**Meeting no. 292 - 11-12-19**

Senate

**Meeting to be held on Wednesday 11th December 2019 from 2pm to 5pm, in City 125 Suite**

[**Agenda**](https://www.city.ac.uk/__data/assets/pdf_file/0007/505834/Item_00_Draft_Agenda_Senate_11_12_19.pdf)

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.

| **Item** | **Part One – Preliminary Items** | **Paper1** | **Main Speaker(s)** |
| --- | --- | --- | --- |
| \*1 2.00pm | **Apologies** To **note**apologies received for the meeting. | Verbal | Chair |
| \*2 | **Highlighted Items** To **agree**the highlighted (\*) items as the main items of business for the meeting2. | Verbal | Chair |
| \*3 | [To **agree**the minutes of the meeting held on 16th October 2019](https://www.city.ac.uk/__data/assets/pdf_file/0008/505835/Item_3_Unapproved_Minutes_Senate_16_10_19_Senate_11_12_19.pdf). | Open | Chair |
| \*4 | [**Matters Arising**](https://www.city.ac.uk/__data/assets/pdf_file/0009/505836/Item_4.0_Matters_Arising_Senate_11_12_19.pdf) **4.1 Item 12** – [Graduate Students who Teach – LEaD Training Module](https://www.city.ac.uk/__data/assets/pdf_file/0010/505837/Item_4.1_GTA_Training_LEaD_Training_Update_Senate_11_12_19.pdf) To **note**the update.  **4.2 Item 21** – Academic Year Structure To **receive**an update.  **4.3 Item 33-35** – [Staff Eligible to Sit on Stage 2 Appeal & Disciplinary Panels](https://www.city.ac.uk/__data/assets/pdf_file/0011/505838/Item_4.3_Staff_Eligible_to_Sit_on_Stage_2_Appeals_Senate_11_12_19.pdf) To **note**the report.  **4.4** To **note**any other matters arising not covered elsewhere on the Agenda. | Open  Verbal  Open  Verbal | Director LEaD  DP&P  DP&P  Chair |
| \*5 | **Conflicts of Interest** To **note**any members’ conflicts of interest pertaining to this meeting’s business. | Verbal | Chair |
| \*6 | [**Terms of Reference and Governance Regulations**](https://www.city.ac.uk/__data/assets/pdf_file/0003/505839/Item_6_Terms_of_Reference_Senate_11_12_19.pdf) To **note**the terms of reference of Senate and the regulations relating to Senate. | Open | Chair |
| \*7 | **Items Specially Brought Forward by the Chair** To **consider**any issues brought forward by the Chair. | Verbal | Chair |
| \*8 | [**Senate Calendar**](https://www.city.ac.uk/__data/assets/pdf_file/0004/505840/Item_8_Senate_Calendar_Senate_11_12_19.pdf) To **note**the annual calendar for Senate business. | Open | Chair |
| \*9 2.20pm | **Students’ Union Standing Reports** **9.1** [A Report on the Implementation of Departmental Representatives](https://www.city.ac.uk/__data/assets/pdf_file/0005/505841/Item_9.1_SU_Report_Senate_11_12_19.pdf) To **note**the report and endorse the recommendations. **9.2** [Programme Representative Activity Report - Term 1 2019/20](https://www.city.ac.uk/__data/assets/pdf_file/0006/505842/Item_9.2_Programme_Representatives_Update_Term_1_2019-20_Senate_11_12_19.pdf) To **note**and discuss the report. | Open  Open | SU President  SU President |
| **Item** | **Part Two – Presentation / Debate Item** | **Paper1** | **Main Speaker(s)** |
| \*10 2.30pm | [**REF2021 Status Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_10_REF_Status_Report_28_11_19_Senate_11_12_19-CLOSED-COLOUR.pdf) To **receive**a report on preparations for REF2021. | Closed | VP (R&E) |
| **Item** | **Part Three – Major Items for Discussion** | **Paper1** | **Main Speaker(s)** |
| \*11 2.50pm | **Proposals/reports to Senate from Academic Governance Committee** **11.1** [City Doctoral College: Creation of new Board of Studies and associated academic governance changes](https://www.city.ac.uk/__data/assets/pdf_file/0008/505844/Item_11.1_City_Doctoral_College_Board_of_Studies_Senate_11_12_19-COLOUR.pdf) (Senate Regulation 3 – Boards of Studies) To **consider**and **approve**the Terms of Reference for Regulation 3 and Regulation 3B.  **11.2** [Revision to Regulation 4 – Senate’s Committees: Research & Enterprise Committee – Revised Terms of Reference](https://www.city.ac.uk/__data/assets/pdf_file/0009/505845/Item_11.2_Senate_Regulation_4_Research_and_Enterprise_TOR_Revisions_Senate_11_12_19-COLOUR.pdf) To **consider**and **approve**the revised Terms of Reference.  **11.3** [Proposed Revisions to Assessment Regulation 19 – School of Health Sciences Programme Regulations](https://www.city.ac.uk/__data/assets/pdf_file/0010/505846/Item_11.3_-Regulation_19_Programme_Regulations_SHS_Further_Proposals_for_2019-20_Senate_11_12_19.pdf) To **consider**and **approve**the proposed revisions.  **11.4**[Annual Research Quality Monitoring (ARQM) Report 2019](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_11.4_ARQM_2019_Senate_11_12_19-CLOSED.pdf) To **consider**the report.  **11.5** [Annual Research Integrity Report to Council 2018/19](https://www.city.ac.uk/__data/assets/pdf_file/0003/505848/Item_11.5_Annual_Research_Integrity_Report_to_Council_2018-19_Senate_11_12_19.pdf) To **receive**the report.  **11.6** [Recommendation for the Award of Professor Emeritus](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_11.6_Emeritus_Professor_Nomination_SMCSE_Senate_11_12_19-RESTRICTED.pdf) To **consider**the nomination and approve the recommendation for the award. | Open  Open  Open  Closed  Open  Restricted | AVP (DC) / DP&P   VP (R&E)   DP&P   VP (R&E)   VP (R&E)   Chair AGC |
| \*12 3.20pm | **Proposals/reports to Senate from Educational Quality Committee 12.1** [Current and Terminated Programmes,](https://www.city.ac.uk/__data/assets/pdf_file/0006/505851/Item_12.1_Current_and_Terminated_Programmes_Senate_11_12_19.pdf) [Current and terminated Programmes appendix A](https://www.city.ac.uk/__data/assets/excel_doc/0005/505850/Item_12.1_Current_and_Terminated_Programmes_Appendix_A_Senate_11_12_19.xlsx) To **note**the report. | Open | DP&P |
| \*13 3.25pm | **Proposals/reports to Senate from Graduate School Committee** **13.1** [Graduate School Annual Report 2018-19](https://www.city.ac.uk/__data/assets/pdf_file/0007/505852/Item_13.1_Graduate_School_Annual_Report_2018-19_Senate_11_12_19.pdf) To **consider**the report. **13.2** [PRES 2019 Results Analysis](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_13.2_PRES_2019_Senate_11_12_19-RESTRICTED-COLOUR.pdf) To **consider**the report. | Open   Restricted | Prof Ken Grattan  Prof Ken Grattan |
| \*14 3.35pm | **Proposals/reports to Senate from Collaborative Provision Committee** **14.1** [Revised Collaborative Provision Typology](https://www.city.ac.uk/__data/assets/pdf_file/0009/505854/Item_14.1_Collaborative_Provision_Typology_Senate_11_12_19.pdf) To consider and approve the revised typology. | Open | Chair CPC |
| **Item** | **Part Four – Other Items for discussion** | **Paper1** | **Main Speaker(s)** |
| \*15 3.45pm | **Reports from Sub-Committees and Executive Advisory Committees** **15.1** [Boards of Studies Minutes](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_15.1_BoS_Minutes_Senate_11_12_19-PART-CLOSED.pdf) To **note**the minutes and consider any matters of concern.  **15.2** Reports from the Graduate School Committee, Research & Enterprise Committee, Educational Quality Committee, Academic Governance Committee, Collaborative Provision Committee To **receive**a verbal update and consider any matters of concern. | Part Closed   Verbal | BoS Chairs    Committee Chairs |
| \*16 3.55pm | [**KPI & PI Update**](https://www.city.ac.uk/__data/assets/pdf_file/0011/505856/Item_16_Institutional_KPIs_and_PIs_Report_Senate_11_12_19-CLOSED-COLOUR.pdf) To **receive**the report. | Closed | VP (S&P) |
| \*17 4.00pm | [**Sabbatical Leave Monitoring Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_17_Sabbatical_Leave_Monitoring_Senate_11_12_19-RESTRICTED.pdf) To **note**the reports from Cass, SMCSE and SHS. | Restricted | VP (R&E) |
| \*18 4.10pm | [**Nominations for Chairs of Assessment Boards 2019/20**](https://www.city.ac.uk/__data/assets/pdf_file/0004/505858/Item_18_Assessment_Board_Chairs_2019-20_Senate_11_12_19.pdf) To **consider**the report and approve the nominations. | Open | DP&P |
| \*19 4.15pm | [**Assessment Feedback Turnaround Times 2018/19 – Spring Term**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_19_Assessment_Turnaround_Report_Spring_Term_2018-19_Senate_11_12_19-CLOSED-COLOUR.pdf) To **consider**the report. | Closed | DP&P |
| \*20 4.25pm | **Overview of Assessment Board Monitoring** To **consider**the report. | To Follow | DP&P |
| \*21 4.35pm | [**ExCo Student Satisfaction Working Group Update**](https://www.city.ac.uk/__data/assets/pdf_file/0006/505860/Item_21_ExCo_Student_Satisfaction_Working_Group_Update_Senate_11_12_19-COLOUR.pdf) To **note**the paper. | Open | DP&P |
| **Item** | **Part Five – Items for Information** | **Paper1** | **Main Speaker(s)** |
| 22 | [**The Times & Sunday Times Good University Guide**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_22_The_Times_and_The_Sunday_Times_Good_University_Guide_2020_Senate_11_12_19-CLOSED-COLOUR.pdf) To **note**the Guide. | Closed | VP (S&P) |
| 23 | [**Times Higher Education World University Rankings**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2019-20/11-12-19/Item_23_THE_World_University_Rankings_2020_Senate_11_12_19-CLOSED-COLOUR.pdf) To **note**the rankings. | Closed | VP (S&P) |
| 24 | **Minutes for Information** To **note**minutes from the following meetings:  **24.1** Senate Committees **24.1.1** [Educational Quality Committee](https://www.city.ac.uk/__data/assets/pdf_file/0009/505863/Item_24.1.1_Educational_Quality_Committee_Minutes_18_September_2019_confirmed_Senate_11_12_19.pdf) **24.1.2** [Academic Governance Committee](https://www.city.ac.uk/__data/assets/pdf_file/0010/505864/Item_24.1.2_Unapproved_Minutes_Academic_Governance_Committee_13_November_2019_Senate_11_12_19.pdf) **24.1.3**[Collaborative Provision Committee](https://www.city.ac.uk/__data/assets/pdf_file/0011/505865/Item_24.1.3_Collaborative_Provision_Committee_Minutes_4_November_2019_Senate_11_12_19.pdf)  **24.2** Executive Advisory Committees **24.2.1** [Education and Student Committee](https://www.city.ac.uk/__data/assets/pdf_file/0003/505866/Item_24.2.1_Education_and_Student_Committee_Minutes_11.07.2019_and_03.10.19_Senate_11_12_19.pdf) **24.2.2** [Research        and Enterprise Committee](https://www.city.ac.uk/__data/assets/pdf_file/0004/505867/Item_24.2.2_Research_-and-_Enterprise_Committee_9_October_-2019_unconfirmed-minutes_Senate_11_12_19.pdf) | Open Open Open  Open Open | Chair EQC Chair AGC Chair CPC  DP&P VP (R&E) |
| 25 | [**Honorary Visiting Professors**](https://www.city.ac.uk/__data/assets/pdf_file/0005/505868/Item_25_HVPs_Senate_11_12_19.pdf) To **note**the appointments and reappointments of Honorary Visiting Professors approved by Chair’s action. | Open | Chair |
| **Item** | **Part Six – Concluding Items** | **Paper1** | **Main Speaker(s)** |
| \*26 | **Freedom of Information Review** To **identify**any changes to the open/restricted/closed classification of papers from this meeting. | Verbal | Chair |
| 27 | **Any Other Business** To **note**any other business. | Verbal | Chair |

**Dr William Jordan**  
**College Secretary William**

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1City, 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. “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 discussion at the Council meeting. “Open” Senate papers are published on the web and “Restricted” papers are also available to staff via the web using a password. The agenda, papers and minutes for the other Committees of Council and Sub-Committees of Senate are not routinely published on the web or Staff Hub, with the exception of the open minutes of Remuneration Committee which are published on the web. The classification of papers as “Open”, “Restricted” and “Closed” has been determined in the light of the provision of the Freedom of Information Act. “Open” papers will normally be made available to a member of the public lodging an FOI request. “Closed” papers will not normally be made available. “Restricted” classifies a paper that is “Closed” but has been made available to staff. Staff should treat “Restricted” papers as confidential and not share or discuss them with anyone other than City staff. The Committee may change the classification of papers on the agenda at the meeting at which they are considered.  
2 Discussion will be limited to starred items only. Members are asked to give advance notice of a wish to star an item not starred on this agenda. Recommendations included in papers not starred and thus not discussed will be taken as approved. 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.