

**SENATE
TERMS OF REFERENCE**

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Terms of Reference

Subject to oversight and control from Council, Senate is the University's principal academic authority. Senate is responsible for promoting research, for promoting and regulating learning and teaching, and for maintaining the quality and standards of the University's academic provision.

Powers and Duties

Senate's powers and duties are detailed in [Ordinance 19.5](#) of the University's Statutory Framework. Subject to the provisions of the Charter and Statutes, the Senate shall, in addition to all other powers vested in it, have the following powers and duties:

1. To act as a forum for debate on academic strategy and policy.
2. To direct and regulate the teaching and instruction within the University and the examinations held by the University.
3. To promote research within the University and to call for reports from time to time on such research.
4. To promote the maintenance of appropriate quality and standards in the University's academic provision, including provision offered in collaboration with other institutions or organisations.
5. To consider and approve schemes for the organisation of the Faculties, Schools and other academic units of the University and to assign to them their respective subjects and also to report at any time to the Council as to the expediency of establishing or abolishing Faculties, Schools and other academic units.
6. To make Regulations governing courses of study and examinations and to carry them into effect.
7. To award degrees (other than honorary degrees), diplomas, certificates and other academic awards or distinctions and, after consultation with the Council, to revoke any such degrees, diplomas, certificates or other academic awards or distinctions conferred by the University, and to withdraw privileges associated therewith.
8. To submit recommendations to the Council for the conferment of honorary degrees and honorary fellowships, subject to the conditions prescribed by Ordinance 28.
9. To make proposals for new degrees, diplomas, certificates and other academic awards and distinctions.
10. To regulate the admission of students to the University and their continuance therein.
11. To oversee the appointment and work of External Examiners.
12. To determine, subject to any conditions made by the Founders and accepted by the Council, the times, mode and conditions of competition for fellowships, studentships, scholarships and prizes and to award the same.
13. To regulate and superintend the discipline of students of the University.
14. To report to the Council on any Statute and Ordinance and on all proposed changes of Statutes and Ordinances and on any academic matter.
15. To discuss and declare an opinion on any matter relating to the University.
16. To delegate any power exercisable by the Senate and any duty imposed upon the Senate to any committee and to resolve that, for so long as the delegation remains in force, the power shall be exercisable wholly or in part by the committee and not by the Senate and the duty shall be the duty wholly or in part of the committee and not of the Senate; provided that any such delegation shall be revocable at any time by the Senate

but such revocation shall not affect the validity of anything done by the committee theretofore by the virtue of the delegation.

17. To exercise all such powers as are or may be conferred on the Senate by the Charter, Statutes, Ordinances and Regulations and to do such other acts and things as the Council shall authorise.

Reporting Relationships

Senate reports to the University's governing body, Council.

Senate has a [range of sub-committees](#) and two strategic sub-committees, Education Committee and Research and Impact Committee. Each of these committees also has a range of sub-committees as detailed in the University's committee structure. There is also a joint committee of Senate and Council that has oversight of the University's process for awarding honorary degrees and honorary fellowships.

Senate may establish time-limited groups as necessary to deal with pertinent issues.

Frequency of Meetings

Senate usually meets on four occasions during the academic year. Additional meetings can be convened as appropriate.

Quorum

The quorum for a meeting of the Senate shall be one third of its members.

Membership of Senate

[Senate has a membership of 87](#), comprising the Vice-Chancellor, the Provost and Deputy Vice-Chancellor, the Chief Operating Officer, the Pro-Vice-Chancellors, the Associate Pro-Vice-Chancellors, the Deans of Schools/Institutes, eight heads of Level 1 academic units from each Faculty, eight representatives from each Faculty elected by and from among the academic staff employed on substantive Teaching and Research or Teaching and Scholarship contracts, the four Student Representative Officers and one student representative from each Faculty.

The terms of office of members of the Senate, other than ex officio members, shall usually commence on 1 August.

Invited to Attend

Other individuals may be invited to attend for specific meetings at the discretion of the Senate.

If non-University staff or University staff who are not members of the Senate wish to attend, then a formal written request must be made to the Secretary, who will then liaise with the Chair to determine whether the attendance at the meeting is appropriate.

Meeting Dates for 2024/25

- 20 November 2024
- 29 January 2025
- 19 March 2025
- 25 June 2025