



University of Essex

Committees of Senate

University of Essex, Academic
Registrar's Office, Academic Section

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Committees of the Senate

Education Committee

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Education): Professor Madeline Eacott (*Chair*)

Dean of Partnerships: Professor Dominic Micklewright

Dean of Postgraduate Research and Education: Professor Sanja Bahun

Deputy Dean (Education) (Humanities): Dr Ilaria Boncori

Deputy Dean (Education) (Science and Health): Dr Murray Griffin

Deputy Dean (Education) (Social Sciences): Professor Natasha Lindstaedt

An academic member of staff from the Faculty of Humanities (nominated by the Executive Dean of Faculty of Humanities): Dr Edward Mitchell

An academic member of staff from the Faculty of Social Sciences (nominated by the Executive Dean of Faculty of Social Sciences): Professor Peter Bloom

An academic member of staff from the Faculty of Science and Health (nominated by the Executive Dean of Faculty of Science and Health): Professor Chris Saker

Director of Organisational Development, People and Culture: Dr Jo Andrews

University Librarian and Director of Library Services: Cathy Walsh

Academic Registrar: Richard Stock

Director of Academic Services: Dr Jill Holliday

Director of Student Life: Rachel Lucas

President, Students' Union: Molly Purcell

Vice-President (Education), Students' Union: Mark Kiley

Faculty Convenors:

Humanities: Lauren Young

Science and Health: Nathan Edwards

Social Sciences: Ej-Francis Caris-Hamer

A Postgraduate Research Student: James Tague Junior

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Five times per year

TERMS OF REFERENCE

To be responsible for the development and recommendation for approval by the Senate of the University's Education Strategy, having due regard for issues of equality and diversity, and for oversight and monitoring of the effective implementation of the strategy, including the provision of an annual report to the Senate on strategy implementation;

To receive reports from the Faculty Education Committees and Partnerships Education Committee, including regular reports on the delivery and implementation of the Education Strategy at Faculty and Departmental level and across collaborative partnerships;

To consider relevant issues related to all aspects of Education policy and practice across all University awards and to make recommendations to the Senate as appropriate;

To maintain oversight of the quality of the student experience in the broadest sense, including the monitoring of internal and external student satisfaction survey outcomes, oversight of action plans resulting from surveys and to receive termly reports from the Student Experience Committee and other relevant groups;

To be responsible for the University's overall policies and procedures for research degree programmes, and to make recommendations to the Senate as appropriate;

To develop and recommend to the Senate University policy regarding the admission of students;

To consider and propose recommendations on the standard rules for progression, degree classification and award for all University programmes of study, including significant variations to the rules, and to make recommendations for approval by the Senate;

To receive reports on variations to the standard rules of progression, degree classification and award for the specific courses and modules which have been granted through delegated authority and in line with University policy;

To develop and recommend to the Senate policies and procedures for maintaining the academic quality and standards of the University's educational provision, and to ensure the systematic enhancement of academic quality and the student experience, and ensure the effective implementation of the policies approved by the Senate;

To be responsible for the institutional oversight of major external quality assurance audits and reviews;

To consider and monitor relevant issues relating to student access, transition, engagement, retention, progression and success;

To monitor the implementation of specific Education initiatives funded by external or internal grants, and to act as an advisory body for professional development activity in Education practice, including receiving reports on specific initiatives in professional development;

To consider and recommend to the Senate proposals for the establishment of new types of award of the University;

Under delegated authority from the Senate, to approve proposals for the introduction, review and discontinuation of all University programmes of study;

To appoint the Chair of the Academic Quality and Standards Committee from within the membership of the Academic Quality and Standards Committee;

To report after each meeting to the Senate on relevant aspects of the Committee's areas of responsibilities and the work of its Committees, specifically:

- Faculty Education Committee (Humanities)
- Faculty Education Committee (Science and Health)
- Faculty Education Committee (Social Sciences)
- Partnerships Education Committee
- Academic Standards and Quality Committee
- Student Experience Committee
- University of Essex International College Joint Academic Board

Academic Quality and Standards Committee

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster
Pro-Vice-Chancellor (Education): Professor Madeline Eacott
Deputy Dean (Education) (Humanities): Dr Ilaria Boncori
Deputy Dean (Education) (Science and Health): Dr Murray Griffin (*Chair*)
Deputy Dean (Education) (Social Sciences): Professor Natasha Lindstaedt (*Deputy Chair*)
Dean of Partnerships or nominee: Professor Nancy Kula
Dean of Postgraduate Research and Education (or nominee): Annecy Lax
Deputy Director of Academic Services (Quality and Development): Claire Nixon
Assistant Director of Human Resources or nominee: Paul Smart
One member of the Senate elected by academic members of the Senate for a 3 year term:
Professor Katharine Cockin

The Chair and Deputy Chair are appointed by the Education Committee from within the membership of Academic Quality and Standards Committee

Co-Opted

Education Manager, Students' Union: Chris Jakens
Faculty Convenors:
Humanities: Lauren Young
Science and Health: Nathan Edwards
Social Sciences: Ej-Francis Caris-Hamer
One Students' Union Sabbatical Officer (to be nominated by the Students' Union): To be confirmed
Postgraduate Convenor: James Tague Junior

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Six times per year

TERMS OF REFERENCE

To support the development and maintenance of the University's policies and procedures for assuring academic quality and standards, and enhancing academic quality and the student experience, with due regard for issues of equality and diversity, including determining and shaping policy and procedures for the development, validation, monitoring, periodic review and termination of all University programmes of study and regarding admissions policy and entry tariff;

On behalf of the Education Committee, to approve as appropriate proposals and recommendations from the Faculty Education Committees and Partnerships Education Committee to revalidate (after Periodic Review) and discontinue programmes of study and to report all decisions to the Education Committee;

As appropriate and on behalf of the Education Committee, to approve proposals and recommendations to establish programmes of study, or to receive report on programmes of study approved through delegated authority in line with University policy, and to report all decisions to the Education Committee;

On behalf of the Education Committee, to approve as appropriate proposals and recommendations to establish, revalidate (after Periodic Review) and discontinue University-wide skills provision and to report all decisions to the Education Committee;

On behalf of the Education Committee, to approve, monitor and review all University of Essex awards offered by the University's partner institutions (except those that fall within the remit of the Joint Academic Committee for the University of Suffolk); and to make recommendations to the Education Committee and to partner institutions on best practice and on the enhancement of the quality of collaborative education;

To ensure that quality assurance and enhancement policy and practice meets the requirements and needs of all University validated provision and of external agencies, and to make recommendations to the Education Committee as appropriate;

To assess the overall effectiveness of the policies and procedures for assuring academic quality and standards, and enhancing academic quality and the student experience in supporting the University's Education Strategy, with a focus on:

- curriculum renewal, development and innovation;
- student retention, progression and attainment and the impact of entry tariff and admissions policy;
- graduate employability;
- student survey outcomes and student feedback; and
- External Examiner and professional, accrediting and statutory body reports, receiving regular reports from the Deputy Deans (Education), the Dean of Partnerships (or nominee) and the Dean of Postgraduate Research and Education (or nominee);

To monitor and assess the impact of the work of the Office of the Independent Adjudicator and to make recommendations as appropriate to the Education Committee;

To receive an annual report on academic appeals, academic complaints and academic offences in order to identify emerging issues and trends relating to academic quality and standards and to recommend action as appropriate to the Education Committee;

To consider documents from external bodies, specifically but not exclusively the Quality Assurance Agency (QAA), concerning academic quality and standards issues and the implications for provision leading to University of Essex awards and to co-ordinate a University-level response where required;

On behalf of the Education Committee and related to all University awards, to ensure that the University identifies and disseminates systematically examples of good practice in Education, to oversee the conduct and development of sound pedagogic practice and to advise the Education Committee accordingly;

To report after each meeting to the Education Committee on relevant matters of policy and practice related to all University awards.

Faculty Education Committee (Humanities)

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster
Pro-Vice-Chancellor (Education): Professor Madeline Eacott
Executive Dean: Professor Andrew Le Sueur
Deputy Dean (Education): Dr Ilaria Boncori (*Chair*)
Deputy Dean (Postgraduate Research Education): Dr Lisa Smith

Faculty Heads of Department, School and Centre:

East 15: Dr Chris Main
Edge Hotel: Andrew Boer
History: Dr Andrew Priest
Essex Pathways: Dr Nilüfer Demirkan-Jones
Literature, Film, and Theatre Studies: Professor Elizabeth Kuti
Philosophy and Art History: Dr Diana Bullen Presciutti
Law: Dr Matthew Stone
Interdisciplinary Studies Centre: Dr Matthew Burch

Faculty Directors of Education:

East 15: Dr Ainslie Masterton
Edge Hotel: Adrian Martin
History: Dr Matthew Grant
Essex Pathways: Dr Ritta Husted
Law: Dr Anna Hardiman-McCartney
Literature, Film, and Theatre Studies: Matthew De Abaitua
Philosophy and Art History: Dr Natasha Ruiz-Gomez (until 31 December 2020), Dr Marie Guillot (from 1 January 2021)
Student Development Manager: Lynne Jordan
Faculty Convenor (nominated by the Students' Union): Lauren Young
Three student representatives nominated from within the Faculty: Julia Wald, Rebecca Buckle, Daniel Cox

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Three times per year

TERMS OF REFERENCE

To be responsible for oversight and delivery of all aspects of the University's Education Strategy within the Faculty;

To provide a forum for discussion of student and Education-related matters in the Faculty and to strengthen academic links between Departments, Schools and Centres within the Faculty, across the University and with collaborative partners;

To receive information on proposals to establish taught and research programmes of study within the Faculty;

To consider proposals to revalidate (after Periodic Review) and discontinue programmes of study and to make recommendations to Academic Quality and Standards Committee and the Education Committee as appropriate;

To ensure the effective implementation within the Faculty (including for articulation arrangements, dual and multiple awards) of the University's policies and procedures for assuring academic quality and standards, and enhancing academic quality and the student experience, with due regard to equality and diversity issues, and to report to the Education Committee and Academic Quality and Standards Committee as appropriate, with a focus on:

- curriculum renewal, development and innovation;
- student recruitment, retention, progression and attainment and links with admissions policy and entry tariff;
- graduate employability;
- student survey outcomes and student feedback;
- External Examiner report outcomes.

To consider and approve Departmental and School Annual Review of Courses Reports and to report relevant issues to the Education Committee and Academic Quality and Standards Committee as appropriate;

To receive reports from Periodic Review Panels for programmes offered by the Faculty and to make a recommendation to the Academic Quality and Standards Committee;

To monitor and review all undergraduate and postgraduate taught and research programmes of study offered by the Faculty and to make recommendations to the Academic Quality and Standards Committee and the Education Committee as appropriate;

To report and make recommendations to the Education Committee on developments that fall outside existing rules, policies and procedures;

To advise the Education Committee and the Academic Quality and Standards Committee on the effectiveness of the University's policies and procedures for assuring academic quality within the context of the work of the Faculty;

To report after each meeting to the Education Committee.

Faculty Education Committee (Science and Health)

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Education): Professor Madeline Eacott

Executive Dean: Professor Maria Fasli

Deputy Dean (Education): Dr Murray Griffin (*Chair*)

Deputy Dean (Postgraduate Research Education): Dr Leanne Andrews

Faculty Heads of Department, School and Centre:

Life Sciences: Professor Leo Schalkwyk

Computer Science and Electronic Engineering: Professor Anthony Vickers

Health and Social Care: Professor Victoria Joffe

Mathematical Sciences: Professor Berthold Lausen

Psychology: Professor Paul Hibbard

Sport, Rehabilitation and Exercise Sciences: Professor Ian Maynard

Faculty Directors of Education:

Life Sciences: Dr Leanne Hepburn

Computer Science and Electronic Engineering: Dr John Woods

Health and Human Sciences: Dr Chris Green

Mathematical Sciences: Professor Chris Saker

Psychology: Dr Jonathan Rolison

Sport, Rehabilitation and Exercise Sciences: Barry Pryer

Student Development Manager: Dr Dave Rush

Faculty Convenor (nominated by the Students' Union): Nathan Edwards

Three student representatives nominated from within the Faculty: Rhys Harrison, Tee Morgan, Kristijan Garic

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Three times per year

TERMS OF REFERENCE

To be responsible for oversight and delivery of all aspects of the University's Education Strategy within the Faculty;

To provide a forum for discussion of student and Education-related matters in the Faculty and to strengthen academic links between Departments, Schools and Centres within the Faculty, across the University and with collaborative partners;

To receive information on proposals to establish taught and research programmes of study within the Faculty;

To consider proposals to revalidate (after Periodic Review) and discontinue programmes of study and to make recommendations to Academic Quality and Standards Committee and the Education Committee as appropriate;

To ensure the effective implementation within the Faculty (including for articulation arrangements, dual and multiple awards) of the University's policies and procedures for assuring academic quality and standards, and enhancing academic quality and the student experience, with due regard to equality and diversity issues, and to report to the Education Committee and Academic Quality and Standards Committee as appropriate, with a focus on:

- curriculum renewal, development and innovation;
- student recruitment, retention, progression and attainment and links with admissions policy and entry tariff;
- graduate employability;
- student survey outcomes and student feedback;
- External Examiner report outcomes.

To consider and approve Departmental and School Annual Review of Courses Reports and to report relevant issues to the Education Committee and Academic Quality and Standards Committee as appropriate;

To receive reports from Periodic Review Panels for programmes offered by the Faculty and to make a recommendation to the Academic Quality and Standards Committee;

To monitor and review all undergraduate and postgraduate taught and research programmes of study offered by the Faculty and to make recommendations to the Academic Quality and Standards Committee and the Education Committee as appropriate;

To report and make recommendations to the Education Committee on developments that fall outside existing rules, policies and procedures;

To advise the Education Committee and the Academic Quality and Standards Committee on the effectiveness of the University's policies and procedures for assuring academic quality within the context of the work of the Faculty;

To report after each meeting to the Education Committee.

Faculty Education Committee (Social Sciences)

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Education): Professor Madeline Eacott

Executive Dean: Professor Moya Lloyd

Deputy Dean (Education): Professor Natasha Lindstaedt (*Chair*)

Deputy Dean (Postgraduate Research and Education): Professor Andrew Canessa

Faculty Heads of Department, School and Centre:

Economics: Professor Christian Ghiglini

Essex Business School: Professor Neil Kellard

Government: Professor Shane Martin

Institute for Social and Economic Research: Professor Peter Lynn (from 1 October 2020)

Language and Linguistics: Professor Monika Schmid

Psychosocial and Psychoanalytic Studies: Dr Chris Nicholson

Sociology: Professor Pam Cox

UK Data Archive: Professor Matthew Woollard

Faculty Directors of Education:

Economics: Professor Gianluigi Vernasca

Essex Business School: Dr Noelia-Sarah Reynolds

Government: Dr Tom Quinn

Institute for Social and Economic Research: Dr Cara Booker

Language and Linguistics: Jessie Mallinson

Psychosocial and Psychoanalytic Studies: Professor Roderick Main

Sociology: Professor Sean Nixon

UK Data Archive: To be confirmed

Student Development Manager: Daniel Fox

Faculty Convenor (nominated by the Students' Union): Ej-Francis Caris-Hamer

Three student representatives nominated from within the Faculty: Shivam Arawal, Alice Maina, one vacancy

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Three times per year

TERMS OF REFERENCE

To be responsible for oversight and delivery of all aspects of the University's Education Strategy within the Faculty;

To provide a forum for discussion of student and Education-related matters in the Faculty and to strengthen academic links between Departments, Schools and Centres within the Faculty, across the University and with collaborative partners;

To receive information on proposals to establish taught and research programmes of study within the Faculty;

To consider proposals to revalidate (after Periodic Review) and discontinue programmes of study and to make recommendations to Academic Quality and Standards Committee and the Education Committee as appropriate;

To ensure the effective implementation within the Faculty (including for articulation arrangements, dual and multiple awards) of the University's policies and procedures for assuring academic quality and standards, and enhancing academic quality and the student experience, with due regard to equality and diversity issues, and to report to the Education Committee and Academic Quality and Standards Committee as appropriate, with a focus on:

- curriculum renewal, development and innovation;
- student recruitment, retention, progression and attainment and links with admissions policy and entry tariff;
- graduate employability;
- student survey outcomes and student feedback;
- External Examiner report outcomes.

To consider and approve Departmental and School Annual Review of Courses Reports and to report relevant issues to the Education Committee and Academic Quality and Standards Committee as appropriate;

To receive reports from Periodic Review Panels for programmes offered by the Faculty and to make a recommendation to the Academic Quality and Standards Committee;

To monitor and review all undergraduate and postgraduate research programmes of study offered by the Faculty and to make recommendations to the Academic Quality and Standards Committee and the Education Committee as appropriate;

To report and make recommendations to the Education Committee on developments that fall outside existing rules, policies and procedures;

To advise the Education Committee and the Academic Quality and Standards Committee on the effectiveness of the University's policies and procedures for assuring academic quality within the context of the work of the Faculty;

To report after each meeting to the Education Committee.

Partnerships Education Committee

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Education): Professor Madeline Eacott

Dean of Partnerships: Professor Dominic Micklewright (until 30 June 2021), Professor Nancy Kula (from 1 July 2021)

Deputy Dean of Partnerships (Chair): Professor Nancy Kula (until 30 June 2021), Professor Teerooven Soobaroyen (from 1 July 2021)

A Deputy Dean from each Faculty nominated by the Executive Dean and approved by the Chair of Education Committee:

Faculty of Humanities: Dr Lisa Smith, Deputy Dean (Postgraduate Research Education))

Faculty of Science and Health: Dr Murray Griffin, Deputy Dean (Education)

Faculty of Social Sciences: Professor Natasha Lindstaedt, Deputy Dean (Education)
Deputy Director of Academic Services (Quality and Development): Claire Nixon
Senior Partnership Manager: Rachel Frost

Partner representatives:

Colchester Institute: Chris Mills, Nils Franke

Kaplan Open Learning: David Dixon

The Tavistock and Portman NHS Foundation Trust: Dr Simon Carrington, Brian Rock

Writtle University College: Dr Anya Perera

Partner student representatives:

Colchester Institute: To be confirmed

Kaplan Open Learning: To be confirmed

The Tavistock and Portman NHS Foundation Trust: To be confirmed

Writtle University College: To be confirmed

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Three times per year

TERMS OF REFERENCE

To be responsible for University of Essex awards offered by the University's partner institutions excepting those that fall within the remit of the Joint Academic Committee of the University of Suffolk.

To be responsible for the oversight and delivery of the University's Education Strategy within the context of the University's collaborative partnerships;

To provide a forum for discussion of student and Education-related matters across the University's collaborative partners and to strengthen academic links between the University's Departments, Schools and Centres and partner institutions;

To receive information on proposals to establish taught and research programmes of study offered by partner institutions that would lead to a University of Essex award.

To consider proposals to revalidate (after Periodic Review) and discontinue programmes of study offered by partner institutions that would lead of a University of Essex award, and to make recommendations to Academic Quality and Standards Committee and the Education Committee as appropriate;

To ensure the effective implementation across the University's collaborative provision of the University's policies and procedures for assuring academic quality and standards, and enhancing academic quality and the student experience, with due regard for issues of equality and diversity and to report to the Education Committee and Academic Quality and Standards Sub-Committee as appropriate, with a focus on:

- curriculum renewal, development and innovation;
- student recruitment, retention, progression and attainment and links with admissions policy and entry tariff;
- graduate employability;
- student survey outcomes and student feedback;
- External Examiner report outcomes.

To consider and approve Annual Review of Courses and Institutional Annual Review Reports related to collaborative provision and to report relevant issues to the Academic Quality and Standards Committee and the Education Committee as appropriate;

To receive reports from Periodic Review Panels related to collaborative provision and to make recommendations to the Academic Quality and Standards Committee;

To consider new partner institutions for the delivery of research degrees and to make recommendations to the Education Committee as appropriate;

To monitor and review all undergraduate and postgraduate taught and research programmes of study offered by partner institutions that lead to a University of Essex award, and to make recommendations to the Academic Quality and Standards Committee and the Education Committee as appropriate;

To approve, monitor and review all international partnership arrangements involving progress arrangements (with recognition of credit), articulation arrangements, dual or multiple awards and validation arrangements, and to make recommendations to the Education Committee as appropriate;

To report and make recommendations to the Education Committee on developments which fall outside existing rules, policies and procedures;

To advise the Education Committee and the Academic Quality and Standards Committee on the effectiveness of the University's policies and procedures for assuring academic quality within the context of the University's collaborative provision;

To establish panels for the approval of new partner institutions, for the review of institutions, to consider institutional validation and institutional review reports and to make recommendations to the Education Committee;

To report after each meeting to the Education Committee.

Student Experience Committee

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Education): Professor Madeline Eacott

Academic Registrar: Richard Stock (*Chair*)

Director of Estates and Campus Services (or nominee): Darren Baker

A Deputy Dean (Education) (nominated by the Pro-Vice-Chancellor (Education)): Professor Natasha Lindstaedt

Dean of Postgraduate Research and Education (or nominee): Dr Leanne Andrews

President of the Students' Union: Molly Purcell

Four student members from within the Sabbatical Officers or Faculty Convenors (nominated for the year by the President of the Students' Union: Ria Buachie, Olivia Matthews, Vinnosh Kumar Jaya Kumur, one vacancy

One member of Students' Union permanent staff (nominated by the Students' Union): Craig Stephens

Southend Campus Manager: Zoe Manning

Loughton Campus representative: Caroline Ibrahim-Hansford

PROPOSED NUMBER OF MEETINGS PER ACADEMIC YEAR

Up to four times per year

TERMS OF REFERENCE

To consider issues related to the student experience in its broadest sense on behalf of the Education Committee and in line with the University Strategy, having due regard for equality and diversity, providing a forum for promoting creativity and innovation and enhancing connections across the University and with the Students' Union.

To provide a forum for overseeing the mechanisms for harnessing and championing the student voice, including oversight of the management and development of innovative ways of capturing student input, and facilitation coherence in the University's approach to seeking student feedback, and to make recommendations to Education Committee and Senate and elsewhere as appropriate.

To consider outputs from Student Voice Groups, student surveys and other mechanisms for seeking student feedback in order to identify emerging issues and trends, share good practice, monitor agreed institutional action in response, and to recommend action to Education Committee, Senate and elsewhere as appropriate.

To consider and promote student experience activities, facilitating collaboration across the institution and contributing to effective prioritisation of issues and links with the Education Strategy, other Supporting Strategies, and associated Education Action Plans.

To advise Senate and Education Committee on the enhancement and development of the extra-curricular elements of the student experience as part of the delivery of the University's Education Strategy, including, on behalf of, and under delegated authority from, Senate via the Education Committee, to maintain oversight of the Higher Education Achievement Report (HEAR) and to be responsible for the regular review and approval of the protocols by which applications for the inclusion of extra-curricular achievements on the HEAR are considered and for the approval of recommendations for the inclusion of individual extra-curricular awards, prizes and activities.

To receive reports as appropriate on matters affecting the student experience in order to identify emerging issues and trends and to recommend action as appropriate to the Education Committee and Senate.

To co-opt members as appropriate in support of the Committee's work.

To make recommendations to the Education Committee and Senate, and elsewhere as appropriate, and/or to escalate matters for action under the leadership of the Pro-Vice-Chancellor (Education).

To report after each meeting to the Education Committee.

Academic Staffing Committee

EX OFFICIO MEMBERS

The Vice-Chancellor: Professor Anthony Forster

Deputy Vice-Chancellor: Professor Lorna Fox O'Mahony (*Chair*)

The Pro-Vice-Chancellor (Research): Professor Christine Raines

Pro-Vice-Chancellor (Education): Professor Madeline Eacott

Executive Dean (Humanities): Professor Andrew Le Sueur

Executive Dean (Science and Health): Professor Moya Lloyd

Executive Dean (Social Sciences): Professor Maria Fasli

APPOINTED MEMBERS

Faculty of Humanities: Professor Lucy Noakes, Professor Katharine Cockin, Dr Joerg Schaub

Faculty of Social Sciences: Dr Svetlana Warhurst, Professor Robert Johns, Professor Katherine Rockett

Faculty of Science and Health: Professor Jo Jackson, Dr Mike Hough, Professor Silke Paulmann

TERMS OF REFERENCE

In the following terms of reference 'staff' means all academic and research staff:

- (a) To report to the Senate on the terms and conditions of appointment of staff or of sections of the staff;
- (b) to keep under review and advise the Senate on procedure for the appointment of staff;
- (c) to conduct the annual review of staff and to determine and report to the Senate on:
 - (i) extensions of probationary periods;
 - (ii) confirmation of appointments as permanent;
 - (iii) promotion to Lecturer/Senior Research Officer (Grade 8), Lecturer/Research Fellow (Grade 9), Senior Lecturer/Senior Research Fellow (Grade 10), Reader (Grade 10) and Professor (Grade 11);
- (d) to monitor matters relating to equality and diversity within its overall consideration and report to the Senate at any time on any matter relating to the staff, including such matters as may be referred to it by the Senate.

Conditions governing the granting of permanency

The conditions governing the granting of permanency are specified in the following Ordinances:-

Ordinance 39.3 'Professors, Readers and Senior Lecturers shall, provided that they hold permanently established posts in the University, normally be appointed with permanency of office (subject to the provisions of the Ordinances as to termination). Lecturers who have held a permanent appointment in a teaching post in a university may, provided that they hold permanently established posts in the University, be appointed with permanency of office (subject to the provisions of the Ordinances as to termination). Lecturers who are appointed without having held a permanent appointment in a teaching post in a university shall normally be appointed subject to confirmation after a probationary period of three years, and if this appointment as Lecturer is confirmed they shall then have permanency of office (subject to the provisions of the Ordinances as to termination)'

Ordinance 39.4 'Decisions as to confirmation of an appointment which has been made with a view to permanency are made by Academic Staffing Committee. The Committee may make a decision on confirmation at any point prior to the end of the probationary period and the decision will be based on evidence that, having regard to their standing, experience and the opportunities which have been afforded to them, the member of Academic Staff under review has met the criteria laid down for probationary staff by the Committee'.

University of Essex International College Joint Academic Board

Appointed by the University of Essex

Dean of Partnerships: Professor Nancy Kula (*Chair*) (until 30 June 2021), Professor Teerooven Soobaroyen (from 1 July 2021)

Dean of Partnerships: Professor Dominic Micklewright (until 30 June 2021), Professor Nancy Kula (from 1 July 2021)

A Deputy Dean from each Faculty nominated by the Executive Dean and approved by the Chair of Education Committee:

Faculty of Humanities: Dr Lisa Smith, Deputy Dean, Postgraduate Research Education

Faculty of Science and Health: Dr Murray Griffin, Deputy Dean (Education)

Faculty of Social Sciences: Professor Natasha Lindstaedt, Deputy Dean (Education)
Director of Admissions or a nominee: Mandy Chetham

Appointed by Kaplan International Pathways

College Director of the University of Essex International College or their nominee: Daniel Martin
Learning and Teaching Director of the University of Essex International College or their nominee: Michelle Gibbons

Head of College Services of the University of Essex International College or their nominee: Nick Radley

Director of Student Learning or their nominee: Dr Victoria Wilson-Crane

University of Essex International College Student Representative: Nozanin Iusufova

The Board has the power to co-opt up to two members at any one time for special purposes on a fixed term, normally for one year; suggested to include:

A representative from Essex Pathways

A further member of academic staff from either the University of Essex or the University of Essex International College

Additional representatives of either the University of Essex or Kaplan International Pathways may attend the meeting where appropriate by prior agreement of the Chair.

QUORACY

Quorum for meetings should be equivalent to half the total number of members rounded up to a whole number. The Chair has a casting vote.

TERMS OF REFERENCE

The remit of the JAB is to oversee the establishment and effective operation of academic governance for the partnership, including robust procedures for programme approval, development and review. In addition, the Board will facilitate an effective academic dialogue between the college and the University to ensure that teaching quality and standards are maintained across the partnership, with due regard for issues of equality and diversity. Any proposed change to scholarship or other material policy shall be referred to the JAB prior to implementation. The Board reports to the University's Education Committee following each meeting.

In fulfilling its remit and purpose, the Board will:

- (a) Oversee the development and implementation of new University of Essex International College programmes and to monitor the agreed programme plan for each programme with particular reference to:
 - (i) student number projections, recruitment, retention, progression and achievement; and
 - (ii) compliance and regulatory requirements.
- (b) Review and approve any curriculum changes to the existing University of Essex International College programmes based upon evidence gained from:
 - (i) student attainment at the College;
 - (ii) student attainment at the University of Essex following progression from the College;
 - (iii) a robust external examiner procedure;
 - (iv) feedback from academics from the College and University on student progress and curriculum content;
 - (v) student consultations and evaluations; and/or
 - (vi) input from other external sources (eg employers, regulatory bodies, market analysis), where appropriate.
- (c) Receive, approve and manage changes to the Progression Route List.

- (d) Receive notification of the appointment of External Examiners to programmes at the University of Essex International College.
- (e) Review and deliver a response to the Annual Programme Reports from the University of Essex International College.
- (f) Facilitate the exchange of student performance data between the College and the University.
- (g) Receive changes to existing Kaplan International Pathways academic regulations, policies and procedures and consider the development of new ones, where appropriate.
- (h) Monitor, and report to the Joint Strategic Management Board on:
 - (i) the academic standards and quality of all the programmes of study and the associated teaching, learning, assessment and academic resources;
 - (ii) staffing, staff development and student matters (such as learning support, discipline, appeals and expulsions for academic reasons).
- (i) Receive an update on joint College-University activities and recommend further enhancements to the joint work of the partnership.
- (j) Ensure there is an awareness of the College and its work at the University and promote an understanding of the partnership and its priorities.
- (k) Receive relevant strategic and operational updates from the College, University and Kaplan International Pathways.

FREQUENCY OF MEETINGS

The Board will meet twice per academic year.

Senate Committees which report annually

Ethics Committee

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Research): Professor Christine Raines (*Chair*)

Dean of Postgraduate Research and Education: Professor Sanja Bahun

Health and Safety Representative: Caroline Smith

Information Assurance Manager: To be confirmed

Research Governance and Planning Manager: Sarah Manning-Press

Vice-President (Education), Students' Union: Mark Kiley

APPOINTED MEMBERS

Alan Cullen

Dr Tony Elston

Caroline Lohmann-Hancock

Professor Wayne Martin

Mark Mills

Professor Sabine Michalowski

Julie Peggs

James Sherrett

TERMS OF REFERENCE

- (a) To advise the Senate on matters pertaining to the ethics of research;
- (b) to review proposals for research involving human participants to be carried out in the University or within the area of its authority;
- (c) to review proposals for research involving human participants to be carried out by staff and students of the University in places other than the University. Where there is no Ethics

Committee at the other institution, the University's Ethics Committee will act; where a committee exists at the other institution, the University's Ethics Committee must be notified and will determine whether or not to be involved;

- (d) to provide authoritative and definitive guidance to the University on any specific ethical issue that might affect the University;
- (e) to have due regard of issues of equality and diversity in its work and make an annual report to the Senate.

Research Committee

EX OFFICIO MEMBERS

Vice-Chancellor: Professor Anthony Forster

Pro-Vice-Chancellor (Research): Professor Christine Raines (*Chair*)

Pro-Vice-Chancellor (Research) (Designate): Professor Chris Greer

Director of the Research and Enterprise Office: Dr Rob Singh

Dean of Partnerships: Professor Dominic Micklewright

Deputy Dean (Research) (Humanities): Professor Susan Oliver

Deputy Dean (Research) (Science and Health): Professor Edward Codling

Deputy Dean (Research) (Social Sciences): Professor John Preston

Dean of Postgraduate Research and Education: Professor Sanja Bahun

Director of Library Services and University Librarian: Cathy Walsh

Director of Organisational Development, People and Culture: Dr Jo Andrews

Vice-President (Education), Students' Union: Mark Kiley

APPOINTED MEMBERS FROM THE ACADEMIC STAFF

Professor Michaela Benzeval

Professor Eamonn Carrbine

Professor Alex Dumbrell

Professor Noam Lubell

Professor Sheina Orbell

Dr Michael Tymkiw

TERMS OF REFERENCE

The Committee will:

- (a) Have oversight of research strategy at University and department levels;
- (b) on behalf of Senate, monitor and review progress and development of the University's research performance with a view to sustainability and improvement;
- (c) on behalf of Senate, prepare the University's submission to the Research Excellence Framework;
- (d) establish and promote models of good practice for the management of research at departmental level, and to ensure that all departments have suitable structures in place;
- (e) advise departments on the strategic use of the centrally-provided research funds available to them, and receive annual reports from departments on their strategic research investments and the outcomes;
- (f) have due regard of issues of equality and diversity in its work and report to each meeting of Senate on relevant aspects of the Committee's areas of responsibilities.

Joint Committee of the Council and the Senate

Honorary Degrees and Honorary Fellowships Committee

EX OFFICIO MEMBERS

Chair of Council: Jane Hamilton (*Chair*)

Vice-Chancellor/Chair of Senate: Professor Anthony Forster

Registrar and Secretary: Bryn Morris

President, Students' Union (or nominee): Molly Purcell

APPOINTED MEMBERS (RECOMMENDED BY NOMINATIONS COMMITTEE)

One External member of Council: Dr Elizabeth Hall

CO-OPTED MEMBERS (RECOMMENDED BY NOMINATIONS COMMITTEE)

One External member of Council: Dr Adam Wright

ELECTED MEMBERS

Three members of Senate, elected by the Senate, representing the range of disciplines within the University:

Humanities: Dr Matt Lodder

Science and Health: Professor Vicky Joffe

Social Sciences: Professor John Bartle

One member of Non-Academic Staff elected by members of non-academic staff at the University:
Kate Clayton

IN ATTENDANCE

A representative from the Development and Alumni Office: Director of Advancement, Jo Rogers
Graduation and Awards Manager: Chelsey Smith

TERMS OF REFERENCE

- (a) To consider nominations for the conferment of honorary degrees of the University and to make recommendations for such awards to the Senate and the Council;
- (b) to consider nominations for the award of honorary fellow of the University and to make recommendations for such awards to the Senate and the Council;
- (c) to consider nominations for the award of honorary degrees by the University's major partner institutions in accordance with procedures agreed from time to time with those institutions and to make recommendations for such awards to the Senate and Council;
- (d) to consider nominations for the award of the Alumnus or Alumna of the Year and to make recommendations for such awards to the Senate and Council;
- (e) to consider such nominations in accordance with the criteria for eligibility and procedures as approved by the Council;
- (f) to monitor matters relating to equality and diversity within its overall consideration;
- (g) to determine the arrangements for seeking nominations from the community of the University and to approve procedures and guidance notes relating to nominations.

Title	Committees of the Senate
Document manager	Emma Hardy, Deputy Academic Registrar
Section	Academic Services
Policy owner	Richard Stock, Academic Registrar
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Related documents	<ul style="list-style-type: none"> ■ Charter, Statutes and Ordinances ■ University Regulations ■ Committee Papers Publication schedule ■ Senate ■ Senate – agenda and minutes ■ Committee structure
Supersedes	Committees of the Senate 2019-20
Superseded by	Not applicable
Stakeholders	Committee Chairs; Registrar and Secretary; Vice-Chancellor; Deputy Director (Student Administration and Policy)
Stakeholder role	Committee members
If you require this document in an alternative format, such as braille, please contact Emma Hardy, Deputy Academic Registrar.	