



# SENATE



**Wednesday 7<sup>th</sup> March 2018 at 2pm  
in Northampton Suite**

Governance Team  
City, University of London  
Northampton Square  
London EC1V 0HB

Tel: 020 7040 8496  
[www.city.ac.uk/governance](http://www.city.ac.uk/governance)

## SENATE

Meeting to be held on Wednesday 7<sup>th</sup> March 2018 from 2pm to 5pm  
in the Northampton Suite

### AGENDA

Members are invited to raise questions of detail with the speakers specified for a paper ahead of the meeting with a view to improving the effectiveness of the meeting. Please notify the Governance team if you wish to star an item.

Part One – Preliminary Items		Paper <sup>1</sup>	Main Speaker(s)
*1 2.00pm	<b>Apologies</b> To <b>note</b> apologies received for the meeting.	Verbal	Chair
*2	<b>Highlighted Items</b> To <b>agree</b> the highlighted (*) items as the main items of business for the meeting <sup>2</sup> .	Verbal	Chair
*3	<b>Minutes</b> To <b>agree</b> the minutes of the meeting held on 13 <sup>th</sup> December 2017.	Open	Chair
*4	<b>Matters Arising</b>		
4.1	<u>Item 22</u> - To <b>receive</b> an update on training for staff who may be asked to sit on Stage 2-level panels in relation to student cases.	Verbal	DP&P
4.2	<u>Item 28</u> - To <b>receive</b> an update on the proposed review of the ARQM process.	Verbal	VP (R&E)
4.3	<u>Item 33</u> - To <b>receive</b> an update on the training of Research Students Who Teach.	Verbal	Dean Grad School
4.4	To <b>note</b> any other matters arising not covered elsewhere on the Agenda.	Open	Chair
*5	<b>Conflicts of Interest</b> To <b>note</b> any members' conflicts of interest pertaining to this meeting's business.	Verbal	Chair
*6	<b>Terms of Reference and Governance Regulations</b> To <b>note</b> the terms of reference of Senate and the regulations relating to Senate.	Open	Chair
*7	<b>Items Specially Brought Forward by the Chair</b> To <b>consider</b> any issues brought forward by the Chair.	Verbal	Chair
*8	<b>Senate Calendar</b> To <b>note</b> the annual calendar for Senate business.	Open	Chair
*9 2.15pm	<b>Students' Union Standing Reports</b> <ul style="list-style-type: none"> <li>To <b>note</b> and <b>discuss</b> issues brought forward by the Students' Union.</li> <li>To <b>note</b> the SU Programme Representatives Report</li> </ul>	Open Open	SU President SU President

Part Two – Debate Item / Presentation		Paper <sup>1</sup>	Main Speaker(s)
*10 2.25pm	<b>REF 2021</b> To <b>receive</b> a presentation from the VP (R&E) regarding REF 2021.	Verbal	VP (R&E)
Part Three – Major Items for Decision or Discussion		Paper <sup>1</sup>	Main Speaker(s)
*11 2.50pm	<b>Regulation 4: Senate's Committees</b> To <b>approve</b> proposed changes to Regulation 4.	Open	Chair AGC / DP&P
*12 3.00pm	<b>Educational Quality Committee Membership</b> To <b>consider</b> the recommendation from AGC in relation to the process for selection of elected Senators.	Open	Chair AGC / DP&P
*13 3.05pm	<b>Establishment of Senate Research Committee: Senate Governance Arrangements Update</b> To <b>approve</b> in principle the proposals for the Senate Research Committee.	Open	VP (R&E)
*14 3.15pm	<b>Policy Revisions</b> To <b>approve</b> proposed revisions to the following policies: <ul style="list-style-type: none"> <li>• Admissions Policy</li> <li>• Personal Tutoring Policy</li> </ul>	Open	DP&P
*15 3.30pm	<b>NSS Milestones</b> To <b>consider</b> the paper. Chairs of BoS to comment.	Restricted	DP&P
*16 3.40pm	<b>Annual Programme Evaluation Template for Research Degrees</b> To <b>consider</b> the paper and approve the revised template.	Open	Dean Grad School
*17 3.50pm	<b>Undergraduate Annual Programme Evaluation 2016-17: Quality Review</b> To <b>consider</b> the paper and <b>approve</b> the proposed plans for future reporting.	Closed	DP&P
*18 4.00pm	<b>APE Summary Report: Updated Postgraduate Report</b> To <b>consider</b> the updated paper.	Open	DP&P
Part Four – Other Items for discussion		Paper <sup>1</sup>	Main Speaker(s)
*19 4.05pm	<b>Reports from Sub-Committees and Executive Advisory Committees</b>		
	<b>19.1 Boards of Studies Minutes</b> To <b>note</b> the minutes and <b>consider</b> any matters of concern.	Part Closed	BoS Chairs
	<b>19.2 Reports from the Graduate School Committee, Research &amp; Enterprise Committee, Educational Quality Committee, Academic Governance Committee, Collaborative Provision Committee</b> To <b>receive</b> a verbal update and <b>consider</b> any matters of concern.	Verbal	Committee Chairs
*20 4.15pm	<b>Research &amp; Enterprise Strategy Action Plan</b> To <b>consider</b> the Action Plan.	Open	VP&(R&E)

*21 4.25pm	<b>Ordinance Revisions</b> To <b>consider</b> the proposed revisions.	Open	College Secretary
*22 4.35pm	<b>Senate Elections</b> To <b>consider</b> the process for future Senate elections.	Open	College Secretary
*23 4.45pm	<b>PSRB Reporting: Report from the School of Health Sciences</b> To <b>consider</b> the report and <b>approve</b> the proposed actions.	Open	Dean of SHS
*24 4.50pm	<b>SASS PSRB Register</b> To <b>note</b> the report.	Open	DP&P
*25 4.55pm	<b>Updated Assessment Feedback Turnaround Times - Spring 2016/17</b> To <b>consider</b> the updated report.	Closed	DP&P

### Part Five – Items for Information

26	<b>Office for Students (OfS) Consultation Response</b> To <b>note</b> the OfS consultation response.	Open	DP&P
27	<b>Minutes for Information</b> To <b>note</b> minutes from the following meetings:		
	<b>27.1 Council</b>	Part Closed	Chair
	<b>27.2 Senate Committees</b>		
	<b>27.2.1 Academic Governance Committee</b>	Open	Chair AGC
	<b>27.2.2 Senate Research Ethics Committee</b>	Open	Chair SREC
	<b>27.3 Executive Advisory Committees</b>		
	<b>27.3.1 Research and Enterprise Committee</b>	Open	VP(R&E)
	<b>27.3.2 Graduate School Committee</b>	Open	Dean Grad School
28	<b>Honorary Visiting Professors</b> To <b>note</b> the appointments and reappointments of Honorary Visiting Professors approved by Chair's action.	Open	Chair

### Part Six – Concluding Items

		<i>Paper<sup>1</sup></i>	<i>Main Speaker(s)</i>
*29	<b>Freedom of Information Review</b> To <b>identify</b> any changes to the open/restricted/closed classification of papers from this meeting.		
	<b>Date of Next Meeting</b> 16 <sup>th</sup> May 2018 from 2.00pm to 5.00pm in AG07B.		

Dr William Jordan  
College Secretary [William.Jordan@city.ac.uk](mailto:William.Jordan@city.ac.uk)

City, University of London's Publication Scheme, produced in accordance with the Freedom of Information Act 2000, states that the approved minutes of the meetings of Council and Senate are routinely published on the web. Their agendas are also published on the web, if possible, in advance of the meeting. The Council minutes can only be agreed at the next meeting of Council.

"Open" and "Restricted" Council papers, with the exception of the minutes of sub-committees, will normally be made available on the Staff Hub following the circulation of the Council meeting highlights to all staff via email.

"Open" Senate papers are published on the web and "Restricted" and "Closed" papers are available to staff via the web using a password.

The agenda, papers and minutes for the other Sub-Committees of Council are not published on the website or Staff Hub.

"Restricted" and "Closed" papers are exempt under the Freedom of Information Act and will not be made available to a member of the public making an FOI request. Staff will have access to the "Restricted" papers of Council and Senate. "Restricted" classifies a paper that is "Closed" but has been made available to staff. Staff should treat "Restricted" papers as confidential and not to share or discuss them with anyone other than City, University of London staff. "Open" papers will normally be made available to anyone lodging an FOI request. Papers may be "partly closed" or "partly restricted" and the open and closed/restricted elements are treated separately from one another following the processes for each type of paper laid out here. The Committee may change the classification of papers on the agenda at the meeting at which they are considered.