

THE SENATE



Minutes of the meeting held on 26 February 2020

Present: The Vice-Chancellor (Professor D.J. Richardson) (in the Chair), Pro-Vice-Chancellor (Professor F. Lettice and Professor N. Ward), the Faculty Pro-Vice-Executive (Professor S. Barrow, Professor F. Bowen, and Professor D. Edwards), Heads of Schools (Professor K. Hiscock, Professor W. Fraser and Professor L. Marsden), Academic Representatives (Dr H. Adcock, Dr A. Anka, Professor N. Boodhoo, Dr J. Kirby, Professor G. Parr, Professor A. Stephan, and Professor S. Watts), Director of Student Services (Dr C.J. Sharp), Ms C. Peasgood (CCN Representative) and the Student Representatives except for business marked ** (Mr C. Perry, Mr M. Marko and Ms A. Perez).

With: The Chief Resource Officer and University Secretary (Mr I. Callaghan), The Chief Operation Officer (Mrs J. Baxter), The Academic Director of Taught Programmes (Professor E. Sutton), Academic Director of Widening Participation (Professor H. Gillespie), Academic Director of UEA Doctoral College (Professor A. Grant), Academic Director of Admissions (Professor R. Harvey), Academic Director of Employability (Dr M. Aldrich), Director of Student and Academic Services (Dr A Blanchflower), UEA Council members Jeremy Clayton and Professor Ratula Chakraborty, and with Jon Carter and Julia Sheldrake for items 21 and 22, Garrick Fincham for items 23 and 24 and Rebecca Price for item 23.

18. MINUTES

Confirmed

the minutes of the meeting held on 6 November 2019.

Considered

A report from the Vice Chancellor regarding Senate's decision that there should be a civic event in the Spring to engage wider stakeholders in the development of the new UEA Plan. The Vice Chancellor reported on the University's engagement with local authorities on an individual basis since the last meeting which was creating a positive environment for the new UEA Plan. In light of this experience, the Vice Chancellor sought Senate's support in pursuing this objective now via smaller bespoke activities with local authorities rather than holding a single large civic event.

RESOLVED

to support this proposal.

19. STATEMENTS BY THE VICE-CHANCELLOR

- (1) The Aurora EU bid has been submitted. A summary of the bid will be hosted on the Senate Blackboard site.
- (2) The situation remained uncertain as regards the Government's strategy for higher education. A new minister, Michele Donelan, has been appointed to a narrower Universities portfolio with research and innovation now the responsibility of another minister. Nationally, it was considered that universities

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needed to be alert to developments with the Augar Review, potential student number caps, reductions in maximum fee levels, differential fees, and the value for money agenda.

- (3) The VC is chairing a UUK national advisory group on racial harassment established following the EHRC report and as a follow up to the Changing the Culture work. The group's work will be published in June and the recommendations implemented thereafter. The OfS had commenced a consultation exercise on harassment and sexual misconduct setting out expectations they were expecting Universities to follow. With the local environment in Norwich having a significant impact on students the University has both a Councillors' Liaison Group involving local counsellors for wards with significant student populations and a Changing the Culture Implementation Group which includes representation from the Police, Norwich City Council and relevant local charities.
- (4) The industrial action by UCU was on-going. The dispute focussed on pay and conditions and also on pensions. The Vice Chancellor reassured Senate that everything possible was being done to protect students learning outcomes. He expressed his commitment to address the issues raised that were within his control whilst advocating for flexibility on both sides so a resolution could be achieved on those things that had to be agreed at a national level. Senate was reminded that UEA had become a living wage employer last year, which had increased staff costs. The pension dispute was complicated by the involvement of USS Trustees and the Pension's regulator. But Senate was informed that talks were progressing positively on all fronts.

20. DECLARATIONS OF CONFLICTS OF INTEREST

None received

21 CORONAVIRUS – COVID 19

Considered

an update from the Chief Resource Officer, Ian Callaghan.

(Senate was updated on actions taken so far including the circulation of advice

- from Public Health England and the Foreign and Commonwealth Office
- for those who had travelled in an area of Northern Italy currently experiencing an outbreak
- for students on how they could self-isolate when living in a shared house
- Promoted good hygiene in respect of coughs, sneezes and also good hand hygiene.
- Guidance to students who had experienced incidences of racial harassment on campus and in the community has

During discussion Senate noted

- UEA cleaning staff have been asked to be vigilant in refilling soap dispensers
- a number of alcohol sanitisers have been installed across campus
- a PPL trip to Italy has been cancelled
- some MED electives have been cancelled
- that we should plan for numbers of students being unwell, or self-isolating during the summer exam period
- that consideration needed to be given to how to we best support students who are on placement, many of whom were on placement in the NHS).

*21. UNIVERSITY RESEARCH PERFORMANCE

This minute is confidential and attached as a separate sheet.

*22. INNOVATION

This minute is confidential and attached as a separate sheet.

*23. STUDENT RETENTION

This minute is confidential and attached as a separate sheet.

*24. STUDENT ENGAGEMENT SURVEY OUTCOMES

This minute is confidential and attached as a separate sheet.

25. ACCESS AND PARTICIPATION PLAN

Considered

- (1) a report from Professor Helena Gillespie on UEA's response to the requirements for monitoring of Access and Participation set by Office for Students. (A copy is filed in the Minute Book, ref. SEN19D024)
- (2) the targets outlined in the discussion section
- (3) the action being taken to meet the obligations of the plan
- (4) when an update on the progress is required

(Senate noted that the targets were stretching, and Schools would need support and advice to achieve them. Changes in the 16-18 curriculum and so the education students had prior to arriving at UEA was already having an impact in CMP and LAW. The promotion of inclusive pedagogies and assessment was considered crucial. A sense of belonging and the importance of the interplay between academic and non-academic aspects of being a student were also critical to student success.)

RESOLVED

- (1) to approve the targets
- (2) to support the action being taken
- (3) to receive updates as data became available.

26. VICE-CHANCELLOR'S TASK FORCE ON MENTAL HELTH AND WELLBEING

Considered

a progress report on the work of the taskforce from Dr Jon Sharp Director of Student Services (A copy is filed in the Minute Book, ref. SEN19D025)
(Senate noted the progress made with the 16 projects and acknowledged the strong partnership working with students which was helping the University develop a strong national profile for its work in this area.)

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27. UEA PLAN 2020-2025

Considered

a presentation on the activities associated with and the development of the UEA Plan from Chief Operating Officer, Jenny Baxter

(Senate was reminded of the changing environment in which the Plan was being developed and respond to, including: the general election, Brexit, concerns around climate and biodiversity, the demographic dip, the needs of new generations of students, research funding opportunities, new partnerships, new City vision and the coronavirus. Financially, the University had to respond to an OfS proposal for a 5% cut in teaching grant in addition to the challenges in recruitment and the financing of the capital plan designed to improve the working environment for staff and students. The work on establishing a set of UEA values was nearly complete. A series of Big Shift Days had been held to consider priority areas and how they might be tackled, the themes were: global, research, employability, staff, student, learning and teaching and sustainability. In discussion Senate noted the distinctiveness that being part of the NRP brought to UEA. The first section of the plan, on student success, would be going to Council in March with other sections following with a view to finalising the plan in June.

Senate was also reminded of the work that was already underway to enhance and improve the experiences of staff and students from ideas generated by the "Fixing the Basics" exercise).

28. HONORARY DEGREES AND AWARDS COMMITTEE MEMBERSHIP

Reported

- (1) that the membership of the Honorary Degrees and Awards Committee (HDAC) included two members nominated by Senate from its own membership which is currently Professor Richard Hand (2020) and Professor Kay Yeoman (2022).
- (2) the membership of Professor Richard Hand will end on 31 July 2020;
- (3) that the current membership was:

Member of the UEA Professoriate (Chair) - The Vice-Chancellor (Professor D. Richardson)

One Academic Representative From each of the four Faculties nominated by the relevant Faculty Executive, and who should not be the PVC:

- HUM – Dr Roger Baines (2021)
- FMH – Dr Kelly Walker (2022)
- SCI – Professor Maria O'Connell (2022)
- SSF – Professor David Mead (2021)

Two members of nominated by the Senate from its own membership:

- Professor Richard Hand (2020)
- Professor Key Yeoman (2022)

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

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The Activities and Opportunities officer of the Union of UEA Students -
Ms Alicia Perez
The Director of Development - Mr David Ellis
Assistant Head of Alumni, Conferences and Events - Ms Maresa
Padmore
Secretary - Assistant Registrar (Ms Lisa Williams)

- (1) that Professor Richard Hand's membership of Senate ended summer 2020;
- (2) therefore, members of Senate were invited to nominate one fellow member to serve on this Committee, for up to a three-year period or until their membership of Senate ends.
- (6) It is proposed that nominations were lodged with the Chief Resource Officer and University Secretary in writing no later than **5pm, Tuesday 19th May 2020** and should state that the consent of the nominee had been obtained. Members of Senate were asked **to use the nomination form on the Blackboard site**. If more than one nomination was received members would be invited to consider the nominations at the next meeting.

*29. UNIVERSITY QUALITY ASSURANCE

This minute is confidential and attached as a separate sheet.

30. APPEALS AND COMPLAINTS

Received

a copy of the report and review of statistics on Stage 1 and 2 Academic and Non-Academic Appeals and Complaints and OIA Cases (Academic Year 2018/19 as presented to LTC in November 2019 (LTC19D047). (A copy is filed in the Minute Book, ref. SEN19D027)

31. LEARNING AND TEACHING COMMITTEE

Received

a round up report from the Learning and Teaching Committee from its meeting on 27 November 2019. (A copy is filed in the Minute Book, ref. SEN19D028)

32. OFFICE FOR STUDENTS ANNUAL REVIEW: ENGLISH HIGHER EDUCATION 2019

Received

their annual review annual review which sets out their assessment of the current state of English higher education and reflects on the OfS's progress to date in implementing a new regulatory approach which places students at its heart. (A copy is filed in the Minute Book, ref. SEN19D029)

33. DATE OF NEXT MEETING

Reported

that the next meeting of the Senate was scheduled for Wednesday 3 June 2020.