**Meeting no. 289 – 15-5-19**

**Meeting No. 289**

**SENATE**

**Meeting to be held on Wednesday 15th May 2019 from 2pm to 5pm
in Room AG07B**

**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.**

| **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/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_03_Unapproved_Senate_Minutes_13_03_19_Senate_15_05_19.pdf)To **agree** the minutes of the meeting held on 13th March 2019. | Open | Chair |
| **\*4** | [**Matters Arising**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_04.0_Matters_Arising_Senate_15_05_19.pdf) |   |   |
| **4.1** | Action 8 – Graduate Students who TeachTo **receive**feedback from the SU on the new arrangements for GTAs. | Verbal | SU President |
| **4.2** | [Action 13 – Sebastian Street Project](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_04.2_Matter_Arising_Action_13_Move_of_CLS_from_CIC_Senate_15_05_19.pdf)To **receive** an update. | Open | DIA |
| **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/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_06_Terms_of_Reference_Senate_15_05_19.pdf)To **note**the terms of reference of Senate and the regulations relating to Senate | Open  | Chair |
| **\*7** | **Items Specifically Brought Forward by the Chair**To **consider** any 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/2018-19/15.05.19/Item_08_Senate_Calendar_Senate_15_05_19.pdf)To **note** the annual calendar for Senate business. | Open | Chair |
| **\*92.20pm** | [**Students' Union Standing Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_09_SU_Report_Senate_15_05_19.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****2.30pm** | **Preparing for Subject-Level TEF**To **receive** a presentation on preparations for Subject-Level TEF | Presentation | DP&P / Mary Ann Kernan |
| **Part Three - Major Items for Discussion** | **Paper1** | **Main Speaker(s)** |
| **\*11****2.55pm** | **Proposals/Reports to Senate from City Graduate School** |   |   |
| **11.1** | [**Policy on Graduate Teaching Assistants**](https://www.city.ac.uk/__old_design/__data/assets/pdf_file/0006/467817/Item_11.1_GTA_EIA_Policy_Senate_15_05_19.pdf)To **approve** the amended policy. | Open | Dean Grad School |
| **11.2** | [**Limits on Research Student Teaching Hours**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_11.2_Limits_on_Research_Students_Teaching_Hours_Senate_15_05_19.pdf)To **note** the paper. | Restricted | Dean Grad School |
| **11.3** | [**Viva Voce or Oral Examination using Videoconferencing**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_11.3_Viva_Voce_Videoconferencing_Senate_15_05_19.pdf)To **approve** the revised policy. | Open | Dean Grad School |
| **\*12****3.25pm**  | **Proposals/Reports to Senate from Educational Quality Committee** |   |   |
| **12.1** | [**Prevent Duty Compliance Audit**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_12.1_-Internal_Audit_Prevent-Duty_Senate_15_05_19.pdf)To **note**the Review of Prevent Duty Compliance. | Open | DIA |
| **12.2** | [**Programme Regulations – proposed amendments for 2019/20 School of Health Sciences**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_12.2_-SHS_Programme_Regulation_Nursing_BSc_MSc_2019-20_Senate_15_05_19.pdf)To **approve** the Programme Regulations for 2019/20 for BSc/MSc Nursing. | Open | DP&P |
| **\*133.35pm** | **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/2018-19/15.05.19/Item_13.1_BoS_Minutes_Senate_15_05_19.pdf)To **note** the minutes and **consider** any matters of concern | Part Closed | BoS Chairs |
| **13.2** | **Reports from the Graduate School Committee, Research &  Enterprise Committee, Educational Quality Committee, Academic Governance Committee, Collaborative Provision Committee**To**receive**a verbal update and**consider** any matters of concern. | Verbal | Committee Chairs |
| **Part Four - Other items for discussion** | **Paper1** | **DP&P** |
| **\*14****3.45pm** | [**Review of the Student Attendance & Engagement Policy**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_14_Taught_Student_Attendance_Policy_Review_Senate_15_05_19.pdf)To **consider**the proposed changes to the Taught Student Attendance & Engagement Policy | Open | DP&P |
| **\*15****4.05pm**  | [**NSS Milestones Review**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_15_NSS_Milestones_Senate_15_05_19.pdf) To **consider** the paper. | Open | DP&P |
| **\*164.15pm** | [**Vision and Strategy Educational KPI Meetings**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_16_KPI_meetings_2018-19_Senate_15_05_19.pdf)To **note** the actions being undertaken at Programme, School and institutional level supporting the KPIs. | Open | DP&P |
| **\*174.25pm** | [**Outcomes from Module Evaluation 2018-19 – Autumn Term 2018**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_17_Module_Evaluation_Report_2018-19_Autumn_Senate_15_05_19.pdf)To **consider** the report. | Closed | DP&P |
| **Part Five - Items for Information** |  |  |
| **18** | [**Undergraduate and Postgraduate Applications for 2019/20**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_18_Senate_Admissions_Update_May_2019_Senate_15_05_19-Restricted.pdf)To **note**the report. | Closed | DP&P |
| **19** | **Minutes for Information**To **note** minutes from the following meetings: |   |   |
| **19.1** | **Senate Committees** |   |   |
| **19.1.1** | [Educational Quality Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_19.1.1_Educational-Quality-Committee_Unconfirmed-Minutes_11-April_2019_Senate_15_05_19.pdf) | Open | Chair EQC |
| **19.1.2** | [Senate Research Ethics Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_19.1.2_SREC_January-Minutes_Senate_15_05_19.pdf) | Open | Chair SREC |
| **19.1.3** | [Collaborative Provision Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_19.1.3_CPC_Meeting_6_March_2019_Minutes_Senate_15_05_19.pdf) | Open | Chair CPC |
| **19.2** | **Executive Advisory Committees** |   |   |
| **19.2.1** | [Education and Student Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_19.2.1_ESC-Meeting-Notes-27.02.2019_Senate_15_05_19.pdf) | Open | DP&P |
| **19.2.2** | [Research and Enterprise Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_19.2.2_Research_and_Enterprise_Committee_Minutes_18_Feb_2019_Senate_15_05_19.pdf) | Open | VP (R&E) |
| **19.2.3** | [Graduate School Committee](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_19.2.3_CGSC_Unconfirmed_Minutes_02-05-19_Senate_15_05_19.pdf) | Open | Dean Grad School |
| **20** | [**Honorary Visiting Professors**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/Item_20_HVPs_Senate_15_05_19.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)** |
| **\*21** | **Freedom of Information Review**To **identify**any changes to the open/restricted/closed classification of papers from this meeting. | Open | Chair |
| **22** | **Any Other Business**To **note**any other business | Open | Chair |
|   | **Date of Next Meeting**10th July 2019 from 2.00pm to 5.00pm. |   |   |
| **Dr William Jordan****College Secretary****William.Jordan@city.ac.uk** |
| City, 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.  Their agendas are also published on the web, if possible, in advance of the meeting. The Council minutes can only be agreed at the next meeting of Council.“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 circulation of the Council meeting highlights to all staff via email.“Open” Senate papers are published on the web and “Restricted” and “Closed” papers are available to staff via the web using a password.The agenda, papers and minutes for the other Sub-Committees of Council are not published on the website or Staff Hub.“Restricted” and “Closed” papers are exempt under the Freedom of Information Act and will not be made available to a member of the public making an FOI request.  Staff will have access to the “Restricted” papers of Council and Senate. “Restricted” classifies a paper that is “Closed” but has been made available to staff. Staff should treat “Restricted” papers as confidential and not to share or discuss them with anyone other than City, University of London staff. “Open” papers will normally be made available to anyone lodging an FOI request. Papers may be “partly closed” or “partly restricted” and the open and closed/restricted elements are treated separately from one another following the processes for each type of paper laid out here. The Committee may change the classification of papers on the agenda at the meeting at which they are considered. |