

Senate

Terms of Reference

Purpose

The Senatus Academics (Senate) is the University's supreme governing academic body.

The core function of the Senate is the overall planning, development and co-ordination of the academic activity of the University. Its role is to regulate and superintend the research, pedagogy, teaching and academic conduct of the University; it is responsible for the academic standards and quality of awards and the programmes of study leading to them.

Remit

1. To set the high-level policy and strategy on:
 - a. Learning, teaching and assessment
 - b. The academic portfolio and curriculum development
 - c. Research, artistic and scientific enquiry
 - d. Academic partnerships relating to teaching and/or research
 - e. Student support and engagement

2. To formally approve, within those strategies:
 - a. The award of degrees of the University
 - b. The award of Honorary degrees to individuals of high distinction
 - c. The decisions taken by formally constituted standing committees within their remit
 - d. The creation of new degree types within the Qualifications Framework of San Marino
 - e. The Academic Regulatory Framework and Assessment Regulations
 - f. Academic Policies and Procedures, including those on academic conduct
 - g. Recommendations for the conferment of Emeritus status on retiring professors of the University who have an appropriate record of service and level of distinction

3. To make decisions on:
 - a. The establishment of new programmes of study
 - b. The closure of academic programmes
 - c. Substantive modification of academic policies and procedures
 - d. The establishment of sub-committees, their remit and constitution

4. To consider and make recommendations concerning:
 - a. Any matters referred to it by Council
 - b. Draft Resolutions and Ordinances from the University Council on academic matters (it may also make a request to Council for a Resolution)
 - c. Any matters of general University interest, and those referred to it by Council or the Scientific Committee
 - d. Matters referred to it from its standing committees
 - e. Matters referred to it from the Student Forum.



Constitution

- Rector (Chair) ex officio
- Director of the University ex officio
- The Registrar (Secretary to Senate) ex officio
- The Academic Registrar ex officio
- Heads of Department ex officio
- One elected member of academic staff from each academic Department
- One elected member of the administrative staff of the University
- The President of the Student Forum ex officio
- One student from each academic Department, elected by its student body Up
- to three time-limited co-opted members.

In attendance

- Senior officer responsible for Student Support
- Senior officer responsible for information and digital services
- Secretary to University Council

Quorum and voting

A majority of members (excluding co-opted members). The Chair has a casting vote if required.

- Frequency of meetings

At least three times per academic year.

Extraordinary meetings may be called by the Rector or at the request of at least one third of members eligible to vote.

Reporting and Minutes

Senate reports to the University Council through its Chair and the minutes. A formal record and minute is taken of all meetings of Senate; the minutes of all meetings are submitted to the next meeting of Senate for formal approval. Minutes are stored on the Governance SharePoint site.

Standing Committees

- Education Development and Student Experience Committee (EDSEC)
- Quality and Standards Committee (QSC) o Research
Ethics and Integrity Committee (REIC) o Student
Appeals and Conduct Committee (SACC)

Approval and modification

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|-------------------------|--------------|
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