. Church, Dr A. Avila-Merino, Dr L. Biggart, Dr T. Smith) and Student representative (Ms M. Colledge).

1. MINUTES

Confirmed

the Minutes of the meeting held on 8 June 2016.

2. CONFIRMATION OF CHAIR'S ACTION

Confirmed

Chair's action taken since the last meeting of Senate on 8 June 2016:

1. Emeritus Professorship for Professor David Russell in 2016.
2. The appointment of Emma Sutton as the University Disciplinary Officer, with effect from 1 October 2016, following an internal recruitment and selection exercise. The appointment ends on 30 September 2019.
3. Recommendations from the Learning and Teaching Committee which required Chair's action (A copy is filed in the Minute Book, ref. SEN16D001)

3. STATEMENTS BY THE VICE-CHANCELLOR

The Vice Chancellor

SEN16M001 - OPEN

SEN-M2
09.11.2016
Min. 3

- (1) welcomed new members to their first meeting of Senate and reminded everyone of the role Senate plays in the governance of the University. He drew attention to the second annual report from Senate to Council in Section C.
- (2) announced that approval had been given by South Norfolk Council to the relocation of Norwich RUFC to the University campus and the associated development of the UEA sports pitches at Colney Lane.

*4. UNIVERSITY PERFORMANCE

This minute is confidential and attached as a separate sheet.

5. ENTERPRISE

Considered

the academic performance of the University in relation to enterprise. A report from the Pro Vice Chancellor, Professor Fiona Lettice and the Director of Research and Enterprise Division, Helen Lewis is attached. (A copy is filed in the Minute Book, ref. SEN16D007)

(Senate noted that enterprise activities help to deliver the UEA Plan, enhance the University's reputation, address our global challenges, provide REF impact case studies and that student enterprise supported employability initiatives. A structure was in place to support enterprise activity and improvements were evident in the key enterprise performance indicators. The work undertaken highlighted where there was scope to improve University performance and Senate was content that the structures in place and the new focus being placed on enterprise activities would realise success in due course.)

6. EMPLOYABILITY

Reported

that in June 2016 Senate resolved that improving employability had to be a key University priority for 2016/17 and as such there should be an employability update at each meeting of Senate in 2016/17.

Considered

a report from the Director of Research and Enterprise Division, Helen Lewis, and the Head of the Careers Service, James Goodwin. (A copy is filed in the Minute Book, ref. SEN16D008)

(Senate noted the findings of the 2016 Call campaign, the recruitment and opportunities fair and the DHLE consultation. The call campaign had been successful in enabling us to support some graduates into employment and in generating useful information. Senate were supportive of the proposal to re-run it in 2017. Senate was also pleased to see an increase in PGR attendance at the Recruitment and Opportunities Fair whilst noting the engagement was lower for this group than for other types of student.

In addition Senate noted that data collected from students at the start of the year was yielding useful information on the predicament and thoughts of students in relation to employment and careers and so helping to tailor approaches. It was considered critical to success to find ways of engaging the "unfocussed searching" and

“struggling/inactive” categories rather than focus activities on those already engaged and this new data set would enable action to be taken within the academic year. The Head of the Careers Service reported on a genuine sense of momentum in Schools as they addressed their graduate prospects performance indicators.

Senate noted that any kind of work experience was beneficial to students’ employment prospects and that the progress of those students who did a UEA Award was being tracked and their experiences used to promote the scheme.

Reports on employability performance from SCI and SSF would come to the next meeting of Senate, and HUM and FMH would present at the following meeting. Student engagement with the Careers Service would also be presented in January and a Careers Service update would be presented in June 2017).

7. UEA RESEARCH ETHICS POLICY

Reported

- (1) that the Senate approved the current UEA Research Ethics Policy on 15th June 2011.
- (2) that the University Ethics Committee, chaired by Professor Nigel Norris, undertook a review in view of the changes in the research environment, and taking into account new legislation and the requirements of funders and sponsors.

Considered

a revised and updated University Research Ethics policy recommended by the University’s Research Executive. (A copy is filed in the Minute Book, ref. SEN16D009).

RESOLVED

*8. UEA RESEARCH INTEGRITY REPORT 2015/16

Considered

a report summarizing UEA’s activities undertaken to support and strengthen understanding and application of research integrity issues in the period 1st August 2015 to 31st July 2016 which includes a high-level statement on any formal investigations of research misconduct that have been undertaken (A copy is filed in the Minute Book, ref. SEN16D010)

Recommended

that assurances be given to Council on the activities undertaken to support and strengthen understanding and application of research integrity issues across UEA; that the processes in place for dealing with allegations of misconduct in research are transparent, robust and fair and continue to be appropriate for UEA’s needs; the very small number (2) of formal investigations of research misconduct undertaken mean that it is not possible to identify any trends and further analysis is not warranted.

RESOLVED

SEN16M001 - OPEN

SEN-M4
09.11.2016
Min. 9

9. ANNUAL REPORT FROM SENATE TO COUNCIL

Received

the confidential 2015/16 report from Senate to Council. (A copy is filed in the Minute Book, ref. SEN16D011).

10. THE SENATE 2016/17

Received

(1) the Senate – Membership. (A copy is filed in the Minute Book, ref. SEN16D012).
(2) the Senate - Standing Orders (A copy is filed in the Minute Book, ref. SEN16D013).

11. RESERVED AREAS OF BUSINESS AND CONFIDENTIALITY

Received

statements of the University's policies on reserved areas of business and confidentiality. (A copy is filed in the Minute Book, ref. SEN16D014).

12. LEARNING AND TEACHING COMMITTEE

Received

a round up report from the Learning and Teaching Committee from it's meeting on 22 June 2016 and 6 July 2016. SEN16D015

13. DATES OF MEETINGS IN 2016-2017

Reported

that the remaining dates for meetings in 2016-2017 were:

Wednesday 11 January 2017
Wednesday 1 March 2017
Wednesday 7 June 2017

14. DATE OF NEXT MEETING

Reported

that the next meeting of the Senate is scheduled for Wednesday 11 January 2017.