

THE SENATE

CONSTITUTION – UPDATED 14.06.2018

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 (Acting), Chair, *ex officio*
 The Pro-Vice-Chancellors
 The Executive Deans of the Faculties
 The Director of the Institute of Educational Technology (LTI Director, Research)
 The Director of Library Services
 The Director of Learning and Teaching Solutions (LTI Director, Translation)

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>
FASS	13 (4)
FBL	5 (2)
STEM *	19 (6)
WELS	12 (3)
LTI (Academic)	3 (0)
Other central units **	1 (0)
Regional/National Centres	4 (4)
TOTAL	57 (19)

* Includes KMi (Knowledge Media Institute).

** Currently OUVF (Open University Validation Partnerships), Human Resources and Office of the Vice-Chancellor.

- 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

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

(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 and Informal Learning and the National Directors, if they are not members.

THE SENATE

MEMBERSHIP LIST – UPDATED 12.09.2018

1.0 *Ex officio* members

- a) The Vice-Chancellor (Acting), Chair

Professor Mary Kellett

- b) The Pro-Vice-Chancellors

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

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

- c) The Executive Deans of the Faculties

Professor Ian Fribbance Executive Dean, Faculty of Arts and Social Sciences

Professor Devendra Kodwani Executive Dean, Faculty of Business and Law

Professor Josie Fraser Executive Dean, Faculty of Science, Technology, Engineering and Mathematics

Dr Sally Hayes Executive Dean, Faculty of Wellbeing, Education and Language Studies (Acting)

- d) The Director of the Institute of Educational Technology (LTI Director, Research)

Professor Patrick McAndrew

- e) The Director of Library Services

Ms Rosie Jones

- f) The Director of Learning and Teaching Solutions (LTI Director, Translation)

To be appointed

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 (FASS)

Dr Richard Heffernan	Central	to 31.08.2020
Professor Ole Grell	Central	to 31.08.2020
Professor David Johnson	Central	to 31.08.2020
Dr Elaine Moohan	Regional	to 31.08.2020
Mr Matt Staples	Regional	to 31.08.2020
Professor John Wolffe	Central	to 31.08.2020
Dr William Brown	Central	to 31.08.2022
Dr Jovan Byford	Central	to 31.08.2022
Dr Sarah Crafter	Central	to 31.08.2022
Dr Deborah Drake	Central	to 31.08.2022
Ms Karen Hagan	National	to 31.08.2022
Dr Alison Penn	Regional	to 31.08.2022
Professor Nicola Watson	Central	to 31.08.2022

Faculty of Business and Law (FBL)

Miss Carol Howells	Central	to 31.08.2020
Dr Sharon Slade	Regional	to 31.08.2020
Dr Caroline Clarke	Central	to 31.08.2022
Mr Mike Phillips	Regional	to 31.08.2022
Dr Kristen Reid	Central	to 31.08.2022

Faculty of Science, Technology, Engineering and Mathematics (STEM)

Dr Leonor Barroca	Central	to 31.08.2020
Dr Stephen Burnley	Central	to 31.08.2020
Mrs Diane Butler	Regional	to 31.08.2020
Dr Jon Hall	Central	to 31.08.2020
Dr Karen Olsson-Francis	Central	to 31.08.2020
Dr Hayley Ryder	Regional	to 31.08.2020
Professor Claire Turner	Central	to 31.08.2020
Dr Ann Walshe	Regional	to 31.08.2020
Dr Gareth Williams	Regional	to 31.08.2020
Dr John Baxter	Regional	to 31.08.2022
Dr Robert Brignall	Central	to 31.08.2022
Dr Helen Fraser	Central	to 31.08.2022
Professor Simon Green	Central	to 31.08.2022
Dr James Hague	Central	to 31.08.2022
Dr Janet Haresnape	Regional	to 31.08.2022
Dr Toby O'Neil	Central	to 31.08.2022
Dr Magnus Ramage	Central	to 31.08.2022
Professor David Rothery	Central	to 31.08.2022
Dr Mark Slaymaker	Regional	to 31.08.2022

Faculty of Wellbeing, Education and Language Studies (WELS)

Dr Uwe Baumann	Central	to 31.08.2020
Mrs Anna Comas-Quinn	Central	to 31.08.2020
Ms Tyrrell Golding	Central	to 31.08.2020
Dr Aravinda Guntupalli	Central	to 31.08.2020
Dr Elodie Vialleton	Central	to 31.08.2020
Dr Verina Waights	Central	to 31.08.2020

Professor Jan Draper	Central	to 31.08.2022
Dr Kristina Hultgren	Central	to 31.08.2022
Ms Susan Kotschi	Regional	to 31.08.2022
Mr Andy Rixon	Central	to 31.08.2022
Dr Jackie Watts	Regional	to 31.08.2022
Mr Jeremy Wilcock	National	to 31.08.2022

Learning and Teaching Innovation (LTI) (Academic)

Mr Chris Edwards		to 31.08.2022
Professor Allison Littlejohn		to 31.08.2022
Professor Eileen Scanlon		to 31.08.2022

Other Central Units

Ms Jacky Hinton		to 31.08.2022
-----------------	--	---------------

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

Mrs Frances Chetwynd	STEM, AL Executive Chair	to 31.08.2019
Dr Hilary Partridge	FASS	to 31.08.2019
Mr Rob Parker	FBL	to 31.08.2019
Mr Tim Parry	FBL	to 31.08.2019
Mr David Knowles	STEM	to 31.08.2019
Dr Walter Pisarski	WELS	to 31.08.2019
Dr Linda Walker	WELS and Wales	to 31.08.2019

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

Ms Cath Brown	President	to 31.07.2020
Mr Peter Cowan	Vice President, Education	to 31.07.2020
Mr Rory Powell		to 31.07.2019
Ms Danielle Smith		to 31.07.2019
Dr Barbara Tarling		to 31.07.2019
One vacancy	Appointment being sought	

- 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.

Mrs Clare Ikin	FASS	to 31.08.2020
Mr Jake Yeo	STEM	to 31.08.2020
Mr Denzil DeSouza	Academic Services and SRF Central	to 31.08.2020
Ms Elaine Walker	Academic Services and SRF Regional	to 31.08.2020
Mr Phil Berry	LTI	to 31.08.2020
Mrs Maria Crisu	Marketing	to 31.08.2020
Mrs Selena Killick	Library Services	to 31.08.2020
Dr Caitlin Adams	FASS	to 31.08.2022
Mr Derek Sheills	STEM	to 31.08.2022
Mrs Rukhsana Malik	Academic Services and SRF Central	to 31.08.2022

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

Mr Toby Scott-Hughes	Academic Services and SRF Central	to 31.08.2022
Mr Billy Khokhar	Academic Services and SRF Regional	to 31.08.2022
Mrs Kate Signorini	Academic Services and SRF National	to 31.08.2022
Dr Mark Nichols	LTI	to 31.08.2022

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 Turner OBE	Graduate	to 31.08.2021
Mr Chris Rooke	Director, Academic Services (Interim)	to 31.08.2020
Dr David Knight	Director, Access Careers and Teaching Support	to 31.08.2020
Mr Tony O'Shea-Poon	Director, APG	to 31.08.2020
Mrs Louise Casella	Director, Wales	to 31.08.2021
Mr John D'Arcy	Director, Ireland	to 31.08.2022
Dr Liz Marr	LTI Director of Teaching	to 31.08.2022
Ms Susan Stewart	Director, Scotland	to 31.08.2022

In Attendance

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

Mr Andrew Law	Director of Open Media and Informal Learning
---------------	--

THE SENATE

THE ROLE OF THE SENATE - UPDATED 27.09.2010

- 1.0 Much of the business of the Senate will stem from the committees reporting to it. As well as approving (or not) major strategies in their final form the Senate would be expected to comment on them at an early stage and guide their development.
 - 2.0 Another major role of the Senate is to review the academic performance of the University. That occurs from time to time through policy reviews
 - 3.0 The Senate also conducts an annual review of its own effectiveness and of the committees reporting to the Senate. This review is important to provide assurance that the structure is working effectively and to give the opportunity to make adjustments. The Senate, and each of its committees, reviews the business conducted against the terms of reference, the attendance and the membership. OUSA and the Associate Lecturers Executive also review whether the arrangements for their representation have worked effectively, particularly the reference groups which will meet before each meeting of the Senate.
 - 4.0 The academic governance structure operates in the context of the University's overall governance structure, headed by the governing body, the Council. A key committee is the Strategic Planning and Resources Committee (SPRC). That is a joint committee of the Council and the Senate but where a Council decision is required on a strategy of the University, SPRC makes a recommendation to the Council having, where relevant, taken the advice of the Senate either in the form of consultation with the Senate or one of its committees, or through the Senate representation on SPRC.
-

THE SENATE

THE ROLE OF SENATE MEMBERS - UPDATED 26.03.2018

1. Role of Senate members

The Code of Practice for University Elections and Committee Procedure considered by the Senate in June 2005 sets out the following statement:

“The Senate and its committees shall exercise their responsibilities in a corporate manner, with decisions taken collectively in the interests of the institution as a whole. Members should at all times conduct themselves in accordance with accepted standards of behaviour in public life. They should not act individually or as representatives of a constituency or take decisions on an informal basis outside the constitutional framework. When speaking or voting, they shall not be bound by mandates given to them by others.”

Senate members should be able to contribute to discussions on major issues of academic strategy, policy, priority and performance.

2. Participation

The Code of Practice for University Elections and Committee Procedure sets out the following statement:

“Members should ensure that they have read the relevant papers, and are otherwise adequately briefed, before each meeting. Members are expected to attend regularly, and to participate in meetings of University bodies. Reasonable arrangements should be made to enable remote participation by those working at other University sites, subject to technological limitations and advance notice to the Secretary. It is recognised that circumstances may sometimes prevent attendance or remote participation, and apologies should be sent to the secretary in such cases. The secretary should monitor attendance to support overall effectiveness reviews, and to enable specific problems to be addressed.”

The Secretary will monitor attendance to support overall effectiveness reviews, and to enable specific problems to be addressed. A 75% overall attendance rate should be expected.

Regular attendance by a substantial number of the membership is essential to ensure the legitimacy of decisions. A quorum of 50%+1 of the membership at any meeting has been agreed by the Senate to help to guarantee this legitimacy.
