**Meeting no. 286 - 17-10-18**

**Meeting No. 286**

**SENATE**

**Wednesday 17 October 2018**

**2pm - 5pm**

**Northampton Suite**

**Governance Team**

**City, University of London**

**Northampton Square**

**London EC1V 0HB**

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[**www.city.ac.uk/about/governance**](https://www.city.ac.uk/__old_design/about/governance)

**AGENDA**

**Members are invited to raise questions of details with the details 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** | | **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** | [**Minutes**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0010/438841/Item_03_Unapproved_Senate_Minutes_11_July_18.pdf) To **agree** the minutes of the meeting held on 11th July 2018 | Open | Chair |
| **\*4** | **Matters Arising** |  |  |
| **4.1** | **Item 6** - To **receive** an update on implementation of the Research Students Who Teach Policy | Verbal | College Secretary |
| **4.2** | [**Item 21**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0003/438843/Item_04.2_Innovation_Refurbishment_Note_Senate_17_10_18.pdf) - To **receive** an update on Innovation Refurbishment Arrangements | Open | Chair BoS Law |
| **4.3** | To **note**any other matters arising not covered elsewhere on the Agenda | Verbal | 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/__old_design/__data/assets/pdf_file/0004/438844/Item_06_Terms_of_Reference_Senate_17_10_18.pdf) To **note**the terms of reference of Senate and the regulations relating to Senate | Open | Chair |
| **\*7** | **Membership** |  |  |
| **7.1** | [**Senate Membership List 2018/19**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0005/438845/Item_07.1_Senate_Membership_Senate_17_10_18.pdf) To **note**the Senate Membership List for 2018/19 and to **welcome** all new Senators | Open | Chair |
| **7.2** | [**Chairs & Deputy Chairs of Boards of Studies 2018/19**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0006/438846/Item_07.2_Chair_Deputy_Chairs_BoS_Senate_17_10_18.pdf) To **note**the Deans who will act as Chairs of Boards of Studies and to **approve**the appointment of the Deputy Chairs for 2018/19 | Open | Chair |
| **7.3** | **Deputy Chair of Senate** To **approve** the appointment of Professor Andrew Jones as Deputy Chair of Senate | Verbal | Chair |
| **\*8** | **Items Specifically Brought Forward by the Chair** |  |  |
| **8.1** | **TEF Update** To **receive**an update on TEF | Verbal | DP&P |
| **8.2** | **OfS Registration**  To **note**City's registration with OfS including the approval and publication of City's Access and Participation Plan | Verbal | DSAS |
| **\*9** | [**Senate Calendar**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0007/438847/Item_09_Senate_Calendar_Senate_17_10_18.pdf)  To note the annual calendar for Senate business | Open | Chair |
| **\*10**  **2.20pm** | [**Students' Union Standing Report**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0008/438848/Item_10_Students_Union_Senate_Report_Senate_17_10_18.pdf) To **note**and **discuss**issues brought forward by the Students' Union | Open | SU President |
| **Part Two - Presentation/Debate Item** | | **Paper1** | **Main Speaker(s)** |
| **\*11** **2.25pm** | [**Support for PhD Students**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_11_Review_Support_PG_Provision_17_10_18.pdf) To **receive**a presentation from the VP (R&E) | Restricted | VP (R&E) |
| **Part Three - Major Items for Discussion** | | **Paper1** | **Main Speaker(s)** |
| **\*12** **2.50pm** | **Proposal/reports to Senate from Research & Enterprise Committee** |  |  |
| **12.1** | [**Research & Enterprise Annual Report 2017/18**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_12.1_R_and_E_Annual-Report_Senate_17_10_18_.pdf) To **consider**the report | Restricted | VP (R&E) |
| **12.2** | [**ARQM2018**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_12.2_ARQM_2018_Senate_17_10_18.pdf) To **consider** the report | Closed | VP (R&E) |
| **\*13**  **3.10pm** | **Proposal/Reports to Senate from Academic Governance Committee** |  |  |
| **13.1** | **Proposed Revisions to Regulation 28** To **consider** and **approve** proposed revisions to Regulation 28; Appealing a Decision Made by Senate Research Ethics Committee  [i) Regulation 28](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0003/438852/Item_13.1i_Regulation_28_Senate_17_10_18.pdf)  [ii) Regulation 28 Annex B](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0004/438853/Item_13.1ii_Annex_B_Regulation_28_Senate_17_10_18.pdf) | Open | Chair SREC |
| **13.2** | [**Annual Assurance Report on Quality and Standards to Council**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_13.2_Annual_Assurance_Report_Council_Senate_17_10_18.pdf) To **consider** and **agree** to recommend to Council for approval of the Annual Assurance Report to Council | Restricted | DSAS |
| **13.3** | [**Proposed Revisions to Regulation 5B, PARC ToR**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0006/438855/Item_13.3_Regulation_5B_PARC_ToR_Senate_17_10_18.pdf) To **approve** the proposed changes | Open | Chair AGC/College Secretary |
| **13.4** | [**Internal Audit Report on Senate Effectiveness**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0007/438856/Item_13.4_IA_Report_Senate_Effectiveness_Senate_17_10_18.pdf) To **receive** the Internal Audit Report on Senate | Open | College Secretary |
| **\*14**  **3.30pm** | **Reports to Senate from City Graduate School** To **approve** the updated guidance | Open | Chair |
| **14.1** | [**PhD by Prior Publication**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0008/438857/Item_14.1_PhD_Prior_Publication_Senate_17_10_18.pdf)  To **approve** the updated guidance | Open | Chair |
| **14.2** | [**Internal Audit Report on PhD Supervision**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0009/438858/Item_14.2_IA_Report_PhD_Supervision_Senate_17_10_18.pdf) To **note** the Internal Audit Report on PhD Supervision | Open | Chair |
| **\*15** **3.50pm** | **Proposals/reports to Senate from Educational Quality  Committee** |  |  |
| 15.1 | **Admissions Policies** To **approve** the revised Admissions Policies, including: | Open | DP&P |
| 15.1(i) | [Admissions Policy](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0010/438859/Item_15.1.1_Admissions_Policy_Senate_17_10_18.pdf) |  |  |
| 15.1(ii) | [UG Admissions Policy for applicants under the age of 18](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0011/438860/Item_15.1.2_Admissions_Policy_U18_Senate_17_10_18.pdf) |  |  |
| 15.1(iii) | [Criminal Convictions Policy](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0003/438861/Item_15.1.3_Criminal_Convictions_Policy_Senate_17_10_18.pdf) |  |  |
| 15.1(iv) | [PG Research Admissions](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0004/438862/Item_15.1.4_PG_Research_Admission_Senate_17_10_18.pdf) |  |  |
| **15.2** | [**Periodic Review Thematic Report**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0005/438863/Item_15.2_Periodic_Review_Overivew_-17-18_Senate_17_10_18.pdf) To **consider** the report and recommendations | Open | DP&P |
| **15.3** | [**External Examiners' Annual Reports**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_15.3_External_Examiners_Overview_Report_16-17_Senate_17_10_18.pdf) To **consider** the report and recommendations | Closed | DP&P |
| **\*16** **4.10pm** | **Proposal/ report to Senate from the Education & Student Committee** |  |  |
| **16.1** | [**Education & Student Strategy 2016/21**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0007/438865/Item_16.1_Education_Student_Strategy_Senate_17_10_18.pdf) To **note** the refreshed Education & Student Strategy | Open | DP&P |
| **16.2** | [**Student Surveys Report 2018**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_16.2_Student_Surveys_report_Senate_17_10_18.pdf) To **consider** the report | Closed | DP&P |
| **16.3** | **Student Engagement & Attendance Policy** To **note** the report i) [Student Attendance Policy Cover](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_16.3_Student_Attendance_Policy_Cover_Pg_Senate_17_10_18.pdf) ii) [Student Attendance Policy Implementation](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_16.3b_Student_Attendance_Policy_Implementation_17_10_18.pdf) | Closed | DP&P |
| **\*17** **4.20pm** | [**Module Evaluation Outcomes 2017/18 - Spring 2018**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_17_Module_Evaluation_Report_Spring_1718_Senate_17_10_18.pdf) To **consider** the report | Closed | DP&P |
| **\*18** **4.25pm** | [**Review of the Academic Year Structure**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0003/438870/Item_18_Academic_Year_review_Senate_17_10_18.pdf) To **consider** the proposal and **agree** the priorities | Open | DP&P |
| **\*19** **4.30pm** | [**Industrial Action Quality & Standards Working Group Report**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0004/438871/Item_19_Industrial_Action_Q-and-S_Report_Senate_17_10_18.pdf) To **consider** the report | Open | DP&P |
| **Part Five - Other items for discussion** | | **Paper1** | **DP&P** |
| **\*20** **4.35pm** | **Reports from Sub-committees and Executive Advisory Committees** |  |  |
| **20.1** | [**Boards of Studies Minutes**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_20.1_BoS_Minutes_Senate_17_10_18.pdf) To **note** the minutes and **consider** any matters of concern | Part Closed | BoS Chairs |
| **20.2** | **Reports from the Graduate School Committee, Research & Enterprise Committee, Educational Quality Committee, Academic Governance Committee, Collaborative Provision Committee**  To **receive** a verbal update and to **consider** any matters of concern | Verbal | Committee Chairs |
| **\*21 4.45pm** | [**Unistats Return 2018/19 submissions to HESA**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0006/438873/Item_21_Unistats_2018-_Senate-_17_10_18.pdf) To **note** the report | Open | DP&P |
| **\*22** **4.50pm** | [**Undergraduate Admissions 2018/19**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_22_Admissions_1819_Senate_17_10_18.pdf) To **note** the report | Closed | DP&P |
| **\*23** **4.55pm** | [**Enrolment Numbers 2018/19**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_23_Enrolment_Senate_17_10_18.pdf) To **note** the report | Closed | DP&P |
| **Part Five - Items for Information** | |  |  |
| **24** | [**The Times & Sunday Times University League Table**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0009/438876/Item_24_Times_Sunday_Times_GUG19_Senate_17_10_18.pdf) To **note** the league table | Open | VP (S&P) |
| **25** | [**APE Thematic Report 2016/17 - Update**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0010/438877/Item_25_APE_Thematic_Good_Practice_Review16-17_Senate_17_10_18.pdf) To **note** the paper | Open | DP&P |
| **26** | **Minutes for Information** To **note** the minutes of the following meetings: |  |  |
| **26.1** | **Council**  i) [18th May 2018](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_26.1i_Council_Minutes_18_05_18_for_Senate_17_10_18_.pdf)  ii) [6th July 2018](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/14.10.18/Item_26.1ii_Council_Minutes_06_07_18_for_Senate_17_10_18_.pdf) | Part Closed | Chair |
| **26.2** | **Senate Committees** |  |  |
| **26.2.1** | [Senate Research Ethics Committee](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0004/438880/Item_26.2.1_Unapproved-Minutes_SREC_Senate_17_10_18.pdf) | Open | Chair SREC |
| **26.2.2** | [Educational Quality Committee](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0005/438881/Item_26.2.2_Educational_Quality_Committee_Unconfirmed_Minutes_Sep_Senate_17_10_18.pdf) | Open | Chair EQC |
| **26.3** | **Executive Advisory Committees** |  |  |
| **26.3.1** | **Research and Enterprise Committee** i) [21st March 2018](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0008/439550/Item_26.3.1i_Research_Enterprise_Committee_Minutes_March_18_Senate_17_10_18.pdf) ii) [25th June 2018](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0009/439551/Item_26.3.1ii_Research_Enterprise_Committee_Minutes_June18_Senate_17_10_18.pdf) | Open | VP (R&E) |
| **26.3.2** | [Graduate School Committee](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0006/438882/Item_26_3_2_CGSC_Unconfirmed_Minutes_19-09-18_Senate_17_10_18.pdf) | Open | DP&P |
| **27** | [**Internal Audit Schedule**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0007/438883/Item_27_IA_Plan_1819_Senate_17_10_18.pdf) To **receive**the Internal Audit Report Schedule of Activity | Open | College Secretary |
| **28** | [**Honorary Visiting Professors**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0008/438884/Item_28_HVPs_Senate_17_10_18.pdf) To **note**the appointments and re-appointments of Honorary Visiting Professors approved by Chair's actions | Open | Chair |
| **Part Six - Concluding Items** | | **Paper1** | **Main Speaker(s)** |
| **\*29** | **Freedom of Information Review** To **identify**any changes to the open/restricted/closed classification of papers from this meeting | Open | Chair |
| **30** | **Any Other Business** To **note**any other business | Open | Chair |
|  | **Date of Next Meeting** 12th December 2018 2pm - 5pm |  |  |
| **Dr William Jordan** **College Secretary** [**William.Jordan@city.ac.uk**](mailto:william.jordan@city.ac.uk) | | | |
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