#### SENATE

#### Terms of Reference

The terms of reference of the Senate are set out in paragraph 3.3 of the Articles of Government, which reads as follows:

There shall be a Senate of the University, whose membership shall be set out in rules or bye-laws approved by the University Council.

Subject to the provisions of these Articles, to the overall responsibility of the University Council, and to the responsibilities of the Vice-Chancellor, the Senate shall be the academic authority of the University and in particular responsible for:

a) the consideration of the academic plan of the University and its associated academic activities and the resources needed to support them and for advising the Vice-Chancellor and the University Council thereon;

b) the maintenance of academic standards guided by the Quality Assurance Agency UK Quality Code for Higher Education;

c) making regulations for the admission of students;

d) making regulations for the examination and assessment of the academic attainment of students;

e) regulating research degrees and post graduate studies;

f) the curricula and teaching and learning strategies;

g) the suspension and expulsion of students from the University;

h) the appointment, removal and regulation of external examiners and assessors;

i) making regulations for and the conferring of academic qualifications and academic distinctions of the University;

j) making recommendations to appropriate bodies for the award of academic qualifications, scholarships, bursaries, prizes and other distinctions;

k) making regulations and recommendations for the award of honorary academic qualifications and titles;

l) the approval of school or departmental name changes

m) such other matters as the University Council or the Vice-Chancellor may assign to it.

### Membership

1. Vice-Chancellor, (Chair), (Ex officio)
2. Deputy Vice-Chancellor, (Ex officio)
3. Pro Vice-Chancellors, (Ex officio)
4. Deans of Schools, (Ex officio)
5. Director of Digital InformationServices, (Ex officio)
6. Director of Student Services, (Ex officio)
7. President of the Students’ Union, (Ex officio)
8. 5 Members elected by and from the Professors
9. 6 Members, one from each School, elected by and from the academic staff of each School
10. 2 Members elected by and from the academic staff as a whole
11. 2 Members elected by and from the general staff as a whole
12. 2 Members appointed by and from the Students’ Union
13. Up to 3 Members co-opted by the Senate

### In Attendance

### University Secretary

Director of Estates & Facilities

Director of Finance

Director of Human Resources

Director of International Development

Director of Research Innovation and Knowledge Exchange

Director of Marketing Communications and Student Recruitment

### Director of Registry (Secretary)

### Quorum

The quorum should be any eighteen of the members of the Senate.

### Mode of Operation

The Committee normally meets three times per year. and reports to the University Council The timing of meetings is determined to facilitate oversight of the annual academic planning cycle.

### Delegation of Authority

The Chair to have executive authority to act, in exceptional circumstances, between meetings on behalf of the committee. in consultation with the Director of Registry, and to report action taken to the Committee.

### Appointment and Term of Office

The appointment of members drawn from the Professors shall be by election by and from the Professors. The appointment of members representing the Schools shall be by election by and from the Academic Staff of each School. The appointment of the Academic Staff shall be by election by and from the Academic Staff of the University as a whole. The appointment of the General Staff (APT&C) shall be by election by and from the General Staff (APT&C) of the University as a whole. The term of office for each elected Committee member shall be a once only renewable period of three years. Where appointments are made at the same time within a multiple category the term of office should be staggered to allow for the rotation of membership within that category.