**Meeting no. 298 - 09-12-20**

Senate

Meeting to be held on Wednesday 9th December 2020 from 2pm to 5pm

Via Microsoft Teams

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.

[Download the agenda](https://www.city.ac.uk/__data/assets/pdf_file/0004/577876/Item_00_Agenda_Senate_09_12_20.pdf)

Note: Papers marked 'Closed' are only accessible via a City, University of London staff log in.

| **Item number** | **Part One – Preliminary Items** | **Paper1** | **Main Speaker(s)** |
| --- | --- | --- | --- |
| \*1 2pm | **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 | [**Minutes**](https://www.city.ac.uk/__data/assets/pdf_file/0005/577877/Item_03_UNAPPROVED_SENATE_MINUTES_07_10_20_Senate_09_12_20.pdf) To agree the minutes of the meeting held on 7th October 2020. | Open | Chair |
| \*4 | **Matters Arising**  4.1 Items 1, 3, 12 & 14: Doctoral College Updates To receive a verbal update on the matters arising being taken forward by the Doctoral College.  4.2 [Item 11: Matters Arising (Academic Year Structure)](https://www.city.ac.uk/__data/assets/pdf_file/0006/577878/Item_04.2_Senate_Academic_Year_Structure_Term_1_2021-2022_Senate_09.12.20.pdf) To consider the paper and approve the Term 1 dates for 2021/22.  4.3 Item 20: Items Brought Forward by Chair (IT Update) To receive an update on IT issues identified at the October meeting of Senate.  4.4 To note [any other matters arising not covered elsewhere on the Agenda](https://www.city.ac.uk/__data/assets/pdf_file/0007/577879/Item_04.4_Matters_Arising_Senate_09_12_20.pdf). | 4.1 Verbal  4.2  Open  4.3 Verbal  4.4 Open | 4.1 Chair of Doctoral College  4.2 DP&P/DSAS  4.3 DP&P/DSAS  4.4 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/0008/577880/Item_06_Terms_of_Reference_Senate_09_12_20.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.  7.1 Senate Approvals by Correspondence To note the approved Senate business conducted by circulation.  7.2 Senate Approvals by Chair’s Action: [Conferment of Awards 2019/20 by the President on behalf of Senate](https://www.city.ac.uk/__data/assets/pdf_file/0009/577881/Item_07.2_Conferment_of_Awards_2019-20_Senate_09_12_20.pdf) To note Chair’s action taken.  7.3 [Nominations for Chairs of Assessment Boards 2020/21](https://www.city.ac.uk/__data/assets/pdf_file/0010/577882/Item_07.3_Assessment_Board_Chairs_Senate_09_12_20.pdf) To consider the report and approve the nominations.  7.4 [Staff Eligible to sit on final stage Institutional-level Panels](https://www.city.ac.uk/__data/assets/pdf_file/0011/577883/Item_07.4_Senate_nominees_final_stage_institutional_panels_Senate_09_12_20.pdf) To consider the paper and approve the nominations. | 7.1 Verbal  7.2 Open  7.3 Open  7.4 Open | 7.1 Chair  7.2 DP&P  7.3 DP&P  7.4 DP&Ps |
| \*8 | [**Senate Calendar**](https://www.city.ac.uk/__data/assets/pdf_file/0012/577884/Item_08_Calendar_Senate_2020.21_Senate_09_12_20.pdf) To note the annual calendar for Senate business. | Open | Chair |
| \*9 | **Students’ Union Reports**  9.1 [Students’ Union Standing Report](https://www.city.ac.uk/__data/assets/pdf_file/0004/577885/Item_09.1_SU_Standing_Report_Senate_09_12_20.pdf) To consider and discuss issues brought forward by the SU.  9.2 [Student Check-In Report](https://www.city.ac.uk/__data/assets/pdf_file/0005/577886/Item_09.2_Student_checkins_Senate_09_12_20.pdf) To discuss the paper.  9.3 [Students’ Union No Detriment Paper](https://www.city.ac.uk/__data/assets/pdf_file/0006/577887/Item_09.3_No_Detriment_final_Senate_09_12_20.pdf) To consider the paper. | Open | 9.1 SU President  9.2 SU President  9.3 SU President / SU VP Education |
|  | **Part Two – Major Items for Discussion or Approval** |  |  |
| \*10 2.30pm | **Student Survey Reports**  10.1 [Student Experience 2020/21](https://www.city.ac.uk/__data/assets/pdf_file/0007/577888/Item_10.1_Student_Experience_Senate_09_12_20.pdf) To consider the report.  10.2 [NSS Schools Action Plans Update](https://www.city.ac.uk/__data/assets/pdf_file/0012/577893/Item_10.2_NSS_School_actions_Senate_09_12_20.pdf) To note the report.  10.3 Elected Senator Ideas & Feedback To consider the issues outlined in the paper.  10.4 [Review of Your Voice 1 and Your Voice 2](https://www.city.ac.uk/__data/assets/pdf_file/0005/578012/Item_10.4_Review_Your_Voice_1_Your_Voice_2_questions_2021_Senate_09_12_20.pdf) To consider the paper. | 10.1 Open  10.2 Open  10.3 To Follow  10.4 Open | 10.1 DP&P  10.2 DP&P  10.3 SES  10.4 DP&P |
| \*11 3pm | [**Annual Assurance Report to Council**](https://www.city.ac.uk/__data/assets/pdf_file/0004/577894/Item_11_Annunal_Assurance_Report_Senate_09_12_20.pdf) To recommend the report to Council. | Open | DP&P |
| \*12 3.15pm | [**Personal Tutoring Internal Audit**](https://www.city.ac.uk/__data/assets/pdf_file/0005/577895/Item_12_I_A_Personal_Tutoring_Senate_09_12_20.pdf) To consider the report and recommendations | Open | DP&P/ Director IA |
| \*13 3.30pm | **Proposals/reports to Senate from Academic Governance Committee**  13.1 [Internal Audit Recommendations: Board of Studies’ Terms of Reference](https://www.city.ac.uk/__data/assets/pdf_file/0006/577896/Item_13.1_Regulation_3_BoS_ToR_Senate_09_12_20.pdf) To consider and approve the proposed changes to Regulation 3.  13.2 [Assessment Regulation 19: Minor Updates (SMCSE)](https://www.city.ac.uk/__data/assets/pdf_file/0009/577899/Item_13.2_SMCSE_Programme-Regulation_MSc_Aviation_Senate_09_12_20.pdf) To consider and approve the proposed changes.  13.3 [Regulation 21B: Student Appeals (Research Programmes at Validated Institutions)](https://www.city.ac.uk/__data/assets/pdf_file/0003/577902/Item_13.3_Regulation_21B_Senate_09_12_20.pdf) To consider and approve the proposed changes. | Open | Chair AGC |
| \*14 3.45pm | **Proposals/reports to Senate from Educational Quality Committee**  14.1 [Periodic Review Annual Report 2019/20](https://www.city.ac.uk/__data/assets/pdf_file/0004/577903/Item_14.1_Periodic_Review_Annual_Report_2019-20_Senate_09_12_20.pdf) To consider the report and note actions being taken forward.  14.2 [Programme Re-Designs 2020/21 and Programme Suspensions 2020/21](https://www.city.ac.uk/__data/assets/pdf_file/0005/577904/Item_14.2_Programme_Re-Design-_Senate_09_12_20.pdf) To note the report.  14.3 [Degree Outcomes Statement 2018/19](https://www.city.ac.uk/__data/assets/pdf_file/0006/577905/Item_14.3_Senate_Degree_Outcome_Statement_2018-19_Senate_09_12_20.pdf) To approve the Degree Outcomes Statement. | Open | DP&P |
| \*15 4pm | **Research Updates**  15.1 REF Status Report To consider the report.  15.2 [Research Integrity Report](https://www.city.ac.uk/__data/assets/pdf_file/0011/577910/Item_15.2_Research_Integrity_Report_Senate_09_12_20.pdf) To note the report. | 15.1 Verbal  15.2 Open | VP(R&E) |
|  | **Part Three – Other Items for Discussion** |  |  |
| \*16 4.30pm | [**KPI & PI Update**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-3/Item_16_KPI_PI_Senate_09_12_20.pdf) To consider the report. | Closed | VP(S&P) |
| \*17 4.40pm | [**Overview of Assessment Board Operations 2019/20**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-3/Item_17_2019.20_Assessment_Board_Operations_Report_Senate_09_12_20.pdf) To consider the report and approve the recommendations. | Restricted | DP&P |
| \*18 4.45pm | [**Outstanding External Examiner Appointments**](https://www.city.ac.uk/__data/assets/pdf_file/0009/577917/Item_18_External_Examiner_Appointments_Reappointments_2020-21_Senate_09_12_20.pdf) To note the report and to request actions by BoS to address remaining appointments. | Open | DP&P |
| \*19 4.50pm | **Reports from Sub-Committees and Executive Advisory Committees**  19.1 [Boards of Studies Minutes](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-3/Item_19.1_BoS_Minutes_09_12_20.pdf) To note the minutes and consider any matters of concern.  19.2 Reports from the Research & Enterprise Committee, Educational Quality Committee, Academic Governance Committee, Education and Student Committee, Collaborative Provision Committee To receive a verbal update and consider any matters of concern. | 19.1 Part Closed  19.2 Verbal | 19.1 DP&P / DSAS  19.2 Chairs of Committees |
|  | **Part Four – Items for Information** |  |  |
| 20 | [**The Times & Sunday Times Good University Guide**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-3/Item_20_The_Times_and_The_Sunday_Times_Good_University_Guide_2021_Senate_09_12_20.pdf) To note the report. | Closed | VP(S&P) |
| 21 | [**Times Higher Education World University Rankings**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-3/Item_21_Times_Higher_Education_World_University_Rankings_Senate_09_12_20.pdf) To note the rankings. | Closed | VP(S&P) |
| 22 | [**Honorary Visiting Professors**](https://www.city.ac.uk/__data/assets/pdf_file/0008/577925/Item_22_HVPs_Senate_09_12_20.pdf) To note the appointments and reappointments of Honorary Visiting Professors approved by Chair’s action. | Open | Governance Team |
| 23 | **Minutes for Information** To note minutes from the following meetings:  23.1 [Council](https://www.city.ac.uk/__data/assets/pdf_file/0009/577926/Item_23.1_Council_Minutes_Jul-Oct_09_10_2020_Senate_09_12_20.pdf) 23.2 Academic Governance Committee 23.3 [Educational Quality Committee](https://www.city.ac.uk/__data/assets/pdf_file/0010/577927/Item_23.3_EQC_Minutes_October_20_Senate_09_12_20.pdf) 23.4 [Education and Student Committee](https://www.city.ac.uk/__data/assets/pdf_file/0004/577930/Item_23.4_ESC_Minutes_Sep_Nov_Senate_09_12_20.pdf) 23.5 [Collaborative Provision Committee](https://www.city.ac.uk/__data/assets/pdf_file/0007/577933/Item_23.5_CPC_Minutes_No.9_Senate_09_12_20.pdf) 23.6 [Senate Research Ethics Committee](https://www.city.ac.uk/__data/assets/pdf_file/0008/577934/Item_23.6_SREC_23_September_2020_approved_minutes_Senate_09_12_20.pdf) 23.7 [Research & Enterprise Committee](https://www.city.ac.uk/__data/assets/pdf_file/0009/577935/Item_23.7_Research_Enterprise_Minutes_2020_09_12_20.pdf) | Open | 23.1 Chair 23.2 Chair AGC 23.3 Chair EQC 23.4 Chair ESC 23.5 Chair CPC 23.6 Chair SREC 23.7 Chair R&E |
|  | **Part Five – Concluding Items** |  |  |
| \*24 | **Freedom of Information Review** To identify any changes to the open/restricted/closed classification of papers from this meeting. | Verbal | Chair |
| \*25 | **Any Other Business** To note any other business. | Verbal | Chair |

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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.

2Discussion 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