**Meeting no. 287 - 12.12.18**

**Meeting No. 287                                                   SENATE**

**Wednesday** **12th** **December** **2018 2pm to 5pm**

**Northampton** **Suite**

**Governance Team**

**City, University of London**

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**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.**

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| **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** | [**Minutes**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_03_Unapproved_Minutes_17_10_18_Senate_12_12_18.pdf)  To **agree** the minutes of the meeting held on 17th October 2018. | Open | Chair |
| \***4** | [**Matters** **Arising**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_04.0_Matters_Arising_Senate_12_12_18.pdf) |  |  |
| **4.1** | Action 14, Sebastian Street Project - To **receive** an update. | To follow | Keith Simpson |
| **4.2** | Action 18, Annual Assurance Report to Council - To **receive** an update on the report to Council | Verbal | College Secretary/DSAS |
| **4.3** | [Action 11, AOB – Senate Membership](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_04.3_Matters_Arising_Research_Agenda_Res_Fellows_Senate_12_12_18.pdf)- To **receive** a recommendation from AGC regarding eligibility of Research Staff to stand and vote in Senate elections. | Open | Chair |
| **4.4** | 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. | Verbal | Chair |
| \***6** | [**Terms** **of** **Reference** **and** **Governance** **Regulations**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_06_Terms_of_Reference_Senate_12_12_18.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** | |  |
| **7.1** | [**Senate** **Sub** **Committee** **Membership**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_07.1_Senate_SubCommittee_Update_Senate_12_12_18.pdf)  To **note** the updated membership of Senate’s Sub Committees. | Open | College Secretary |
| **7.2** | **Approval** **for** **the** **award** **of** **Fellow Emeritus** **(subject** **to** **AGC** **recommendation)**  To **note** Senate approval for the award of Fellow Emeritus via email correspondence. | Verbal | Chair |
| **7.3** | [**Approval** **of** **additional** **Programme** **Regulation in** **SHS**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_07.3_Chairs_Action_Approval_SHS_Prog_Regulation_Senate_12_12_18.pdf)  To **note** Chair’s action taken to approve an additional programme regulation in SHS. | Open | Chair |
| **7.4** | To **consider** any other issues brought forward by the Chair. | Verbal | Chair |
| \***8** | [**Senate** **Calendar**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_08_Senate_Calendar_Senate_17_10_18.pdf)  To **note** the annual calendar for Senate business. | Open | Chair |
| **\*9**  **2.20pm** | [**Students’** **Union** **Standing** **Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_09_SU_Report_Senate_12_12_18COLOUR.pdf)  To **note** and **discuss** issues brought forward by the Students’ Union. | Open | SU President |
| **Part** **Two** **–** **Presentation** **/** **Debate Item** | | ***Paper1*** | ***Main*** ***Speaker(s)*** |
| **\*10**  **2.25pm** | **Student** **Mental** **Health** **/** **#StepchangeProgramme**  To **receive** a presentation regarding student mental health | Presentation | Chair LEaD BoS |
| **Part** **Three** **–** **Major** **Items** **for** **Discussion** | | ***Paper1*** | ***Main*** ***Speaker(s)*** |
| **11**  **2.45pm** | **Proposals/reports** **to** **Senate** **from** **AcademicGovernance** **Committee** | |  |
| **11.1** | [**Proposed** **Revisions** **to** **Regulation** **7**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_11.1_Proposed_Emeritus_Titles_Regulation_7_Senate_12_12_18COLOUR.pdf)  To **consider** and **approve** proposed revisions to Regulation 7: Emeritus Titles. | Open | Chair AGC |
| **11.2** | [**Proposed** **changes** **to** **Regulation** **4 (if** **required** **after** **AGC)**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_11.2_Senate_ToRs_Composition_Operations_SREC.pdf)  To **approve** the proposed changes. | Open | Chair SREC/College Secretary |
| **11.3** | [**Senate** **Effectiveness**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_11.3_Senate_Effectiveness_Senate_12_12_18.pdf)  To **receive** an update on Senate Effectiveness. | Open | College Secretary |
| \***12**  **3.00pm** | **Reports** **to Senate** **from** **City** **Graduate** **School** | |  |
| **12.1** | **Research** **Students** **Who** **Teach**  To **consider** the report. | Open | Dean Grad School |
| **12.2** | [**Graduate** **School** **Annual** **Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_12.2_Annual-Report-City-Graduate-School.pdf)  To **consider** the report. | Open | Dean Grad School |
| **12.3** | [**Roles** **&** **Requirements** **for** **external supervisors** **and** **consultants** **–** **guidance**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_12.3_roles_and_responsibilities_research_student_supervisors.pdf)  To **approve** the guidance. | Open | Dean Grad School |
| **12.4** | [**Postgraduate** **Research** **Learning** **Outcomes**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_12.4_PGR-Completion-Rates_Senate_12_12_18.pdf)  To **receive** the report. | Restricted | Dean Grad School |
| \***13**  **3.20pm** | [**External** **Examiners** **Appointments**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_13_External_Examiner_appts_Senate_12_12_18.pdf)  To **note** the report from **Educational** **Quality** **Committee** | Closed | Assistant Director, S&AS |
| \***14**  **3.30pm** | **Proposals/reports** **to** **Senate** **from** **Education &** **Student** **Committee** | |  |
| **14.1** | **Student** **Engagement &** **Attendance Update**  To **consider** the report. | To follow | Director, S&AS |
| **14.2** | [**Delivering** **Integrated** **Student** **Support** **from a** **Student** **Perspective:** **Our** **Future** **Needs**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_14.2_Delivering_Integrated_Student-Support_Senate_12_12_18_.pdf)  To **note** the report. | Open | Director, S&AS |
| \***15**  **3.40pm** | **Reports** **from** **Sub-Committeesand** **Executive** **Advisory** **Committees** | |  |
| **15.1** | [**Escalation** **from** **SHS** **Board** **of** **Studies HEE** **paper**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_15.1_Escalation-of-Concerns-to-HEE_BOS_annual-report_Senate_12_12_18_004.pdf)  **To consider the paper and recommended actions.** | Restricted | Chair of SHS BoS |
| **15.2** | [**Boards** **of** **Studies** **Minutes**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_15.2i_BoS_minutes_Senate_12_12_18.pdf)  [To **note** the minutes and **consider** any matters of concern](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_15.2ii_CLS-BoS-DRAFT-Minutes-After-Chairs-comments-04-07-2018.pdf) | Part closed | BoS Chairs |
| **15.3** | **Reports** **from** **the** **Graduate** **SchoolCommittee,** **Research** **&** **Enterprise** **Committee, Educational** **Quality** **Committee,** **Academic** **Governance Committee,** **Collaborative** **Provision** **Committee**  To **receive** a verbal update and **consider** any matters of concern. | Verbal | Committee Chairs |
| **Part** **Four** **–** **Other** **Items** **for** **discussion** | | ***Paper1*** | ***Main*** ***Speaker(s)*** |
| \***16**  **3.50pm** | [**Assessment** **Feedback** **Turnaround** **Times** **–** **Spring.**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_16_Assessment_Turnaround_Report_Senate_12_12_18COLOUR.pdf)  To **consider** the report. | Closed | Assistant Director, S&AS |
| \***17**  **4.00pm** | [**Overview** **of** **Assessment** **Board** **Monitoring.**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_17_Assessment-Boards-2017-18_Senate_12_12_18.pdf)  To **consider** the report. | Closed | Assistant Director, S&AS |
| \***18**  **4.10pm** | [**Nominations** **for** **Chairs** **of** **Assessment** **Boards** **18/19**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_18_Assessment_Board_Chairs_Senate_12_12_18.pdf)  To **consider** the report and **approve** the nominations. | Open | Assistant Director, S&AS |
| \***19**  **4.20pm** | [**Internal** **Audit Report** **on** **Progression**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_19_IA_Report_Progression_Senate_12_12_18.pdf)  To **consider** the report. | Open | College Secretary |
| \***20**  **4.30pm** | [**Short** **Courses** **Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_20_Short-Courses-APE-2017-18NEEDSCOVER.pdf)  To **note** the report. | Open | Chair (LEaD BoS) |
| \***21**  **4.35pm** | [**Sabbatical** **Leave** **Monitoring–** **Interim** **Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_21_Sabbatical_Leave_Senate_12_12_18.pdf)  To **note** the report. | Restricted | VP (R&E) |
| \***22**  **4.40pm** | [**KPI/PI** **Review**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_22_KPI_PI_Biannual_Review_Senate_12_12_18.pdf)  To **receive** the report. | Closed | VP (S&P) |
| \***23**  **4.40pm** | [***The*** ***Times*** **&*Sunday*** ***Times*** **University** **League** **Table**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_23_Times_Sunday_Times_GUG19_Senate_12_12_18COLOUR.pdf)  To **note** the league table. | Open | VP (S&P) |
| **24** | [**Programmes** **Running** **in** **2018-19** **and** **Programme Suspensions** **and** **Terminations** **in** **2017-18**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_24_Programmes-Running-and-Suspensions-UG-PGT-Programme-list_Senate_12_12_18_.pdf)  To **note** the paper. | Restricted | Assistant Director, S&AS |
| **25** | **Minutes** **for** **Information**  To **note** minutes from the following meetings: | |  |
| **25.1** | [**Council**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_25.1_Council_Minutes_05_10_18_Senate_12_12_18_.pdf) | Part closed | Chair |
| **25.2** | **Senate Committees** |  |  |
|  | [**25.2.1** Collaborative Provision Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_25.2.1_CPC-Meeting-No.3-10Oct18-UNCONFIRMED-MINUTES_Senate_12_12_18_.pdf)  [**25.2.2** Educational Quality Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_25.2.2_Educational-Qualilty-Committee-Minutes_Senate_12_12_18_.pdf)  [**25.2.3** Academic Governance Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_25.2.3_Unapproved_AGC_Minutes_14_November_Senate_12_12_18_.pdf) | Open  Open  Open | Chair CPC  Chair EQC  Chair AGC |
| **25.3** | **Executive Advisory Committees**  [**25.3.1 Graduate School Committee**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_25.3.1_Graduate_School_Committee_Senate_12_1218__.pdf) | Open | Dean Grad School |
| **26** | [**Annual** **Research** **Integrity** **Report** **to Council**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_26_Annual_Research_Integrity_Report_Council_Senate_12_12_18.pdf)  To **receive** the report. | Open | Chair SREC / VP (R&E) |
| **27** | [**Honorary** **Visiting** **Professors**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/12-12-18/Item_27_HVPs_Senate_12_12_18.pdf)  To **note** the appointments and reappointments of Honorary  Visiting Professors approved by Chair’s action. | Open | Chair |
| **Part** **Six** **–** **Concluding** **Items** | | ***Paper1*** | ***Main*** ***Speaker(s)*** |
| \***28** | **Freedom** **of** **Information** **Review**  To **identify** any changes to the open/restricted/closed classification of papers from this meeting. | Open | Chair |
| **29** | **Any** **Other** **Business**  To **note** any other business. | Open | Chair |
|  | **Date** **of** **Next** **Meeting**  13th March 2019 from 2.00pm to 5.00pm. | |  |

Dr William Jordan

College Secretary

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