**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 Teach To **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 |
| **\*9 2.20pm** | [**Students' Union Standing Report**](https://www.city.ac.uk/__old_design/_media/city-site/documents/about/education/academic-committees/senate/2018-19/15.05.19/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 |
| **\*13 3.35pm** | **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 |
| **\*16 4.15pm** | [**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 |
| **\*17 4.25pm** | [**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**](mailto:william.jordan@city.ac.uk) | | | |
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