**Meeting no. 288 - 13-3-19**

**SENATE**

**Wednesday 13th March 2019 from 2pm to 5pm in the Northampton Suite**

\* **1: A meeting of Senators to discuss**[**Athena SWAN**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Athena_SWAN_Update_Senate_13_03_19.pdf)**will take place**

**in the Northampton Suite at 2.00-2.30pm. All members of Senate are invited to attend.**

\* **2: Senate will meet at 2.30pm-5.00pm, following the Athena SWAN discussion.**

**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**  **2.30pm** | **Apologies**  To **note**the **apologies** 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/2018-19/13-3-19/Item_03_Unapproved_Senate_Minutes_12_12_18_Senate_13_03_19.pdf)  To **agree**the minutes of the meeting held on 12th December 2018 |  |  |
|  | Open | Chair |
| **\*4** | [**Matters Arising**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_04.0_Matters_Arising_Senate_13_03_19.pdf) |  |  |
|  | **4.1** Action 4 - Gender Reporting of External Examiners  To **receive** an update | Verbal | DSAS |
|  | [**4.2**Action 12 - Sebastian Street Project](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_04.2_Internal_Audit_CLS_CIC_Decant_Senate_13_03_19-COLOUR.pdf)  To **receive**an update on the Internal Audit | Open | DIA |
|  | [**4.3** Action 16 - Research Students who Teach](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_04.3_Action_16_Research_Students_who_Teach_Senate_13_03_19.pdf)  To **receive** an update | Open | Dean Grad School |
|  | **4.4** Action 22 - KPI/PI Review  To **receive** an update | Verbal | VP(S&P) |
|  | **4.5** To **note** any other matters arising not covered | 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/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_06_Terms_of_Reference_Senate_13_03_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** |  |  |
|  | **7.1 Honorary Medical Adviser**  To **note** the appointment of Dr Christine Rajah as Honorary Medical Adviser for 3 years by Chair's Action | Verbal | Chair |
|  | [**7.2 Programme Regulations for MA Academic Practice**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_07.2_Chairs_Action_Approval_LEaD_Programme_Regulation_MA_Academic_Practice_Senate_13_03_19.pdf)  To **note** Programme Regulation for LEaD approved by Chair's action | Open | Chair/Chair EQC |
|  | **7.3** 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/2018-19/13-3-19/Item_08_Senate_Calendar_Senate_13_03_19.pdf)  To **note** the annual calendar for Senate business | Open | Chair |
| **\*9**  **3.00pm** | [**Students' Union Standing Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_09_SU_Report_Senate_13_03_19.pdf)  To **note** and **discuss** issues brought forward by the Students' Union | Open | SU President |
|  | **Part Two - Major Items for Discussion** |  |  |
| **\*10**  **3.10pm** | **Proposals/reports to Senate from Academic Governance Committee** |  |  |
|  | [**10.1 Proposed changes to Ordinance C1 Senate**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_10.1_Ordinance_C1_revisions_Senate_13_03_19-COLOUR.pdf)  To **consider** and **recommend to Council**proposed revisions to Ordinance C1 Senate | Open | Chair AGC |
|  | [**10.2 Research & Enterprise Committee**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_10.2_Research_and_Enterprise_Committee_ToR_Revisions_Senate_13.03.19.pdf)  To **consider** and **approve** Terms of Reference | Open | VP(R&E) |
|  | [**10.3 Recommendation for the Award of Professor Emeritus**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_10.3_Professor_Emeritus_Nomination_Senate_13_03_19.pdf)  To **consider** the nomination and **approve** the recommendation for the award | Closed | Chair AGC |
| **\*11**  **3.25pm** | **Reports to Senate from City Graduate School** |  |  |
|  | [**11.1 Graduate Teaching Assistants**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_11.1_Graduate_Teaching_Assistants_Policy_Senate_13_03_19.pdf)  To **approve** the updated policy/guidance | Open | Dean Grad School |
| **\*12**  **3.40pm** | **Proposals to Senate from Educational Quality Committee** |  |  |
|  | [**12.1 Undergraduate Annual Programme Evaluation Summary Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_12.1_APE_Undergraduate_Report_2017-2018_Senate_13_03_19-COLOUR.pdf)  To **consider** the paper and recommended actions | Open | DP&P |
|  | [**12.2 PSRB Summary Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_12.2_PSRB_Summary_Report_Senate_13_03_19.pdf)  To **note** the report | Open | DP&P |
|  | [**12.3 Framework for Development and Review of Academic Policy and Guidance**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_12.3_Annex_1_Quality_and_Standards_Policy_Framework_For-EQC-Feb-18_Senate_13_03_19.pdf)  To**note**the report | Open | DP&P |
| **\*13**  **4.10pm** | **Reports from Sub-Committees and Executive Advisory Committees** |  |  |
|  | [**13.1 Board of Studies Minutes**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_13.1_BoS_Minutes_Senate_13_03_19.pdf)  To **note** the minutes and **consider**any matters of concern | Part closed | BoS Chairs |
|  | **13.2 Reports from the Graduate School, 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 Three - Other Items for discussion** |  |  |
| **\*14**  **4.20pm** | [**Interdisciplinary Centres**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_14_Interdisciplinary_Centre_Cyber_Security_Senate_13_03_19.pdf)  To **note**proposals being developed for the creation of an Interdisciplinary Centre in Cyber Security | Closed | VP(R&E) |
| **\*15**  **4.30pm** | [**Sabbatical Leave Monitoring**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_15_Report-on-CLS-sabbaticals-17-18_Senate_13_03_19.pdf)  To **note** the amended Interim report from CLS | Restricted | VP(R&E) |
| **\*16**  **4.40pm** | [**Cover sheets for Senate papers from Education and Student Committee, Educational Quality Committee and Graduate School Committee**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_16_Cover_Sheet_SAS_Committee_Reports_Senate_13_03_19.pdf)  To **consider**the introduction of revised cover sheets for papers for these Committees | Open | College Secretary |
|  | **Part Four - Items for Information** |  |  |
| **17** | **Minutes for Information**  To**note**minutes from the following meetings |  |  |
|  | [**17.1 Council**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_17.1_Council_Minutes_23_11_18_Senate_13_03_19.pdf) | Part Closed | Chair |
|  | **17.2 Senate Committees** |  |  |
|  | [**17.2.1** Educational Quality Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_17.2.1_Educational_Quality_Committee_Unconfirmed_Minutes_7_Feb_2019_Senate_13_03_19.pdf) | Open | Chair EQC |
|  | [**17.2.2**Academic Governance Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_17.2.2_Unapproved_AGC_Minutes_06_February_19_Senate_13_03_19.pdf) | Open | Chair AGC |
|  | [**17.2.3**Senate Research Ethics Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_17.2.3_SREC_Unapproved-Minutes_21_11_18_Senate_13.03.19.pdf) | Open | Chair SREC |
|  | **17.3 Executive Advisory Committees** |  |  |
|  | [**17.3.1** Education and Student Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_17.3.1_Education_and_Student_Committee_Unconfirmed-Minutes_November-2018_Senate_13_03_19.pdf) | Open | DP&P |
|  | [**17.3.2** Graduate School Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_17.3.2_Graduate_School_Committee_Unconfirmed-Minutes-22_02_19_Senate_13_03_19.pdf) | Open | Dean Grad School |
| **18** | [**Honorary Visiting Professors**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/13-3-19/Item_18_HVPs_Senate_13_03_19.pdf)  To **note**the appointments and reappointments of Honorary Visiting Professors approved by Chair's action | Open | Chair |
|  | **Part Five - Concluding Items** |  |  |
| **\*19** | **Freedom of Information Review**  To **identify** any changes to open/restricted/closed classification of papers from this meeting | Open | Chair |
| **20** | **Any Other Business**  To **note** any other business | Open | Chair |
|  | **Date of Next Meeting**  15th May 2019 from 2.00-5.00pm |  |  |

Dr William Jordan

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