**Meeting no.297 - 07-10-20**

Senate

**Meeting to be held on Wednesday 7th October 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/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_00_Agenda_Senate_07_10_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 | **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/0008/564812/Item_03_Unapproved_SENATE_MINUTES_16_09_20_Senate_07_10_20.pdf)To agree the minutes of the meeting held on 16th September 2020. | Open | Chair |
| \*4 | **Matters Arising**4.1 Item 17: Matters Arising - Suspension from RegulationsTo receive an update.4.2 To note any [other matters arising not covered elsewhere on the Agenda](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_04_Matters_Arising_Senate_07_10_20.pdf). | 4.1 Verbal4.2 Open | 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/0010/564814/Item_06_Terms_of_Reference_Senate_07_10_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 CorrespondenceTo note the approved Senate business conducted by circulation.7.2 Senate Approvals by Chair’s Action: [Conferment of Awards 2019/20](https://www.city.ac.uk/__data/assets/pdf_file/0011/564815/Item_07.2_Senate_Conferment_Awards_2019-20_Senate_07_10_20.pdf) by the President on behalf of SenateTo note Chair’s action taken.7.3 Senate Approvals by Chair’s Action: [Academic Year Structure 2020/21](https://www.city.ac.uk/__data/assets/pdf_file/0003/564816/Item_07.3_Revised_Academic-Year-Structure-2020-21-from-January-2021_Senate_07_10_20.pdf)To note Chair’s action taken.7.4 Senate Approvals by Chair’s Action: PoliciesTo note Chair’s action taken to approve editorial changes to the following Senate Policies:* Code of Practice for Student Representation Policy
* Academic Integrity and Misconduct Policy
* Student Harassment and Bullying Policy
* Student Sexual Misconduct Policy
* Student Contact with Teaching Staff Policy
 | 7.1 Verbal7.2 Open7.3 Open7.4 Verbal | Chair |
| \*8 | **Membership**8.1 Senate Membership 2020/21To note the Senate Membership List for 2020/21.8.2 [Chairs & Deputy Chairs of Board of Studies 2020/21](https://www.city.ac.uk/__data/assets/pdf_file/0005/564818/Item_08.2_Chair_Deputy_Chairs_BoS_Senate_07_10_20.pdf)To note the Deans who will act as Chairs of Boards of Studies and to approve | Open | Chair |
| \*9 | [**Senate Calendar**](https://www.city.ac.uk/__data/assets/pdf_file/0006/564819/Item_09_Calendar_Senate_2020.21_Senate_07_10_20.pdf)To note the annual calendar for Senate business. | Open | Chair |
| \*10 | [**Students’ Union Standing Report**](https://www.city.ac.uk/__data/assets/pdf_file/0007/564820/Item_10_SU_Report_Senate_07_10_20.pdf)To note and discuss issues brought forward by the Students’ Union. | Open | SU President |
| **Item number** | **Part Two – Major Items for Discussion** | **Paper1** | **Main Speaker(s)** |
| \*11 | **Proposals/reports to Senate from Education & Student Committee**11.1 Education & Student Committee UpdateTo receive a verbal update.11.2 [Student Survey Reports: NSS analysis 2020 and action planning 2020-21](https://www.city.ac.uk/__data/assets/pdf_file/0008/564821/Item_11.2_NSS_analysis_and-_actions_2020_Senate_07_10_20.pdf)To discuss and endorse the actions plans outlined in the paper11.3 [Student Survey Reports: PTES 2020 Headlines](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_11.3_PTES-2020-headlines-Senate_07_10_20.pdf)To note the report. | 11.1 Verbal11.2 Restricted11.3 Restricted | DP&P |
| \*12 | **Proposals/reports to Senate from Educational Quality Committee**12.1 [Annual Assurance Report to Council: Approach and Timeline](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_12.1_Annual_Quality_Assurance_Report_to_Council_2019-2020_Senate_07_10_20.pdf)To note the proposed approach and timeline for the 2019/20 report. | Open | DP&P / DSAS |
| \*13 | **Proposals/reports to Senate from Academic Governance Committee**13.1 [Recommendation for the Award of Professor Emeritus](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_13.1_Emeritus_Prof_Senate_07_10_20.pdf)To consider the nomination and approve the recommendation for the award.13.2 [Programme Regulations School of Health Sciences – proposed updates for 2020/21](https://www.city.ac.uk/__data/assets/pdf_file/0003/564825/Item_13.2_2020-21-SHS-Prog-Regs-Sept-2020-.pdf)To consider and approve the proposed changes in relation to SHS.13.3 [Honorary Visiting Professor Guidance](https://www.city.ac.uk/__data/assets/pdf_file/0004/564826/Item_13.3_HVP_Guidance_Senate_07_10_20.pdf)To approve the guidance.13.4 Senate’s Committees: VacanciesTo note the vacancies. | 13.1 Closed13.2 Open13.3 Open13.4 Verbal | Chair AGC |
| \*14 | Proposals/reports to Senate from Research & Enterprise Committee14.1 REF UpdateTo receive a verbal update. |   | VP(R&E) |
| \*15 | [Admissions Policy and Fee Assessment Policy](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_15_Admissions_Policy_and_Fee_Assessment_Policy-2021-22_Senate_17_10_20.pdf)To note the revised Policy. | Closed | DP&P |
| **Item number** | **Part Three – Other Items for Discussion** | **Paper1** | **Main Speaker(s)** |
| \*16 | **Reports from Sub-Committees and Executive Advisory Committees**16.1 [Boards of Studies Minutes](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_16_BoS_Minutes_Senate_07_10_20.pdf)To note the minutes and consider any matters of concern.16.2 Reports from the Graduate School Committee, Research & Enterprise Committee, Educational Quality Committee, Academic Governance Committee, Collaborative Provision CommitteeTo receive a verbal update and consider any matters of concern. | 16.1 Part Closed16.2 Verbal |  16.1 BoS Chairs16.2 Chairs ofCommittees |
| \*17 | [**Postgraduate Research: Programme Delivery 2020-21**](https://www.city.ac.uk/__data/assets/pdf_file/0007/564829/Item_17_PGR_update_Senate_07_10_20.pdf)To note actions taken as outlined in the report. | Open | Doctoral CollegeChair |
| \*18 | [**Research Integrity Report**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_18_Research_Integrity_Senate_07_10_20.pdf)To consider the report. | Open | VP(R&E) |
| \*19 | [**Unistats Return 2020/21 submission to HESA**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_19_Unistats_2020_1_Senate_Paper_Senate_07_10_20.pdf)To note the report and publication of the return to HESA. | Closed | DP&P |
| \*20 | [**Undergraduate Admissions Summary for 2020/21**](https://www.city.ac.uk/__old_design/_media/web2020/documents/about-us/governance-and-legal/senate/senate-papers/202021/meeting-2/Item_20_Undergraduate-Admissions-2020-21-Report_Senate_07_10_20.pdf)To consider the report. | Closed | DP&P |
| **Item number** | **Part Four – Items for Information** | **Paper1** | **Main Speaker(s)** |
| 21 | **Minutes for Information**To note minutes from the following meetings:21.1 [Council](https://www.city.ac.uk/__data/assets/pdf_file/0010/564832/Item_21.1_Minutes_Council_15_05_2020_Open__Senate_07_10_20.pdf)21.2 [Academic Governance Committee](https://www.city.ac.uk/__data/assets/pdf_file/0011/564833/Item_21.2_AGC_September_Minutes_22_09_20_Senate_07_10_20.pdf)21.3 [Educational Quality Committee](https://www.city.ac.uk/__data/assets/pdf_file/0003/564834/Item_21.3_Unapproved-Education-and-Student-Committee-Minutes-10.09.20.pdf) | Open | 21.1 Chair21.2 Chair AGC21.3 Chair EQC |
| **Item number** | **Part Five – Concluding Items** | **Paper1** | **Main Speaker(s)** |
| \*22 | **Freedom of Information Review**To identify any changes to the open/restricted/closed classification of papers from this meeting. | Verbal | Chair |
| 23 | **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