

University of Glasgow

Senate

Constitution of the Council of Senate

1. Prefatory Statement

This is the Constitution of the Council of Senate. The Council of Senate ('the Council') was established as a committee of Senate by decision of Senate on 6 February 2014. This Constitution sets out details concerning the composition, remit, meetings and direction on other specific matters concerning the Council of Senate. These are established by Senate and may only be amended by Senate. The Schedules appended to this Constitution make further provision for the operations of the Council of Senate. The Schedules relating to the operations of the Council may be reviewed and amended from time to time by the Council without reference to Senate.

Continuing authority of Senate

The constitutional position of Senate in legislation and in respect of University Ordinances and Resolutions in force is unaffected by the following measures. Their effect will not be to dissolve or prorogue Senate.

Specifically, without limitation:

- The responsibilities of Senate established in law continue to attach to Senate
- Senate remains as the supreme academic body of the University
- The composition of Senate is unchanged
- Matters agreed by Senate that are beyond the competence of the Council remain in force
- Meetings of Senate may be called at any time as at present¹
- Senate may revoke the delegation of authority to the Council in whole or in part
- Senate retains the power to dissolve the Council of Senate
- The Council may not amend its Constitution or that of Senate
- The consultative function of Senate with respect to the promulgation of draft University Ordinances and Resolutions will continue as at present
- The nature of offices hitherto appointed by Senate – the Clerk of Senate, the Senate Assessors on Court, the Senate Assessors for Appeals, Complaints and Student Conduct – will be unchanged, and Senate will remain the associated constituency from which these officers are drawn
- Elected members will continue to be appointed to Senate
- Members of Senate will receive papers received by the Council and may attend meetings of the Council

Notwithstanding the foregoing, by its decision on 6 February 2014, Senate delegated the performance of certain of its functions to the Council of Senate. Matters which have not been delegated to the Council of Senate are reserved matters to be decided only by Senate. These reserved matters are:

- (i) the conferring of degrees and other academic awards of the University;

¹ i.e., either by the Principal directly or on receipt of a requisition signed by five members of Senate.

- (ii) the power to dissolve entirely or amend the Constitution of the Council of Senate;
- (iii) all other powers of Senate which are not specifically delegated to the Council of Senate by the decision of Senate to establish the Council on 6 February 2014.

2. Authority for the establishment of the Council of Senate

As noted in the decision of Senate on 6 February 2014, the Council of Senate was established as a committee of Senate under the Universities (Scotland) Act 1966, which provides that:

...the Senatus Academicus... shall have power to appoint committees of its own number or others, and to define the powers, and to determine the membership and the quorum, of such committees².

The Council of Senate is established as a committee of Senate under this authority.

3. Composition

The Council of Senate shall comprise:

- Ex officio members: The Principal (Convener)
The Clerk of Senate
The Vice-Principals
Heads of School
Directors of Research Institutes
The Secretary of Court
- Student members: Twelve student members, appointed by and from the Students' Representative Council, and drawn from across the University in proportions corresponding approximately to the composition of the overall student body.
- Elected members: Elected members shall be twice the number of ex-officio members, and they shall be elected by and from the professorial and elected members of Senate. Ex-officio members of the Council of Senate are not eligible to stand as elected members but are permitted to participate in votes for elected members.
- For the purposes of electing members of the Council, the electorate shall form constituencies based on the Colleges of the University, with constituencies comprising the membership of Senate in the respective Colleges.

Elected members

The Colleges shall appoint the numbers of elected members of the Council in accordance with Schedule 1. The proportion of the elected membership of the Council appointed by the Colleges reflects in equal measure each College's proportion of the total student numbers and teaching and research staff numbers in the University. The Council will review the proportions against current teaching and research staff and student numbers every three years to ensure their currency, also taking into consideration any increase in the number of members ex officio of the Council.

² Section 8(2).

A minimum of 20% of the elected members of Council in each College shall be non-professorial members of Senate.

Elections to the Council shall be by means of the plurality-at-large method.

Elected members of the Council who miss two or more meetings in any one academic session without providing apologies in advance of the Council meetings shall be deemed to have resigned from the Council, and a new member will be elected to commence his/her term of office in the subsequent academic session.

The method of election is set out in Schedule 2.

Period of appointment of elected members

The period of appointment of elected members shall be three years. For the first elections, members shall be appointed in equal numbers for the balance of the 2013-14 academic year plus one, two, or three years (to be determined on the basis of the numbers of votes received). Members may stand for a second, but not a third, consecutive term.

Responsibility of members of the Council of Senate

Members appointed to the Council of Senate are individually and collectively responsible to the Council. Elected members are not appointed as College delegates.

4. Authority of the Council of Senate

In all its activities, the Council of Senate shall act within the scope of the responsibilities of Senate as defined by the Universities (Scotland) Acts 1858-1966; that is: 'To regulate and superintend the teaching and discipline of the University' and 'to promote research'.

Within the foregoing terms, and subject to University Ordinances and Resolutions, in accordance with the decision of Senate on 6 February 2014, the Council shall act on behalf of Senate to:

- (i) consider and approve the appointment of officers of Senate and matters of policy, strategy and practice associated with the legal responsibilities of Senate;
- (ii) consider, advise and make representations as appropriate on matters where the power of approval of measures lies with the University Court or other body;
- (iii) consider and advise as appropriate on reports referred to it for consideration by the University Court or the Principal.

Measures under (i) above shall include:

- Research and Learning and Teaching Strategies and their associated Action Plans
- The structure of the Academic Year
- The approval and significant amendment of programmes of study
- Recommendations received concerning the conferment of honorary degrees

Measures under (ii) above shall include:

- Matters governed by University Ordinance³
- Matters governed by Resolutions of the University Court, such as the creation of new degrees and the associated regulations and revisions to the Code of Student Conduct
- Changes to the structure or academic composition of the University
- Semester dates
- Date of Rectorial Elections (determined by Court under the terms of University Ordinance No. 186)

Measures under (iii) above shall include:

- Communications from meetings of the University Court
- Reports from the Senior Management Group
- University budgetary reports

5. Specific directions to the Council of Senate

Direction to the Council on specific matters is given in the following:

Appointment of officers of Senate

The Council shall act on behalf of Senate with respect to the appointment of officers of Senate.

The constituency from which the following, and any comparable appointments subsequently established by the Council, are drawn shall be the Senate.

The associated positions are:

- The Clerk of Senate
- Senate Assessors on Court
- Senate Assessors for Appeals
- Senate Assessors for Student Conduct
- Senate Assessors for Complaints

Unless otherwise specified under the terms of associated constitutions, the constituency from which Senate appointments to external positions, such as school governing bodies, shall be the Senate.

Petitioning by the Students' Representative Council

University Ordinance No. 60 includes provision for the Students' Representative Council to petition Senate on any matter affecting the teaching and discipline of the University and for Senate to dispose of the matter or to forward the petition to the University Court with any accompanying observations. Such petitions shall be considered by the Council of Senate on behalf of Senate.

Election of the Rector

University Resolution No. 186 ascribes to Senate the determination of detailed matters concerning the election of the Rector. Associated activities shall be carried out by the Council on behalf of Senate.

³ University Ordinances are approved by the Privy Council.

Delegation of responsibilities to committees of the Council

The Council of Senate may delegate responsibilities to committees as it sees fit to deal with appropriate aspects of its remit.

Appointment of committees

The Council of Senate shall establish such committees as it sees fit to assist it to fulfil its duties. Current committees of the Council are listed in Schedule 4.

Review of operational matters concerning the Council

Detailed operations of the Council of Senate addressed in the Schedules attached to this document may be reviewed and amended by the Council without reference to Senate.

Outwith meetings

The Principal and Clerk of Senate may act on the Council's behalf on any urgent matter between ordinary meetings of the Council. A record of action taken will be provided to the next ordinary meeting of the Council.

6. Meetings of the Council

The Council shall determine the number of ordinary meetings it shall hold each academic year as set out in Schedule 3.

The quorum for meetings of the Council shall be 80 members. The quorum may be increased by the Council in the event of the appointment of additional members to the composition under the terms of Section 3 (above).

Meetings shall be convened by the Principal. In the absence of the Principal, meetings shall be convened by the senior Vice-Principal present (excepting the Clerk of Senate).

In the event that a vote is held, the Convener shall have a deliberative and a casting vote.

It shall be open to all members of Senate to attend meetings of the Council, and all members of Senate will receive the papers for the meetings of the Council. Members of Senate who are not members of Council may participate fully in the activities and discussions of the Council in accordance with the Standing Orders of the Council (set out in Schedule 5), but, as non-members, may not participate in any ballot or vote of the Council. Other persons who are not members of Senate may attend meetings of the Council by arrangement with the Senate Office, but may not participate in the discussions except by invitation from the Convener.

Extraordinary meetings of the Council may be called by the Principal in consultation with the Clerk of Senate, or on the submission to the Director of the Senate Office of a motion signed by a minimum of twelve members of the Council⁴.

Proposal of agenda items

Items may be proposed for the Council agenda by any member of Senate. Proposed items will be considered by the Council of Senate Business Committee. In the event that the Business Committee

⁴ Arrived at on the basis that twelve members represent c. 10% of the Council's membership.

decides not to add proposed items to the agenda, it shall provide its reasons for its decision to the member submitting the proposal.

Approved by Senate on 6 February 2014.

SCHEDULE 1

Numbers of elected members of the Council of Senate appointed by the Colleges

The Colleges shall appoint the following numbers of members of the Council:

College of Arts	-	-	-	-	12
College of Medical, Veterinary & Life Sciences	-				27
College of Science and Engineering	-				17
College of Social Sciences	-	-	-		19

SCHEDULE 2

Method of election of members of the Council of Senate

Eligible members of Senate (see Section 3 of the Constitution of the Council of Senate on the composition of the elected membership) may stand for election from their College to the Council of Senate. Nominees must be proposed and seconded by members of Senate in their College. Nominees must confirm their willingness to stand for election.

For the purposes of electing members to the Council, the plurality-at-large method shall be used. Thus, each constituent will be given a number of votes that equates to the number of vacancies. The candidates receiving the most votes will be elected in rank order to fill the vacancies available, subject to the minimum number of non-professorial members of Senate to be appointed to the Council from the College concerned being appointed. Where the group of candidates receiving most votes means that the minimum number of non-professorial candidates would not be achieved, the highest-polling non-professorial candidate(s) from the group of remaining candidates shall be appointed until the threshold number of non-professorial appointments is reached. In the event of a tie, lots will be drawn.

Elections shall be managed by the Senate Office.

SCHEDULE 3

Meetings of the Council

There shall be five ordinary meetings of the Council of Senate in each academic year. Meetings shall normally be held in October, December, February, April and June.

The agenda and papers for meetings of the Council will be issued by the Senate Office two weeks ahead of meetings. Approximately one week before the Council meeting, the Council of Senate Business Committee shall meet to consider the agenda. It shall provide the Council with its comments in the form of an annotated agenda.

SCHEDULE 4

Committees of the Council

Research Planning & Strategy Committee
Education Policy & Strategy Committee
Student Support and Development Committee
University Ethics Committee for Non-clinical Research
Council of Senate Business Committee
Honorary Degrees Committee
Senate Appeals Committee
Senate Conduct Committee
Senate Conduct Appeals Committee
Academic Standards Committee
Academic Dress Committee
Military Education Committee

The Committees listed here – hitherto committees of Senate – shall be formally reappointed as committees of the Council of Senate at the first meeting of the Council. On appointment as committees of the Council, they shall retain their prior remits, compositions and memberships until revised by the Council either directly or on the recommendation of the committees themselves. (Committees are required to consider on an annual basis whether their compositions and remits remain appropriate.)

Joint Council of Senate/Court Working Group

Occasionally the Principal - either on his/her own initiative, or having received advice from the Council of Senate or Court - may decide that an issue is of sufficient importance to the academic work of the University that a formal Joint Council of Senate/Court Working Group should be established. The Group would have a remit to consider the matter and to formulate recommendations to the Council of Senate and Court, and its establishment would require the approval of both bodies.

SCHEDULE 5

Standing Orders of the Council of Senate

- To follow