

## Terms of Reference and Composition of Senate and Senate Committees 2020-21

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### SENATE

#### Terms of Reference & Composition

1. The Senate shall be constituted as follows:-
  - (a) The Vice-Chancellor and Rector who shall be Chair
  - (b) The Vice-Chair, who shall be a member of University Executive Committee
  - (c) The University Executive Committee
  - (d) The President and Vice-President of the Students' Union plus one other registered student of the University elected by the Students' Union. *If the Students' Union has two Vice-Presidents, the "other registered student" is replaced by the second Vice-President.*
  - (e) The University Professoriate
  - (f) The Registrar (or equivalent) and the Director of Library and Learning Spaces (or equivalent); the Deputy Registrar and the Deputy Director of Library Services
  - (g) Such other holders of academic posts as the Council may determine. This includes Heads of Schools, Departments and Subjects who are not within section (e)
  - (h) Holders of Senior Managerial Posts: the Director of Personnel, The Director of Enrolment, the Director of Learning and Teaching Development, the Director of IT, The Director of Estates, The Head of External Relations and the Head of Residential Life (or equivalents).
  - (i) The Heads of Partner Institutions as determined from time to time by Council. *Currently the Principals of the Network of Hope Colleges.*
2. Subject to the terms and conditions hereof the manner in which persons are appointed to the Senate pursuant to Article 20(h) hereof and the duration of their respective terms of office and the filling of casual vacancies shall be determined by the Council.
3. Any person who is a member of the Senate because he or she is the Vice-Chancellor and Rector or the holder of a specified post or office or a member of the academic staff shall cease to be a member of the Senate on ceasing to be the Vice-Chancellor and Rector or the holder of a specified post or office or member of the academic staff as the case may be.
4. An elected member of the Senate may resign at any time by notice in writing addressed to the Secretary of the Senate.
5. The Senate shall in addition to the other functions and powers conferred upon it by the provisions of the Instrument have the following responsibilities:-

- (a) for advising the Council concerning academic policy, the University's academic programme and the contents of curricula
- (b) for making recommendations to the Council and the Vice-Chancellor and Rector concerning the use of the University's resources
- (c) for advising the Council and the Vice-Chancellor and Rector on staffing policies
- (d) for advising the Council on the academic implications of budgetary and other proposals
- (e) for the maintenance of proper academic standards and the operation of quality assurance procedures
- (f) for proposing appropriate persons for appointment as External Examiners and defining the Terms of Appointment
- (g) for the determination of the qualifications for entry to particular courses insofar as such qualifications are not imposed by external validating bodies and on the allocation of students as between courses
- (h) for advising the Vice-Chancellor and Rector on the policy governing the teaching and timetabling of the various courses including the provision and supervision of professional training
- (i) for the determination of the academic grounds for the suspension exclusion or dismissal of students from the University insofar as these are within the competence of the Senate
- (j) for the determination of the academic qualifications for the award of diplomas or certificates of the University
- (k) for promoting research in the University
- (l) for such other matters referred to it by the Council
- (m) for making orders for the conduct of its affairs and other matters as lie within its competence provided that such orders shall not be effective until they have been approved by the Council.

6. The Senate may appoint such committee or sub-committees as it thinks fit for the better performance of its work and may delegate any powers or functions which it is competent itself to perform, subject to the approval of the Vice-Chancellor and Rector and the Council. The Senate shall from time to time prescribe by order for the constitutional procedure and conduct of such committees or sub-committees provided that there shall be at least two members of the Senate on each of such committees or sub-committees.