

THE SENATE

Annual Effectiveness Review 2015-2016

This paper reviews the performance and effectiveness of the Senate in accordance with the procedure agreed by Academic Quality and Governance Committee (AQGC) in February 2016.

Following the 2013/2014 major review of academic governance, AQGC now has responsibility for the annual monitoring of, and for assuring the Senate on, the effectiveness of academic governance. This review will be incorporated into an annual report to AQGC summarising all reviews from all committees and making recommendations for improvements where required.

The Senate is asked to:

- a) **comment** on any issues arising from the information provided about its performance and effectiveness for the 2015-16 year and **agree** any actions to be taken;
- b) **review** the terms of reference in the light of the effectiveness review;
- c) **note** the annual attendance figures.

REVIEW OF COMMITTEE EFFECTIVENESS BY COMMITTEE MEMBERS

- 1 On 11 May 2016 an online survey was sent to the 97 members of the Senate with a closing date of 25 May 2016. The survey included six questions relating to the effectiveness of the Committee and the way it conducted its business against its terms of reference; the effectiveness of its Chair; and the appropriateness of its membership. The survey also invited open comments on each question and asked for suggestions.
- 2 Responses were received from 34 of the 97 members, a 35% response rate. This response rate is disappointing to note, since members had been advised that participation in the annual effectiveness review (AER) survey was an expectation of their committee role. The response rate is also disappointing when considered in light of the high attendance rate at meetings of the Senate.
- 3 Anonymised survey responses (Appendix 1) were received and analysed by the Working Secretary. The responses to the survey represent a range of viewpoints and a summary is presented in this paper.

ASSESSMENT OF BUSINESS AGAINST THE TERMS OF REFERENCE

Appropriateness of business to Terms of Reference – Q1-2

- 4 79% of the respondents indicated that they were either very satisfied (44.1%) or moderately satisfied (35.3%) with the appropriateness of business to the terms of reference. Responses as to whether the terms of reference covered the business that the Senate should consider indicated 32% being very satisfied and 53% being moderately satisfied.

- 5 In considering the comments received in response to the two questions, one member commented that at times it felt as if there had not been enough time to discuss papers fully at Senate. Another considered that terms of reference 1 and 9 were ambiguous as to Senate's role in approving/not approving matters of strategic importance or more generally of interest to the academic community. Another member commented that the impact of changes to the Vice-Chancellor's Executive (VCE) and Executive Deans required greater consideration by the Senate as they had significant impact on the academic performance of the University. However, related to this point, another respondent suggested that greater clarity was required over the definition of academic governance and the responsibility of Senate as on many occasions they considered management business was raised and there could be clearer direction that this should not be considered by the Senate. One member commented that the advice Senate gave was ignored and another believed that further discussion should have taken place on the introduction of Faculty Assemblies. One respondent commented that the morning briefing sessions were helpful but further notice was required especially if the content was likely to be referred to during debates by the Senate.
- 6 In reflecting upon the appropriateness of the business the Senate discussed, one member considered that the Senate had delegated too much authority to mid-level committees which s/he felt were overburdened and resulted in too many instances of Chair's Action being taken. Another member commented that the Senate's terms of reference prevented it discussing anything but academic and governance matters, eg the financial and management aspects of the University's operations which meant they eluded adequate public scrutiny. For information, these areas, however, are clearly stated in the terms of reference of the University's Council and its minutes are available on the University's public website.

Effectiveness of Chair – Q3

- 7 85% of respondents comments that the Chair was extremely, very or moderately effective. Respondents acknowledged the Chair was new to the role and commended the fairness and courtesy afforded to members and the opportunities offered to all who wished to engage in the discussion. Two respondents suggested that Senate should allow for more debating of issues rather than questions from members followed by responses. Three respondents commented that they considered standing orders were not adhered to at all times resulting in confusion.
- 8 Three respondents commented that greater attention needed to be paid to prioritising items for discussion and making sure that there is appropriate time for all items on the agenda.
- 9 One member commented that the question was ambiguous in terms of whether it covered effectiveness in Senate meetings or whether it covered the wider role of the Chair leading the Senate membership. The member considered the Senate briefings and strategy workshops had provided an extended, more inclusive and interactive forum for direct questioning of the Chair on particular issues; however email messages from the Chair communicating decisions had not given the impression of conducting business fairly and impartially.

Appropriateness of membership – Q4

- 10 65% of respondents considered the membership to be extremely or very appropriate with 36% considering the membership was moderately or not very appropriate. One member wished to see a wider and more diverse age range of membership. Another commented that members have been particularly effective in making contributions, drawing on their skills and experience, including bringing motions to Senate. Related to this point, another member saw Senate as being able to draw on a range of knowledgeable and passionate

individuals with experience to offer but felt at times this was underutilised. One respondent viewed the academic voice as being underrepresented on the Senate and another considered that the academic related voice was not given as much respect as the academic one. One member requested remote participation however this has been available for all meetings this year.

- 11 One member expressed the view that the Senate was too big and s/he was not clear that the membership was able to provide a strategic overview. It needed to challenge more rather rubber stamp policy and needed to be aware of the financial implications of the decisions it makes.

Management of business and usefulness of information – Q5-6

- 12 The report showed that 62% of respondents were moderately satisfied with the management of business. A member commented that as the Senate had seen an increase in the business coming before it would be sensible to reinstate the April meeting as a permanent (rather than optional) feature. A member commented that the briefings held on the morning of Senate clashed with Reference Group meetings. One member although appreciating the level of consultation at the briefing sessions was concerned that these were seen as an opportunity to “soften up” members in advance of meetings.
- 13 Four respondents commented on the timings of Senate meetings and were concerned that meetings ran for longer than scheduled and important matters were rushed through. It was suggested Senate meetings started earlier in the day. A member suggested there may be scope to develop a more flexible approach to dealing with matters between meetings perhaps involving more Senate members where it might be appropriate to have wider oversight than just Chair's Action. Another member felt the Senate was not updated sufficiently regularly on important matters such as the implementation of the Group Tuition policy.
- 14 One member was concerned that Senate was being sidelined in the University's decision making processes - and that it was seen as an inconvenience to senior management, rather than an integral part of a high quality process. S/he felt the locations review has led to Senate feeling that its views were overruled and that it was not seeing all the information it should see.
- 15 All respondents to the survey found the business presented to the Senate to be extremely, very or moderately useful. Some comments were received on the presentation of papers to the Senate with a request for more use of executive summaries. One member considered there to be too many papers many of which were received too late to read. Another member commented that it was not appropriate for presentations to be given to Senate that members had not seen beforehand and all papers should be available at the standard time before the meeting.

Other comments – Q7

- 16 One member commented upon their sense of division between the members and the senior management of the University and acknowledged the changes to the seating to try to ameliorate this. However they did not consider it to have been entirely successful. One other member referred to the new seating arrangement as affecting the role of Senate as a debating body and another felt the round tables made it very difficult to see speakers and gain the attention of the chair/governance team to ask a question. Another member requested more opportunities for Senate members to network with each other outside of meetings.

- 17 Two respondents commented that they felt there have been several occasions where Senate members and other members of academic staff in the university felt that the views of the Senate were being ignored, and its role marginalised by the VCE. The respondent commented that this was concerning given the Senate's role in University governance and requested VCE restored confidence and ensured that the views of the Senate were taken more seriously.

ASSESSMENT OF BUSINESS AGAINST THE TERMS OF REFERENCE

- 18 A table showing the terms of reference mapped to the items of business considered by the Committee during the committee year 2015/16, can be found in Appendix 2.

REVIEW OF THE TERMS OF REFERENCE IN THE LIGHT OF THE EFFECTIVENESS REVIEW AND THE ACADEMIC GOVERNANCE REVIEW

- 19 At its meeting in October 2015 the Senate approved revisions to its terms of reference. These revisions were in line with the recommendations of the Academic Governance Review that constitutions should adopt a simpler format. A detailed Schedule of Delegation is also in place.
- 20 The Senate's terms of reference are presented as Appendix 3. At present no further revisions are proposed.

NUMBER AND BREADTH OF MEMBERSHIP

- 21 Membership of the Senate is set out in its constitution (Appendix 3). The membership includes representatives of academic staff, academic related staff, associate lecturers, students and graduates plus co-opted members. Elections are currently underway to fill vacancies created due to terms of office finishing on 31 July 2016. The call for nominations has made specific reference to objective 2c in the University's recently launched Equality Scheme which aims to increase diversity of the University's governance committees. In particular younger members of staff and underrepresented groups were encouraged to stand for membership the Senate.

FOCUS OF BUSINESS HANDLING AND THE CLARITY OF PRESENTATION OF ISSUES FOR DISCUSSION

- 22 A small number of members commented on the clarity of presentation of issues for debate in the survey and these points are presented in paragraph 15. The Governance Team will consider the points raised.

ATTENDANCE AND INPUT OF MEMBERS

- 23 The attendance record (Appendix 4) shows actual attendance for the October 2015 and January and April 2016 meetings, with provisional attendance for the June 2016 meeting based on apologies received. Full attendance has been noted for members who joined meetings remotely. The average attendance rate of members is 93%, which is pleasingly high and exceeds the stated benchmark of 75% in the QAA HE Review Action Plan.

RISK ASSESSMENT

- 24 It is important for the Senate to review its effectiveness annually, and for members to be able to take part in this. This allows an opportunity to make improvements between major reviews of academic governance which usually take place every five years.

EQUALITY IMPACT

- 25 In accordance with the University Equality Scheme, the gender balance of committees is monitored in the AER (Appendix 4). The current Senate membership comprises 43 males and 55 females. This balance exceeds the relevant performance indicator under objective 2c of the University Equality Scheme, which aims for a minimum 30/70 gender balance on committees.

IMPLEMENTATION

- 26 The agreed actions arising from discussion of this report will chiefly be owned by the secretariat, working in conjunction with the Chair and other committee members as appropriate. However it should be remembered that the overall responsibility for the effectiveness of a committee is borne by its members.

COMMUNICATION

- 27 This review of effectiveness will be available for all staff to see on the Governance intranet. It will be reported, supported by the corresponding minutes of the Senate discussion on 8 June 2016, to AQGC in September 2016. It will be incorporated in an annual report to AQGC summarising AERs across all committees identifying key themes and making recommendations for improvement across all committees and governance practice.

Sue Thomas
Senior Manager (Governance)
Email: sue.thomas@open.ac.uk
Tel: 01908 655083

Attachments:

S-2016-03-15 Appendix 1	Summary of responses to members' questionnaire
S-2016-03-15 Appendix 2	Assessment of business against the terms of reference
S-2016-03-15 Appendix 3	Constitution of the Senate
S-2016-03-15 Appendix 4	Attendance record

Committee Annual Effectiveness Review 2015/16

May Questionnaire Consultation

This document reports the results of the committee members' consultation for the Committee Annual Effectiveness Review 2015/16 survey.

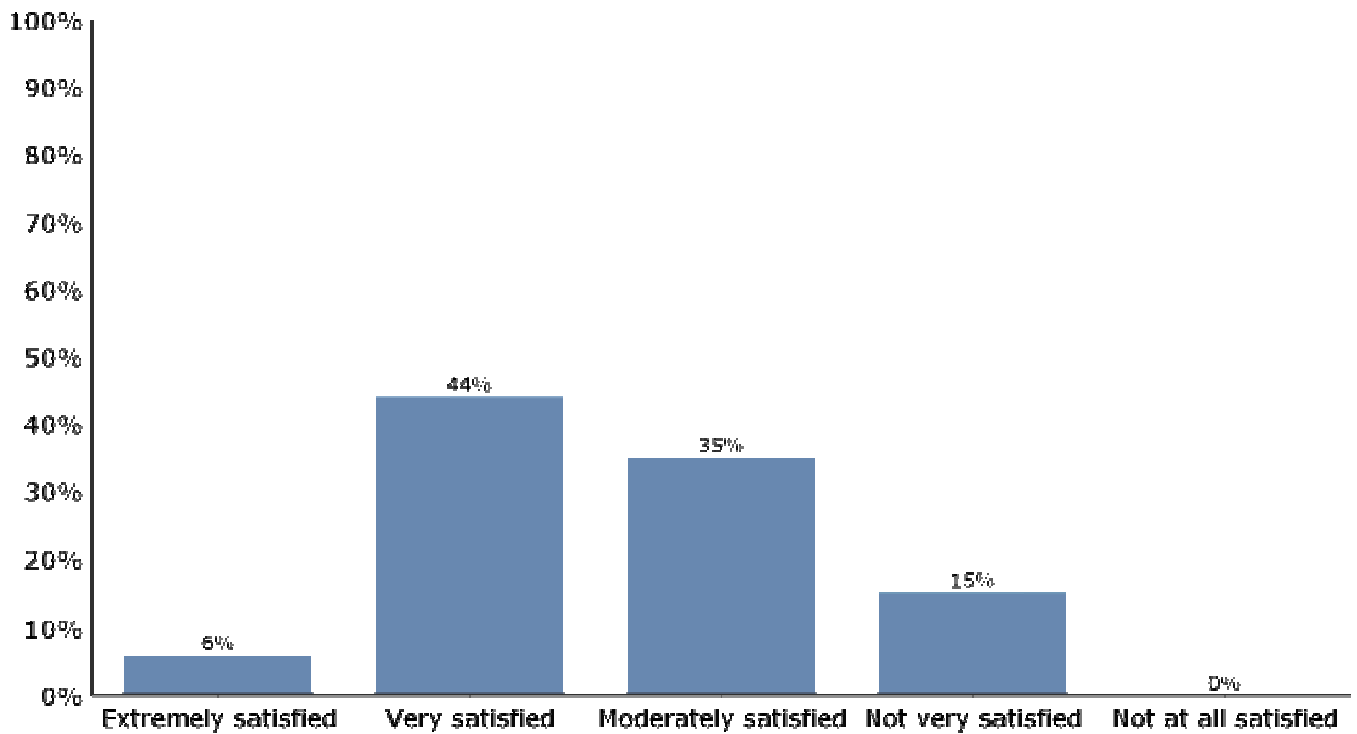
97 members of Senate committee were invited to take the survey by email on May 11th 2016. The survey remained open until May 25th, in that time 34 members responded, a 35% response rate.

This report has been organised to present the quantitative responses to the questionnaire.

Donna Phillips, for the SSST Survey Office Team, May 2016

Q1. How satisfied are you that the business the Senate has considered during the year has been appropriate to its terms of reference?

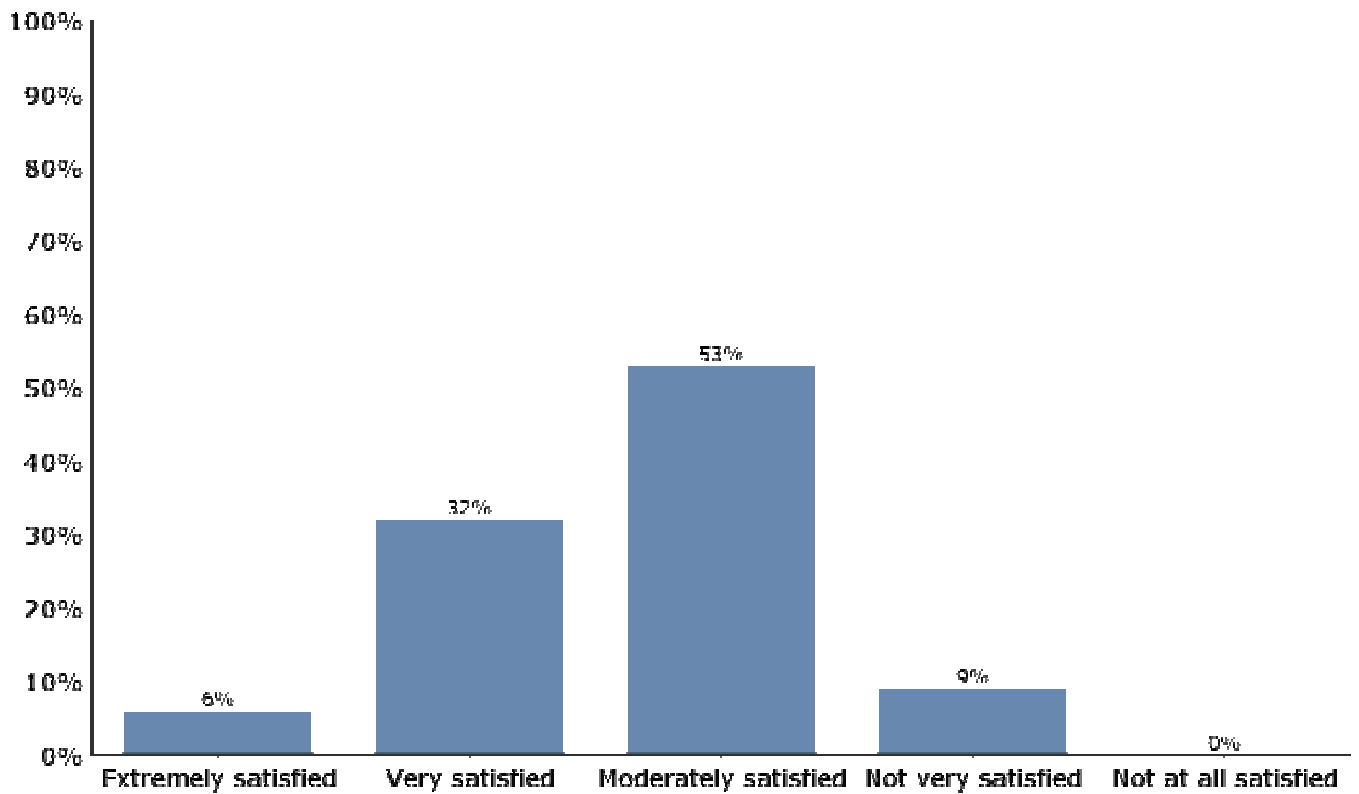
(The terms of reference of the Senate and the business considered during the year is available on the governance intranet site here: [Terms of Reference](#))



	Percent	Count	Percent
Extremely satisfied		2	5.9%
Very satisfied		15	44.1%
Moderately satisfied		12	35.3%
Not very satisfied		5	14.7%
Not at all satisfied		0	0.0%
Total		34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	4	2.59	0.67	0.82	34

Q2. How satisfied are you that the terms of reference of the Senate cover the business that the committee should consider?

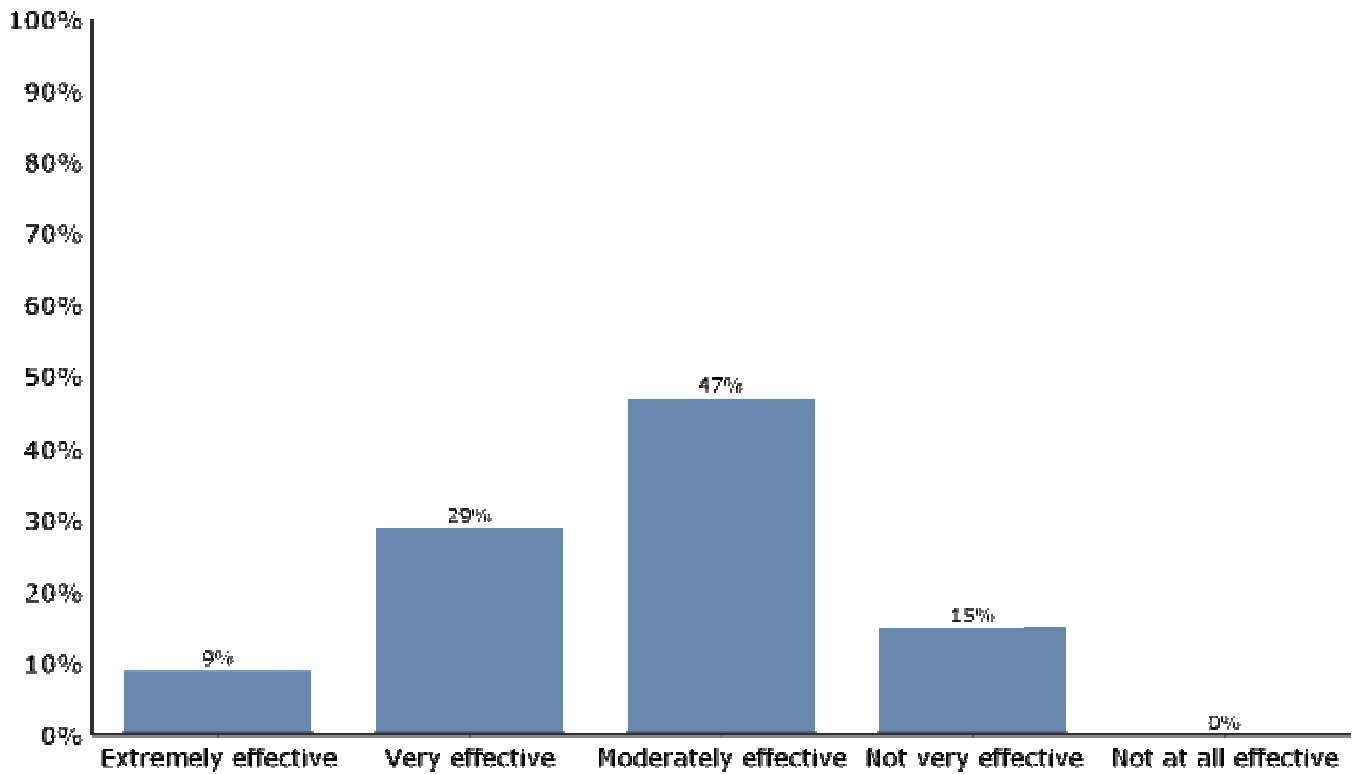


	Percent	Count	Percent
Extremely satisfied		2	5.9%
Very satisfied		11	32.4%
Moderately satisfied		18	52.9%
Not very satisfied		3	8.8%
Not at all satisfied		0	0.0%
Total		34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	4	2.65	0.54	0.73	34

Q3. How effective is the Chair in leading the Senate?

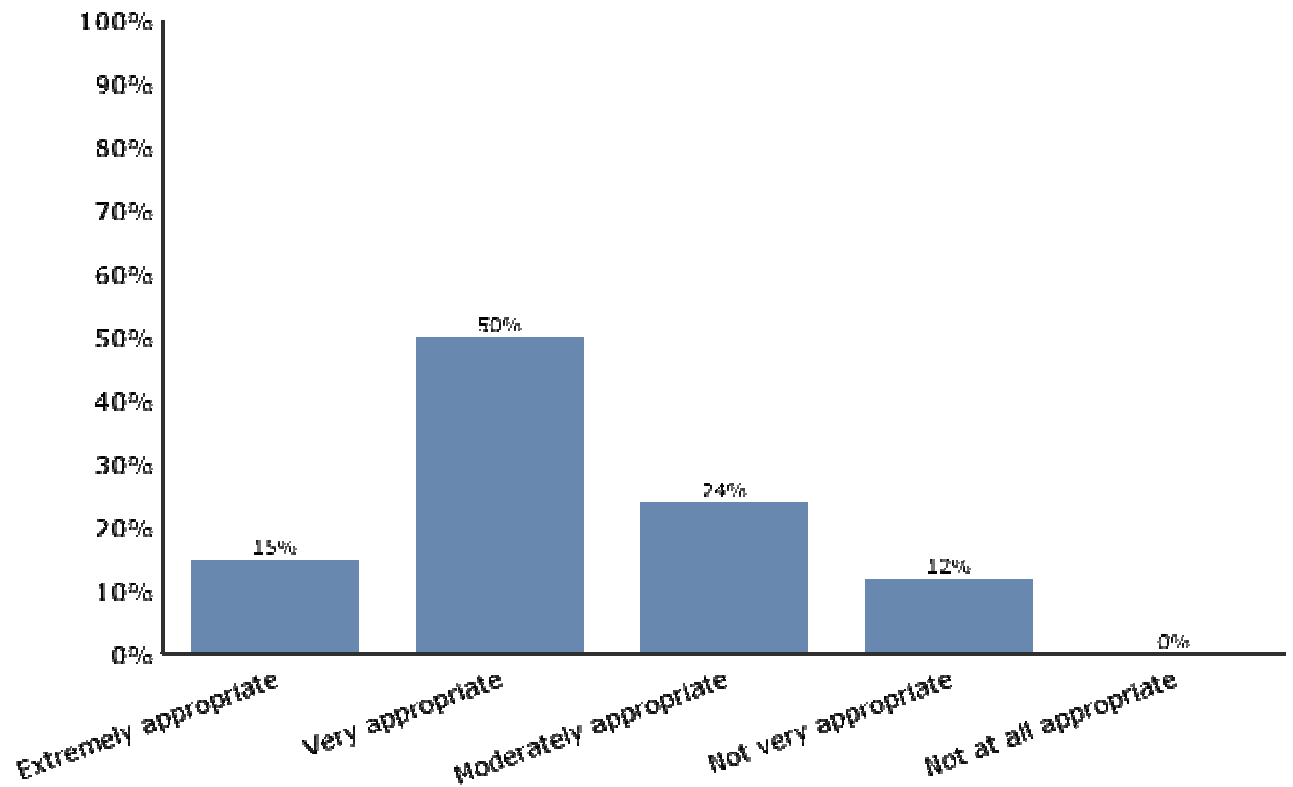
(Understands the role of the committee, conducts business fairly, impartially and to time, ensures clear decisions are reached.)








	Percent	Count	Percent
Extremely effective		3	8.8%
Very effective		10	29.4%
Moderately effective		16	47.1%
Not very effective		5	14.7%
Not at all effective		0	0.0%
Total		34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	4	2.68	0.71	0.84	34

Q4. How appropriate is the membership of the Senate in terms of their skills, experience and level of contribution?

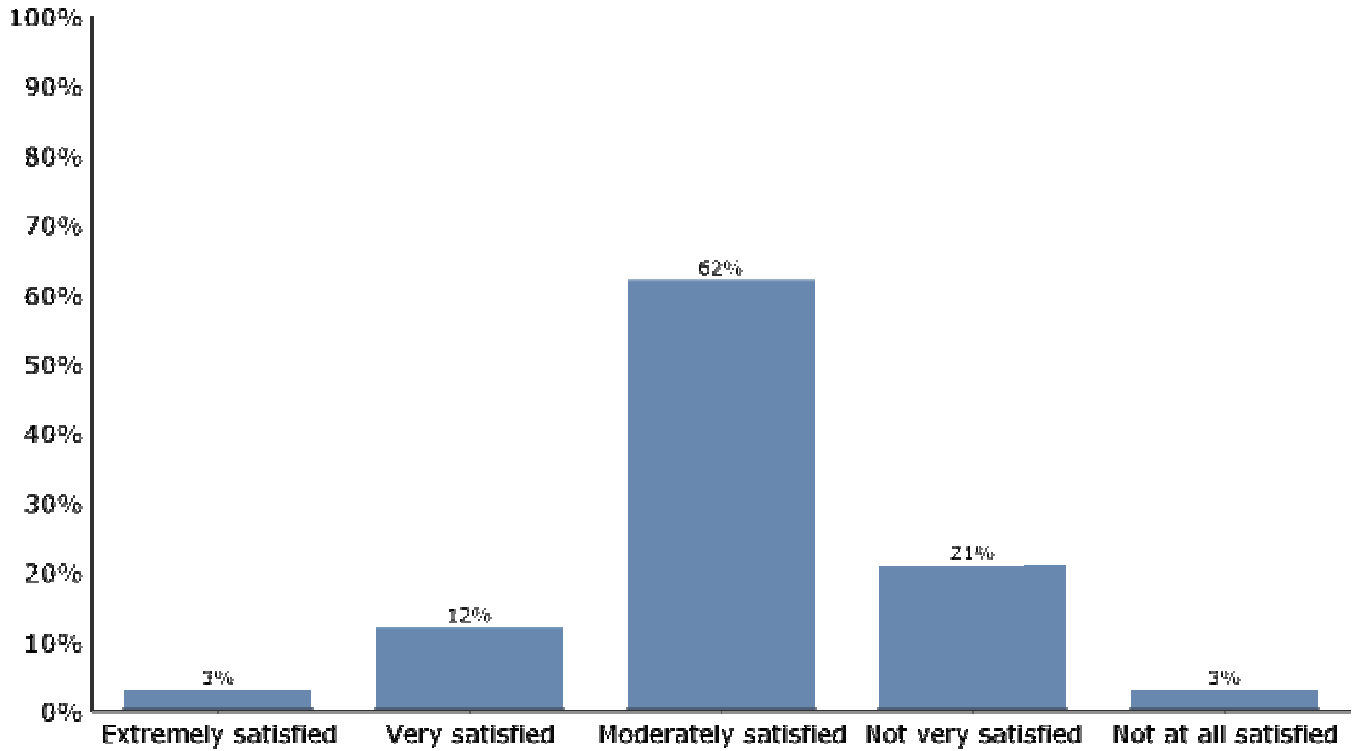


	Percent	Count	Percent
Extremely appropriate		5	14.7%
Very appropriate		17	50.0%
Moderately appropriate		8	23.5%
Not very appropriate		4	11.8%
Not at all appropriate		0	0.0%
Total		34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	4	2.32	0.77	0.88	34

Q5. How satisfied are you that the Senate manages its business properly?

(Appropriate timing and frequency of meetings, sufficient time and attention devoted to important matters, actions followed up in a timely manner and reported back)

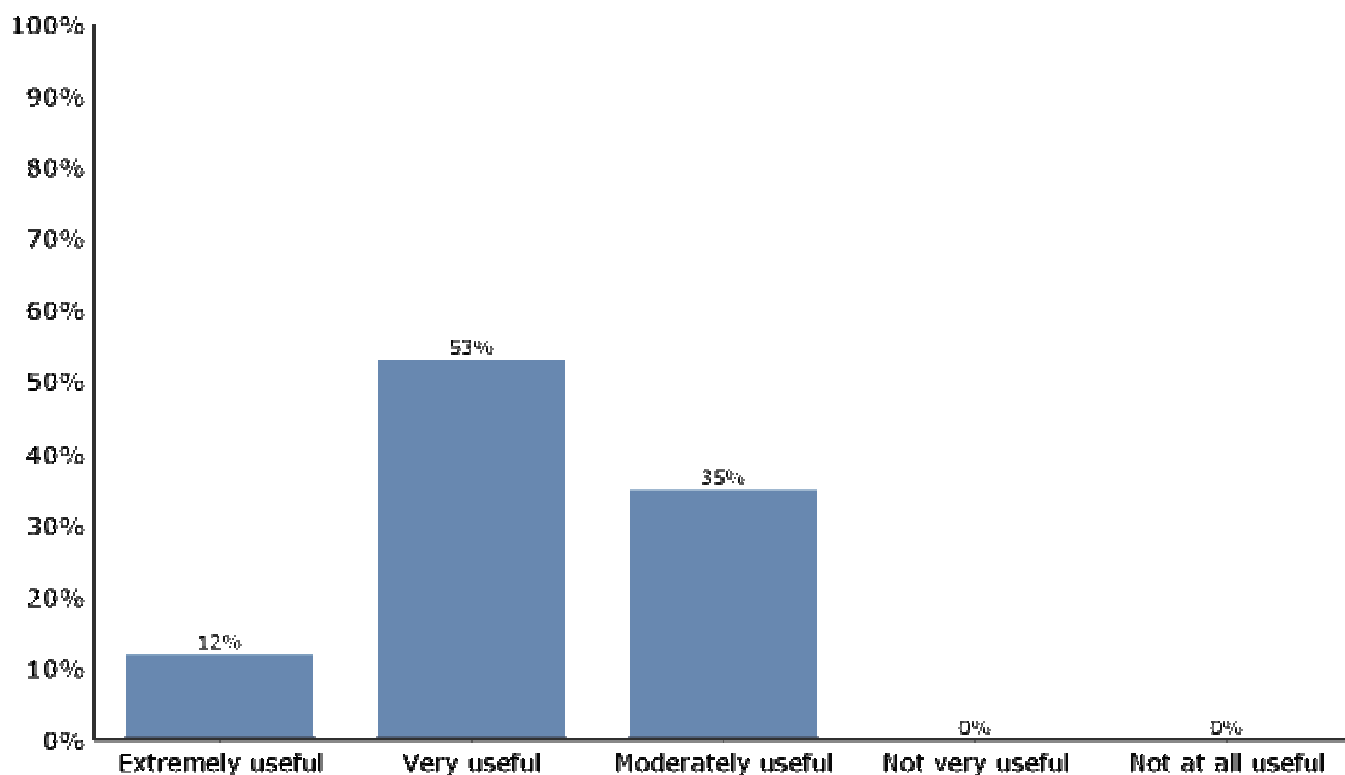


	Percent	Count	Percent
Extremely satisfied	2.9%	1	2.9%
Very satisfied	11.8%	4	11.8%
Moderately satisfied	61.8%	21	61.8%
Not very satisfied	20.6%	7	20.6%
Not at all satisfied	2.9%	1	2.9%
Total	100.0%	34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	5	3.09	0.57	0.75	34

Q6. How useful is the information provided to the Senate in enabling it to manage its business?

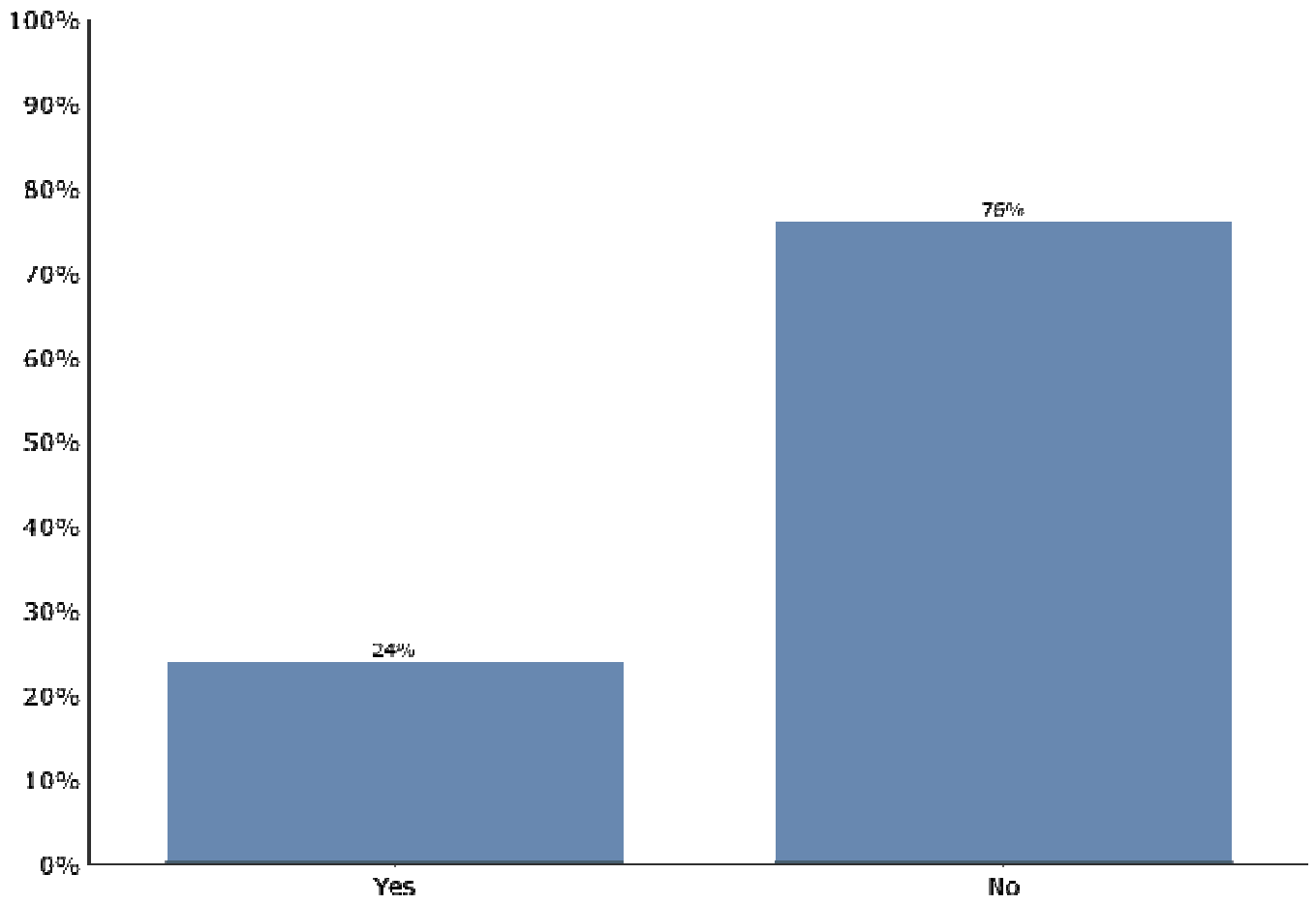
(Timeliness, length, clarity of papers)



	Percent	Count	Percent
Extremely useful		4	11.8%
Very useful		18	52.9%
Moderately useful		12	35.3%
Not very useful		0	0.0%
Not at all useful		0	0.0%
Total		34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	3	2.24	0.43	0.65	34

Q7. Do you have any other comments or suggestions for improvement of the effectiveness of the Senate?



	Percent	Count	Percent
Yes		8	23.5%
No		26	76.5%
Total		34	100.0%

Minimum	Maximum	Mean	Variance	Std. Dev.	Respondents
1	2	1.76	0.19	0.43	34

THE SENATE

Annual Effectiveness Review 2015-16

Assessment of Business against Terms of Reference

The Senate is the academic authority of the University which, subject to the powers of the Council, is responsible for promoting the academic work of the University both in teaching and research.

It oversees the University's academic management, including the curriculum and all aspects of quality and standards associated with the University as a degree-awarding body.

It has the power to make regulations, including those which (subject to the approval of the Council) delegate any of its powers (marked 'D' below).

Senate meetings concentrate on major issues of academic strategy, policy, priority and performance.

Terms of Reference	Business
<p>1 To approve strategies relating to:</p> <ul style="list-style-type: none"> a) undergraduate and taught postgraduate curriculum (including collaborative provision); b) learning and teaching c) assessment and examinations; d) the quality of the student experience e) recognition of prior learning f) the introduction of partnerships and collaborative provision leading to an award of the University g) research 	<p><i>Wednesday 14 October 2015</i></p> <p>Reports of Committees noted:</p> <p>S-2015-05-02: Strategic Planning and Resources Committee Meeting held on 24 June 2015</p> <p>S-2015-05-03: Quality Assurance and Enhancement Committee Meeting held on 22 June 2015</p> <p>S-2015-05-04: Research Committee Meeting held on 1 July 2015</p> <p>S-2015-05-05: Curriculum and Validation Committee Meeting held on 8 July 2015</p>

Terms of Reference	Business
	<p>S-2015-05-06: Learning, Teaching and Student Support Committee Meeting held on 29 June 2015</p> <p>S-2015-05-07: Senate Membership Panel Meeting held on 24 June 2015</p> <p><i>Wednesday 27 January 2016</i></p> <p>Minutes of Committees noted:</p> <p>S-2016-01-02: Strategic Planning and Resources Committee Meeting held on 4 November 2015</p> <p>S-2016-01-03: Academic Quality and Governance Committee Meeting held on 15 October 2015</p> <p>S-2016-01-04: Education Committee Meeting held on 10 November 2015</p> <p>S-2016-01-05: Research Committee Meeting held by correspondence between 23 and 29 September 2015 Meeting held on 11 November 2015</p> <p>Other business:</p> <p>S-2016-01-09: Academic Strategy The Senate noted the proposed scope and approach to developing and delivering an Open University Academic Strategy</p>

Terms of Reference	Business
	<p><i>Wednesday 13 April 2016</i></p> <p>Minutes of Committees noted:</p> <p>S-2016-02-02: Strategic Planning and Resources Committee Meeting held on 2 February 2016</p> <p>S-2016-02-03: Academic Quality and Governance Committee Meeting held on 29 February 2015</p> <p>S-2016-02-04: Education Committee Meeting held on 16 March 2016</p> <p>S-2016-02-05: Senate Working Group: Locations Meeting held on 15 March 2016</p> <p>Other business:</p> <p>Teaching Excellence Framework The Senate received a presentation from the Pro-Vice-Chancellor (Learning Innovation) on the announcement by the Government to introduce a Teaching Excellence Framework (TEF) as an opportunity to raise teaching standards, widen participation in higher education and provide greater focus on graduate employability</p> <p><i>Wednesday 8 June 2016</i></p> <p>S-2016-03-02: Strategic Planning and Resources Committee Meeting held on 20 April 2016</p> <p>S-2016-03-03: Academic Quality and Governance Committee Meeting held by correspondence dated 29 March 2016 and meeting held on 18 May 2016</p>

Terms of Reference	Business
	<p>S-2016-03-04: Research Committee Meeting held on 9 March 2016</p> <p>S-2016-03-05: Senate Working Group: Locations Meeting held on 12 May 2016</p> <p>Other business:</p> <p>Academic Strategy: Update Presentation The Senate will receive an update on the development of the Academic Strategy for the University.</p> <p>S-2016-03-13: Group Tuition The Senate will receive an update on the implementation of the Group Tuition policy</p> <p>S-2016-03-19: Student Charter The Senate will consider revisions to the Student Charter as part of its annual review</p>
<p>2 To approve regulations relating to:</p> <ul style="list-style-type: none"> a) teaching (including collaborative provision) and research, b) courses of study and conditions for admission to the degrees, diplomas, certificates and other academic distinctions offered by the University (including collaborative provision) c) admission to, and continuation in courses of study or programmes of research d) examinations and assessment for the degrees and other distinctions offered by the University e) the discipline of the University's students 	<p><i>Wednesday 14 October 2015</i></p> <p>S-2015-05-12: Taught Postgraduate Classification The Senate approved recommendations relating to taught postgraduate classification</p> <p>S-2015-05-16: Code of Practice for Research and Procedures for Dealing with Research Malpractice The Senate approved amendments to the Code of Practice for Research at the Open University and the procedure for dealing with allegations of malpractice of misconduct</p>

Terms of Reference	Business
	<p>S-2015-05-17: Research Degrees Regulations The Senate approved amendments to regulations EdD5.4 and RD7 in the Regulations for Postgraduate Research Degrees</p> <p><i>Wednesday 27 January 2016</i></p> <p>S-2016-01-15: Academic Regulations (Taught Courses) 2016 The Senate approved the Academic Regulations (Taught Courses) 2016, effective from the date of opening of registration for the 2016/17 academic year.</p> <p>S-2016-02-08: Entry Policy The Senate commented upon a draft Entry Policy and associated tools, information, advice and guidance to ensure that all students began their studies at a start point which maximised their chance of success.</p> <p><i>Wednesday 8 June 2016</i></p> <p>S-2016-03-06: Central Disciplinary Committee 2015/16 The annual report covering student misconduct cases referred to the Central Disciplinary Committee (CDC) between 1 May 2015 and 30 April 2016 will be considered.</p> <p>S-2016-03-07: Special Appeals Committee of the Senate The report of the Special Appeals Committee of the Senate (SAC) covering student appeals against decisions of the Central Disciplinary Committee (CDC) for the period June 2015 to May 2016 will be considered.</p> <p><i>Wednesday 8 June 2016</i></p> <p>S-2016-03-11: Entry Policy The Senate will be asked to approve the Entry Policy.</p>

Terms of Reference	Business
<p>3 To approve the award and withdrawal of degrees, diplomas, certificates and other academic distinctions offered by the University or on its behalf through collaborative provision</p>	<p><i>Wednesday 14 October 2015</i></p> <p>S-2015-05-08: Additional Honorary Awards for 2016 The Senate approved two additional nominations recommended by the Honorary Degrees Committee for the award of honorary degrees in 2016 and beyond if appropriate.</p> <p>S-2015-05-19: Award of the title Emeritus Professor The Senate approved the recommendations from the Chair and Readership Subcommittee that the title Emeritus Professor be awarded to: a) Professor David Messer; b) Professor Alan Tait.</p> <p><i>Wednesday 27 January 2016</i></p> <p>S-2016-01-16: Award of the title Emeritus Professor The Senate approved the recommendations from the Chair and Readership Subcommittee that the title Emeritus Professor be awarded to: a) Professor Robert Fraser, Arts b) Professor Anne Laurence, Arts c) Professor Patricia Murphy, FELS d) Professor Sheila Peace, HSC e) Professor Kevin McConway, MCT f) Professor Steve Swithenby, Science</p> <p><i>Wednesday 13 April 2016</i></p> <p>S-2016-02-11: Award of the title Emeritus Professor The Senate approved the recommendations from the Chair and</p>

Terms of Reference	Business
	<p>Readership Subcommittee that the title Emeritus Professor be awarded to:</p> <ul style="list-style-type: none"> a) Professor Susheila Nasta, Arts and Social Sciences b) Professor Chris Cornforth, Faculty of Business and Law c) Professor Glenn White, MCT and Science <p>Wednesday 8 June 2016</p> <p>S-2016-03-08: Honorary Awards 2016 and 2017 The list of nominations recommended by the Honorary Degrees Committee for the award of honorary degrees at future degree ceremonies will be considered</p> <p>S-2016-03-16: Award of the title Emeritus Professor The Senate will consider a recommendation from the Chair and Readership Subcommittee for the award of the title Emeritus Professor</p>
<p>4 To make recommendations or to express an opinion to the Council on any matter of interest to the University and its affairs;</p>	<p>Wednesday 14 October 2015</p> <p>Locations Analysis</p> <p>S-2015-05-09, S-2015-05-10, S-2015-05-Tabled, S-2015-05 Comments</p> <p>The Senate carried the following motion: The Senate:</p> <ul style="list-style-type: none"> a) Advises the Council to reject the current recommendation (option 5c) of the Locations Review on the grounds that it is operationally and reputationally very high risk and fails adequately to support the academic mission of the University. b) Advises VCE to explore further the other options modelled, seeking additional advice and guidance from the academic faculties, ALs and OUSA, in order to achieve a structure that effectively supports that mission

Terms of Reference	Business
	<p>S-2015-05-15: Response to Prevent (Counter-Terrorism) Duty The Senate noted the planned University response to the Prevent (Counter-Terrorism) Duty</p> <p>Wednesday 27 January 2016</p> <p>S-2016-01-06 A: Locations Analysis Project Implementation: Student Recruitment and Support Centres S-2016-01-06-B: Locations Analysis</p> <p>The Senate carried the following motion: The Senate:</p> <ul style="list-style-type: none">a) Notes the recent decision of the Council, notwithstanding the Senate's advice, to approve the locations recommendations and the consequent widespread anger, demoralisation and distrust among the Open University's academic community;b) Strongly urges the Vice-Chancellor to take prompt action to restore confidence in leadership and governance, and in particular to provide Senate with a clear and delineated vision statement of the benefits of reconfiguration for the core business of learning, teaching and student support;c) Sets up a Senate working group, which is to be regularly consulted on the implementation of the locations decision, to advise on the mitigation of risks to academic quality and standards. <p>S-2016-01-07: Students First Strategy The Senate discussed and noted a report on the development of the Students First Strategy</p> <p>S-2016-01-10: Faculty Configuration: Academic Organisation The Senate:</p> <ul style="list-style-type: none">a) approved the establishment of Schools in faculties

Terms of Reference	Business
	<p>b) approved the transfer of the Development Policy and Practice Group to the Faculty of Arts and Social Sciences</p> <p>c) recommended for approval by the Council, the amended appointment procedures for professorial staff.</p> <p>S-2016-01-11: Faculty Configuration: Governance Following a vote the Senate overwhelmingly approved the new model of governance in academic units</p> <p>S-2016-01-12: Faculty Configuration: Executive Deans Appointment Procedures With 26 votes in favour, 24 votes against and 17 abstentions the Senate agreed to recommend to the Council the appointments procedures for Executive Deans subject to amendment to sections 2(ii) and 2(iii) as below:</p> <ul style="list-style-type: none">ii) three two members of the Council not being members of the Senate appointed by the Council;iii) three four members of the Senate, (balance between Faculty and Senate appointments to be confirmed) <p>Wednesday 13 April 2016</p> <p>Locations Update: Delivering Student Support through Student Recruitment and Support Centres The Senate received a presentation on the implementation of the locations analysis recommendations to the Senate from the Acting Director, Student Support</p> <p>S-2016-02-06: Students First Strategy The Senate commented upon a revised draft of the Students First Strategy. The broad support of the Senate was noted.</p>

Terms of Reference	Business
	<p>S-2016-02-09: Academic Organisation The Senate approved:</p> <ul style="list-style-type: none"> a) The names of the faculties of the University as set out in paragraph 4 of the paper; and b) The names of the Schools within the faculties as set out in paragraph 6 of the paper subject to the correction of a typographical error (shown in strikethrough): School of Environment, Earth and Ecosystems Sciences <p>Wednesday 8 June 2016</p> <p>S-2016-03-12: Faculty Governance The Senate will be asked to approve the constitution for Faculty Teaching Committees</p>
<p><i>Making governance arrangements e.g. appointing to other committees</i></p>	
<p>5 To delegate any powers specifically conferred upon it, subject to the approval of the Council to any person or body constituted for the purpose.</p>	<p>Wednesday 14 October 2015</p> <p>S-2015-05-14: Standing Orders And Schedule Of Delegation Of The Senate The Senate approved revised Schedule of Delegation and Standing Orders for the Senate.</p> <p>Wednesday 13 April 2016</p> <p>S-2016-02-10: Schedule of Delegation The Senate approved a revised Senate Schedule of Delegation for the Senate subject to correction of a typographical error under Power 24.</p>

Terms of Reference	Business
<p>6 To appoint:</p> <p>a) members of the Senate to be members of the Council</p> <p>b) members of the Senate to be members of Senate committees.</p>	<p>Wednesday 8 June 2016</p> <p>S-2016-03-22: Chair's Action The Senate will note a report of the appointments to fill a casual vacancy on the Council and on the Strategic Planning and Resources Committee</p> <p>S-2016-03-21: Membership of the Senate Academic Appeals Review Panel The Senate is being asked to approve a list of proposed members in each of the categories of membership of the Senate Academic Appeals Review Panel</p>
<p>7 To approve proposals for the establishment or dissolution of committees of the Senate</p>	<p>No business</p>
<p>8 To review annually the working of the Senate and its committees</p>	<p>Wednesday 14 October 2015</p> <p>S-2015-05-18: Annual Effectiveness Review The Senate noted a report on its effectiveness.</p> <p>Wednesday 8 June 2016</p> <p>S-2016-03-15: Annual Effectiveness Review The Senate will consider a report on its effectiveness.</p>
<p>Monitoring and reviewing actions and institutional performance</p>	
<p>9 To monitor the academic quality and performance of the University and make recommendations as appropriate.</p>	<p>Wednesday 14 October 2015</p> <p>S-2015-05-11: Annual Quality Report Subject to minor amendment, the Senate endorsed the annual report and the statement of assurance required by the Scottish Funding Council</p>

Terms of Reference	Business
	<p>S-2015-05-13: Learning and Teaching Vision and Plan The Senate noted the report of progress and future plans of the Learning and Teaching Vision and Plan, Learning Now for the Future</p> <p><i>Wednesday 27 January 2016</i></p> <p>S-2016-01-08: Academic Performance Report The Senate discussed a set of draft key performance indicators for the Senate to monitor the University's academic performance and was invited to submit further comments to the Vice-Chancellor or Strategy Unit.</p> <p>S-2016-01-13: QAA Higher Education Review The Senate noted the indicative key findings from the University's Higher Education Review, conducted by the Quality Assurance Agency for Higher Education in December 2016.</p> <p>S-2016-01-14: Research Plan Update The Senate noted the report of progress on the implementation of the University Research Plan approved by the Senate in January 2015.</p> <p><i>Wednesday 13 April 2016</i></p> <p>S-2016-02-07: Academic Performance Report The Senate noted the report of key performance indicators covering areas of academic and strategic importance.</p> <p><i>Wednesday 8 June 2016</i></p> <p>S-2016-03-10: Academic Performance Report The Senate will consider a report of key performance indicators covering areas of academic and strategic importance.</p>

Terms of Reference	Business
	<p>S-2016-03-14: QAA Higher Education Review 2015 Outcomes The Senate will receive a summary of the outcomes of the Review and will be asked to consider any significant areas for enhancement highlighted by the review report but not included in the recommendations and affirmation and any high level messages from the report that Senate suggest should inform strategic thinking and future plans</p> <p>S-2016-03-16: Principles of Academic Freedom The Senate will be asked to approve a Statement of Principles on Academic Freedom</p> <p>S-2016-03-17: Annual Report on Student Numbers The Senate will note a report on student numbers.</p> <p>S-2016-03-18: Student Engagement The Senate will receive an update on the Student Engagement Project</p>
<p>Reports from the Council</p>	<p><i>Wednesday 14 October 2015</i></p> <p>S-2015-05-20: The Council The Senate noted the report of matters discussed at the meeting of the Council held on 14 July 2015</p> <p><i>Wednesday 27 January 2016</i></p> <p>S-2016-01-17: The Council The Senate noted the report of matters discussed at the meeting of the Council held on 24 November 2015</p> <p><i>Wednesday 13 April 2016</i></p> <p>S-2016-02-12: The Council The Senate noted the report of matters discussed at the meeting of the</p>

Terms of Reference	Business
	<p>Council held on 8 March 2016</p> <p><i>Wednesday 8 June 2016</i></p> <p>S-2016-03-22: The Council The Senate will note the report of matters discussed at the meeting of the Council held on 10 May 2016</p>

THE SENATE

CONSTITUTION – UPDATED 29.10.2015

Purpose

The Senate is the academic authority of the University which, subject to the powers of the Council, is responsible for promoting the academic work of the University both in teaching and research.

It oversees the University's academic management, including the curriculum and all aspects of quality and standards associated with the University as a degree-awarding body.

It has the power to make regulations, including those which (subject to the approval of the Council) delegate any of its powers (marked 'D' below).

Senate meetings concentrate on major issues of academic strategy, policy, priority and performance.

Terms of Reference

Setting strategy and policy, agreeing priorities, plans and regulations

- 1 To approve strategies relating to:
 - a) undergraduate and taught postgraduate curriculum (including collaborative provision);
 - b) learning and teaching
 - c) assessment and examinations;
 - d) the quality of the student experience
 - e) recognition of prior learning
 - f) the introduction of partnerships and collaborative provision leading to an award of the University
 - g) research
- 2 To approve regulations relating to:
 - a) teaching (including collaborative provision) and research,
 - b) courses of study and conditions for admission to the degrees, diplomas, certificates and other academic distinctions offered by the University (including collaborative provision)
 - c) admission to, and continuation in courses of study or programmes of research
 - d) examinations and assessment for the degrees and other distinctions offered by the University
 - e) the discipline of the University's students
- 3 To approve the award and withdrawal of degrees, diplomas, certificates and other academic distinctions offered by the University or on its behalf through collaborative provision
- 4 To make recommendations or to express an opinion to the Council on any matter of interest to the University and its affairs;

Making governance arrangements e.g. appointing to other committees

- 5 To delegate any powers specifically conferred upon it, subject to the approval of the Council to any person or body constituted for the purpose.
- 6 To appoint:
 - a) members of the Senate to be members of the Council
 - b) members of the Senate to be members of Senate committees.
- 7 To approve proposals for the establishment or dissolution of committees of the Senate
- 8 To review annually the working of the Senate and its committees

Monitoring and reviewing actions and institutional performance

- 9 To monitor the academic quality and performance of the University and make recommendations as appropriate.

Matters of public record e.g. ratifying appointments of staff or external examiners

These powers have been delegated.

Judicial: deciding individual cases

These powers have been delegated.

Degree Awarding Powers

The award of degrees to individuals (except for honorary degrees) has been delegated.

Delegated Powers

- D To grant degrees and other academic distinctions to those who have pursued a course of study and passed examinations or other assessments approved by the Senate in either the University or a partner institution approved by the University

To determine the formal arrangements for the conferment of degrees and other qualifications.
- D To regulate all University examinations and assessment, and to appoint examiners (internal or external), for the various degrees and other distinctions offered:
 - a) by the University
 - b) or on its behalf as validated qualifications,
 - c) or jointly with other higher education institutions having the power to grant such qualifications

This regulation will be implemented in conjunction with partner institutions for validated and joint qualifications under terms and conditions specified by the University.

- D To recognise, and withdraw as necessary, examinations and periods of study at Universities and places of learning approved by the Senate as equivalent to examinations and periods of study in the University.
- D To accept courses of study in any other institution which the Senate considers is able to provide proper instruction as equivalent to courses of study in the University, as the Senate may determine.

- D To appoint all members of the academic staff in accordance with procedures approved by the Council.
- D To expel any student guilty of grave misconduct in accordance with the agreed procedures for such expulsion.
- D To revoke any degree or other distinction conferred by the University or jointly or as a validated qualification if the holder has been convicted of a crime or for other good cause which renders them unfit to be a member or graduate of the University or body permitted by the University to act on its behalf

Membership

1.0 *Ex officio* members

The Vice-Chancellor, Chair, *ex officio*
The Pro-Vice-Chancellors
The Deans of the Faculties
The Director, Academic Services
The Director of the Institute of Educational Technology
The Director of Library Services
The Director of Learning and Teaching Solutions

Appointed members

- 2.0 A total of fifty seven representatives of the academic and research staff (with the exception of those in Category 1.0), elected as follows (numbers in brackets refer to the minimum number of regional/national staff):

<i>Constituency</i>	<i>Numbers</i>
Arts	6 (2)
FBL	5 (2)
FELS	7 (2)
FHSC	5 (1)
MCT	12 (4)
Science	7 (2)
Social Sciences	7 (2)
IET	3 (0)
Other central units*	1 (0)
Regional/National Centres**	4 (4)
TOTAL	57 (19)

*Currently CICIP (Centre for Inclusion and Collaborative Partnerships), Human Resources, KMi (Knowledge Media Institute) and Office of the Vice-Chancellor.

**Currently comprises national directors.

- 3.0 Seven associate lecturers, one per faculty, appointed by and from the Associate Lecturers Executive.
- 4.0 Six Open University students appointed by The Open University Students' Association.
- 5.0 Fourteen members of the academic-related staff of the University elected from amongst their number by such staff (with the exception of those in Category 1.0 and those who have a

professional role in serving the Senate and the Council*) of whom four shall be members of CAU staff, six shall be members of Academic Services and Student Recruitment and Fees (SRF) staff (of whom three shall be based in a Regional/National Centre), and four shall be members of staff from other Units.

Co-opted members

- 6.0 Up to eight members, to include one graduate of the University, not undertaking studies in the University and not being in the regular employ of the University and not being elected through another category of the membership, following nomination by the OU Alumni Association, and (if not already included in the elected membership) one member drawn from the University's staff in each of Ireland, Scotland and Wales with specific expertise in HE policy matters.

In Attendance

Staff 'in attendance' would include the Secretary, plus the Director of Open Media Broadcasting in the Open Media Unit and the National Directors, if they are not members.

* Namely, the Secretary, the Head of Governance, the Senior Managers (Governance Team) and the Managers (Governance Team).

THE SENATE

MEMBERSHIP LIST – UPDATED 01.05.2016

1.0 *Ex officio* members

a) The Vice-Chancellor, Chair

Mr Peter Horrocks

b) The Pro-Vice-Chancellors

Professor Hazel Rymer Pro-Vice-Chancellor (Learning and Teaching Innovation) (Acting)

Professor Kevin Hetherington Pro-Vice-Chancellor (Research and Academic Strategy)

c) The Deans of the Faculties

Professor Richard Brown Interim Executive Dean, Faculty of Arts and Social Sciences

Professor Rebecca Taylor Interim Executive Dean, Faculty of Business and Law

Professor Mary Kellett Interim Executive Dean, Faculty of Education and Language Studies and Health and Social Care

Professor Anne De Roeck Interim Executive Dean, Faculty of Science and Mathematics, Computing and Technology

Mr Jeremy Roche Faculty of Education and Language Studies and Health and Social Care

d) The Director, Academic Services (Interim)

Dr Christina Lloyd

e) The Director of the Institute of Educational Technology

Professor Patrick McAndrew

f) The Director of Library Services (Acting)

Mrs Tricia Heffernan

g) The Director of Learning and Teaching Solutions

Mr Chris Rooke

Appointed members

2.0 A total of fifty seven representatives of the academic and research staff (with the exception of those in Category 1.0), elected as follows:

Faculty of Arts and Social Sciences

Arts

Professor Ole Grell	Central	to 31.08.2016
Professor Graham Harvey	Central	to 31.08.2016
Dr Lynda Prescott	Regional	to 31.08.2016
Professor John Wolffe	Central	to 31.08.2016
Dr Cristina Chimisso	Central	to 31.08.2018
Dr Naoko Yamagata	Regional	to 31.08.2018

Social Sciences

Dr Troy Cooper	Regional	to 31.08.2016
Mr Matt Staples	Regional	to 31.08.2016
Dr Jovan Byford	Central	to 31.08.2016
Dr Deborah Drake	Central	to 31.08.2018
Dr Anastasia Economou	Regional	to 31.08.2018
Dr Catriona Havard	Central	to 31.08.2018
Dr Helen Kaye	Central	to 31.08.2018

Faculty of Education and Language Studies and Health and Social Care

Education and Language Studies

Dr Uwe Baumann	Central	to 31.08.2016
Dr Jane Cullen	Regional	to 31.08.2016
Dr Tim Lewis	Central	to 31.08.2016
Dr Elodie Vialleton	Central	to 31.08.2016
Mrs Annie Eardley	Regional	to 31.08.2018
Professor Regine Hampel	Central	to 31.08.2018
Dr Indra Sinka	Regional	to 31.08.2018

Health and Social Care

Mrs Sue Cole	Regional	to 31.08.2016
Dr Verina Waights	Central	to 31.08.2016
Dr Mary Twomey	Regional	to 31.08.2016
Professor Jan Draper	Central	to 31.08.2018
Mr Mick McCormick	Central	to 31.08.2018

Faculty of Science and Mathematics, Computing and Technology

Science

Professor Monica Grady	Central	to 31.08.2016
Dr Arlene Hunter	National	to 31.08.2016
Professor Claire Turner	Central	to 31.08.2016
Dr John Baxter	Regional	to 31.08.2018
Dr Janet Haresnape	Regional	to 31.08.2018
Professor Hilary MacQueen	Central	to 31.08.2018
Professor David Rothery	Central	to 31.08.2018

Mathematics, Computing and Technology

Dr Leonor Barroca	Central	to 31.08.2016
Mrs Lisa Bowers	Regional	to 31.08.2016
Dr Tony Nixon	Central	to 31.08.2016
Dr Peter Robbins	Central	to 31.08.2016
Dr Hayley Ryder	Regional	to 31.08.2016
Dr Ann Walshe	Regional	to 31.08.2016
Dr David Bowers	Central	to 31.08.2018
Dr Rachel Hilliam	Regional	to 31.08.2018
Professor Andy Lane	Central	to 31.08.2018
Dr Toby O'Neil	Central	to 31.08.2018
Mr Brendan Quinn	Regional	to 31.08.2018
Dr Magnus Ramage	Central	to 31.08.2018

Faculty of Business and Law

Ms Carmel McMahon	Regional	to 31.08.2016
Dr Sharon Slade	Regional	to 31.08.2016
Miss Carol Howells	Central	to 31.08.2018
Dr Kristen Reid	Central	to 31.08.2018
Mr Mike Phillips	Regional	to 31.08.2018

Institute of Educational Technology

Dr Anne Adams	Central	to 31.08.2018
Mr Chris Edwards	Central	to 31.08.2018
Professor Eileen Scanlon	Central	to 31.08.2018

Other Central Units

Dr Liz Marr		to 31.08.2018
-------------	--	---------------

Regional/National Centres

Under review

- 3.0 Seven associate lecturers, one per faculty, appointed by and from the Associate Lecturers Executive.

Mrs Frances Chetwynd	MCT, AL Executive, Chair	to 31.08.2017
Dr Clare Spencer	Arts	to 31.08.2018
Mr Tim Parry	FBL	to 31.08.2017
Dr Tricia French	FELS	to 31.08.2017
Dr Linda Walker	HSC	to 31.08.2017
Dr Fiona Aiken	Science	to 31.08.2017
Dr Hilary Partridge	Social Sciences	to 31.08.2017

- 4.0 Six Open University students appointed by The Open University Students' Association.

Miss Ruth Tudor	President	to 31.08.2016
Mr Josh Brumpton	VP (Ed Policy)	to 31.08.2016
Mr David Humble		to 31.08.2017
Mr John Murphy		to 31.08.2017
Mrs Nicola Simpson		to 31.08.2017
Dr Barbara Tarling		to 31.08.2017

- 5.0 Fourteen members of the academic-related staff of the University elected from amongst their number by such staff (with the exception of those in Category 1.0 and those who have a professional role in serving the Senate and the Council*) of whom four shall be members of CAU staff, six shall be members of Academic Services and Student Recruitment and Fees (SRF) staff (of whom three shall be based in a Regional/National Centre), and four shall be members of staff from other Units.

Dr Donna Smith	Arts and Social Sciences	to 31.08.2016
Mr Jake Yeo	Science and MCT	to 31.08.2016
Ms Pat Atkins	Academic Services Central	to 31.08.2016
Ms Clare Riding	Academic Service Regional	to 31.08.2016
Mr Phil Berry	CICP	to 31.08.2016
Dr Victoria Crowe	Strategy and Information Office	to 31.08.2016
Mr David Smith	Strategy and Information Office	to 31.08.2016
Mr Mike Innes	Science and MCT	to 31.08.2018
Mr Michael Street	Science and MCT	to 31.08.2018
Dr Christina Lloyd	Academic Services Central	to 31.08.2018
Mrs Joanne Smythe	Academic Services Central	to 31.08.2018
Mr Simon Horrocks	Academic Service National	to 31.08.2018
Mr Billy Khokhar	Academic Service Regional	to 31.08.2018
Miss Barbara Poniatowska	Learning and Teaching Centre	to 31.08.2018

Co-opted members

- 6.0 Up to eight members, to include one graduate of the University, not undertaking studies in the University and not being in the regular employ of the University and not being elected through another category of the membership, following nomination by the OU Alumni Association, and (if not already included in the elected membership) one member drawn from the University's staff in each of Ireland, Scotland and Wales with specific expertise in HE policy matters.

Mr Christopher Goscomb	Graduate	to 31.01.2017
Dr David Knight	Director, Access Careers and Teaching Support	to 31.08.2016
Professor John Domingue	Director, KMi	to 31.07.2017
Mr Rob Humphreys	Director, Wales	to 31.08.2018
Mr John D'Arcy	Director, Ireland	to 31.08.2018
Ms Susan Stewart	Director, Scotland	to 31.08.2018

In Attendance

Staff 'in attendance' would include the Secretary, plus the Director of Open Media in the Open Media Unit and the National Directors, if they are not members.

Mr Andrew Law	Director of Open Media Unit
---------------	-----------------------------

* Namely, the Secretary, the Head of Governance, the Senior Managers (Governance Team) and the Managers (Governance Team).

THE SENATE
Annual Effectiveness Review 2015/16

Attendance Record

Membership/ Staff Category	Surname	Forename	Gender	Mtg 01 14.10. 2015	Mtg 02 27.01. 2016	Mtg 03 13.04.2 016	Mtg 04 08.06. 2016*	Actual 2015/16	% 15/16	Actual 2014/15	% 2014/15	Actual 2013/14	% 2013/14
1.0 Ex Officio	Horrocks	Peter	M	1	1	1	1	4	100%	2	100%		
	Tynan	Belinda	F	1	1	1		3	100%	5	100%	4	100%
	Brown	Richard	M	1	1	1	1	4	100%	5	100%		
	Taylor	Rebecca	F	1	1	1	1	4	100%	4	80%	4	100%
	Roche	Jeremy	M	1	1	0	1	3	75%	4	80%	4	100%
	Hetherington	Kevin	M	1	1	1	1	4	100%	5	100%	4	100%
	Rymer	Hazel	F	1	1	1	1	4	100%	5	100%	4	100%
	Kellett	Mary	F	1	1	1	1	4	100%	5	100%	4	100%
	De Roeck	Anne	F	1	1	1	1	4	100%	5	100%	4	100%
	Zimmerman	Keith	M	1	1	1	1	4	100%	5	100%	4	100%
	Whitsed	Nicky	F	1	1			2	100%	4	80%	4	100%
	Heffernan	Tricia	F			1	0	1	50%				
	Rooke	Chris	M	1	1	0	1	3	75%	5	100%	1	50%
	McAndrew	Patrick	M	1	1	1	1	4	100%	5	100%	3	100%

INTERNAL USE ONLY
S-2016-03-15 APPENDIX 4

Membership/ Staff Category	Surname	Forename	Gender	Mtg 01 14.10. 2015	Mtg 02 27.01. 2016	Mtg 03 13.04.2 016	Mtg 04 08.06. 2016*	Actual 2015/16	% 15/16	Actual 2014/15	% 2014/15	Actual 2013/14	% 2013/14
2.0 Appointed													
Faculty of Arts	Grell	Ole	M	0	1	1	1	3	75%	4	80%	4	100%
	Harvey	Graham	M	1	1	1	1	4	100%	4	80%	4	100%
	Prescott	Lynda	F	1	1	1	1	4	100%	4	80%	4	100%
	Wolfe	John	M	1	1	1	1	4	100%	5	100%	4	100%
	Chimisso	Cristina	F	1	1	1	1	4	100%	4	100%		
	Yamagata	Naoko	F	1	1	1	0	3	75%	4	100%		
Faculty of Business and Law	McMahon	Carmel	F	1	1	0	1	3	75%	0	0%	3	75%
	Phillips	Mike	M	1	1	1	1	4	100%	5	100%	4	100%
	Slade	Sharon	F	1	1	0	1	3	75%	4	100%	2	50%
	Reid	Kristen	F	1	1	1	1	4	100%	5	100%	3	100%
	Howells	Carol	F	1	1	1	1	4	100%	1	20%		
Faculty of Education and Language Studies	Baumann	Uwe	M	1	0	1	1	3	75%	5	100%	4	100%
	Cullen	Jane	F	1	0	0	1	2	50%	4	80%	3	75%
	Lewis	Tim	M	1	1	1	1	4	100%	5	100%	4	100%
	Vialleton	Elodie	F	1	1	1	1	4	100%				
	Eardley	Annie	F	1	1	1	1	4	100%	3	100%		
	Hampel	Regine	F	1	1	0	1	3	75%	4	100%		
	Sinka	Indra	F	1	1	1	1	4	100%	1	20%		
Faculty of Health and Social Care	Cole	Sue	F	1	1	1	1	4	100%	4	80%	2	50%
	Draper	Jan	F	0	1	1	1	3	75%	3	60%	2	50%
	Taylor	Christine	F	1				1	100%	5	100%	3	75%
	Waights	Verina	F		1	1	1	3	100%				
	Twomey	Mary	F	0	1	1	1	3	75%	4	80%	4	100%
	McCormack	Mick	M	1	1	1	1	4	100%	4	80%	2	100%

INTERNAL USE ONLY
S-2016-03-15 APPENDIX 4

Membership/ Staff Category	Surname	Forename	Gender	Mtg 01 14.10. 2015	Mtg 02 27.01. 2016	Mtg 03 13.04.2 016	Mtg 04 08.06. 2016*	Actual 2015/16	% 15/16	Actual 2014/15	% 2014/15	Actual 2013/14	% 2013/14
Faculty of Mathematics, Computing and Technology	Barroca	Leonor	F	1	1	1	0	3	75%	4	80%	1	25%
	Bowers	David	M	1	1	1	1	4	100%	5	100%	3	75%
	Bowers	Lisa	F			1	1	2	100%				
	Hilliam	Rachel	F	1	1	1	1	4	100%	4	80%		
	Holland	Maggie	F	1	1			2	100%	5	100%	3	75%
	Lane	Andy	M	1	1	1	1	4	100%	4	80%	3	75%
	Northover	Shirley	F	1				1	100%	1	50%		
	Nixon	Tony	M	1	1	1	1	4	100%	5	100%	4	100%
	O'Neil	Toby	M	1	1	1	1	4	100%	5	100%	4	100%
	Quinn	Brendan	M	1	1	1	1	4	100%	5	100%	3	75%
	Ramage	Marcus	M	1	1	1	1	4	100%	5	100%		
	Robbins	Peter	M	1	0	0	1	2	50%	2	40%	4	100%
	Ryder	Haley	M	1	1	1	1	4	100%	4	100%		
	Walshe	Ann	F			1	1	2	100%				
Faculty of Science	Baxter	John	M	1	1	1	1	4	100%	5	100%	4	100%
	Grady	Monica	F	1	1	1	1	4	100%	4	80%	3	75%
	Haresnape	Janet	F	1	1	1	1	4	100%	5	100%		
	Hunter	Arlene	F	1	1	1	1	4	100%	4	80%	4	100%
	MacQueen	Hilary	F	1	1	0	1	3	75%	4	80%		
	Rothery	David	M	1	0	1	1	3	75%	5	100%	4	100%
	Turner	Claire	F	1	1	1	1	4	100%	5	100%	3	75%
Faculty of Social Sciences	Cooper	Troy	F	1	1	1	1	4	100%	5	100%	4	100%
	Byford	Jovan	M	1	1	1	1	4	100%				
	Drake	Deborah	F	1	1	1	1	4	100%	2	67%		
	Economou	Anastasia	F	1	0	1	1	3	75%	2	40%	3	75%
	Havard	Catriona	F	1	0	1	1	3	75%	3	75%		
	Kaye	Helen	F	1	1	1	1	4	100%	3	60%	3	75%

INTERNAL USE ONLY
S-2016-03-15 APPENDIX 4

Membership/ Staff Category	Surname	Forename	Gender	Mtg 01 14.10. 2015	Mtg 02 27.01. 2016	Mtg 03 13.04.2 016	Mtg 04 08.06. 2016*	Actual 2015/16	% 15/16	Actual 2014/15	% 2014/15	Actual 2013/14	% 2013/14
	Staples	Matt	M	1	1	1	1	4	100%	4	100%	2	50%
Institute of Educational Technology	Adams	Anne	F	1	1	1	1	4	100%	5	100%		
	Edwards	Chris	M	1	1	0	1	3	75%	5	100%		
	Scanlon	Eileen	F	0	1	1	1	3	75%	2	40%	3	75%
Other Central Units	Marr	Liz	F	1	0	1	1	3	75%	4	80%	3	75%
3.0 Associate Lecturers	Chetwynd	Frances	F	1	1	1	1	4	100%	4	80%	3	75%
	Heil (alternate)	Bruce	M	1				1	100%	3	60%	3	75%
	Spencer	Clare	F	1	1	1	1	4	100%	4	80%		
	French	Tricia	F	1	1	1	1	4	100%	3	100%		
	Aiken	Fiona	F	1	1	1	1	4	100%	2	100%	1	100%
	Parry	Tim	M	1	1	1	1	4	100%				
	Partridge	Hilary	F			1	1	2	100%				
	Johnston	Robert	M	1	0			1	50%				
	Clifford (alternate)	Gary	M		1			1	100%				
	Walker	Linda	F	0	1	1	1	3	75%	1	100%		
4.0 Students Appointed by Open University Students Association	Brumpton	Josh	M	1	1	1	1	4	100%	5	100%	4	100%
	Kingan (Alternate)	Alison	F		1	1		2	100%	5	100%	4	100%
	Murphy	John	M	1	1	1	1	4	100%	5	100%		
	Tudor	Ruth	F	1	1	1	1	4	100%	4	80%		
	Simpson	Nicola	F		1	1	1	3	100%				
	Humble	David	M	0	0	0	1	1	25%	5	100%	1	100%
	Adams	Lorraine	F	1				1	25%				
	Tarling	Barbara	F	1	1	1	1	4	100%	1	100%		
5.0 Academic Related Staff	Atkins	Pat	F	1	1	1	1	4	100%	5	100%		

INTERNAL USE ONLY
S-2016-03-15 APPENDIX 4

Membership/ Staff Category	Surname	Forename	Gender	Mtg 01 14.10. 2015	Mtg 02 27.01. 2016	Mtg 03 13.04.2 016	Mtg 04 08.06. 2016*	Actual 2015/16	% 15/16	Actual 2014/15	% 2014/15	Actual 2013/14	% 2013/14
	Berry	Phil	M	1	1	1	1	4	100%	5	100%		
	Crowe	Victoria	F	1	1	1	1	4	100%	4	80%		
	Horrocks	Simon	M	1	1	1	1	4	100%	5	100%		
	Innes	Mike	M	1	1	1	1	4	100%	5	100%		
	Khokhar	Billy	M	1	1	0	1	3	75%	4	80%	4	100%
	Lloyd	Christina	F	1	1	1	1	4	100%	5	100%	4	100%
	Poniatowska	Barbara	F	1	1	1	1	4	100%	5	100%		
	Riding	Clare	F	1	1	1	1	4	100%	5	100%	4	100%
	Smith	David	M	1	1	1	1	4	100%				
	Smith	Donna	F	1	1	1	1	4	100%	5	100%		
	Smythe	Joanne	F	1	1	1	1	4	100%	5	100%		
	Street	Michael	M	1	1	1	1	4	100%	5	100%	4	100%
	Yeo	Jake	M	1	1	1	1	4	100%	5	100%	4	100%

6.0 Co-opted Members

	D'Arcy	John	M	1	1	1	1	4	100%	5	100%	3	75%
	Humphreys	Rob	M	1	1	1	1	4	100%	5	100%	3	75%
	Stewart	Susan	F		1	1	1	3	100%				
	Knight	David	M	1	1	1	1	4	100%	5	100%	4	100%
	Domingue	John	M	1	1	1	1	4	100%				
	Goscombe	Christopher	M	0	0	0	1	1	25%	3	60%	4	100%

INTERNAL USE ONLY
S-2016-03-15 APPENDIX 4

Membership/ Staff Category	Surname	Forename	Gender	Mtg 01 14.10. 2015	Mtg 02 27.01. 2016	Mtg 03 13.04.2 016	Mtg 04 08.06. 2016*	Actual 2015/16	% 15/16	Actual 2014/15	% 2014/15	Actual 2013/14	% 2013/14
<i>Actual attendees</i>				92	90	88	95						
<i>Total membership at time of meeting</i>				98	98	99	98						
<i>% attendees per meeting 2015/16</i>				94	92	89	97						
<i>% attendees per meeting 2014/15</i>				86	91	90	89						
<i>% attendees per meeting 2013/14</i>				85	84	84	85						
<i>Total no. of males</i>			43										
<i>Total no. of females</i>			55										

* Attendance numbers are provisional/unconfirmed at the last meeting of the Committee year