

**Senate**

**Terms of Reference**

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| **Delegated Authority and Purpose** | Senate is the academic governing body of BU and is responsible to the Vice-Chancellor and the University Board for monitoring and advising on the academic work of the University. |
| **Main responsibilities**  | Subject to the provisions of the Articles of Government for BU, Senate shall be responsible for:1. General matters relating to the research, scholarship, teaching and programmes at the University, including the criteria for the admission of students;
2. The appointment and removal of internal and external examiners (delegated to Academic Standards Committee);
3. Policies and procedures for assessment and examination of the academic performance of students;
4. The content of the curriculum;
5. Academic standards and quality and the validation and review of programmes;
6. The procedures for the awards of qualifications and honorary academic titles;
7. Confirmation of awards made by undergraduate and postgraduate Boards of Examiners and by Research Examinations Teams (the Vice-Chancellor on behalf of Senate);
8. The procedures for the expulsion of students for academic reasons;
9. Considering both the development of the academic activities of the University and the resources needed to support them and for advising the Vice-Chancellor and the University Board thereon;
10. Advising on such other matters as the University Board or the Vice-Chancellor may refer to Senate.
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| **Duration**  | Permanent   |
| **Chair** | Vice-Chancellor |
| **Deputy Chair** | Deputy Vice-Chancellor |
| **Management and Support** | Secretary and administrative support – As appointed by the Chair. |
| **Membership** | 1. Deputy Vice-Chancellor
2. Pro Vice-Chancellors
3. Director of Finance and Performance
4. Chief Operating Officer
5. Head of Academic Services
6. Head of Student Services
7. Head of Research and Knowledge Exchange
8. Executive Deans of Faculty
9. President of the Students’ Union
10. Vice-President (Education) of the Students’ Union
11. General Manager of the Students’ Union
12. Two members of academic staff from each Faculty freely elected triennially by members of academic staff of that Faculty
13. Two members of the professional and support staff freely elected triennially by members of professional and support staff, in accordance with such arrangements as Senate shall from time to time approve
14. One member of the professoriate in each Faculty nominated by the Executive Dean and approved by the Chair.

It is at the discretion of the Chair to require the presence of particular individuals for any given discussion.  |
| **Quorum** | At least 50% of the total membership (or as otherwise agreed by Senate) |
| **Usual Number of Meetings** | Three per year |
| **Reporting Line** | None |
| **Minutes** | University Board (for noting) |
| **Sub-committees** | Academic Standards Committee Education and Student Experience Committee Research and Knowledge Exchange CommitteeResearch Ethics Committee Faculty Academic Board |
| **Publication**  | Non-confidential agendas, papers and minutes are routinely published. |
| **Notes** | The responsibilities of Senate and other related information is detailed in the Articles of Government for Bournemouth University.  |

**Policy and Committees use only:**

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| Final approval by: | Senate | Version number: | n/a |
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| Date of last review | 1 November 2017 | Due for review: | October 2018 |