SENATE

TERMS OF REFERENCE

PARENT BODY: Council

PURPOSE: Senate is the key forum in LSHTM for academics to come together and take responsibility for the enhancement of academic quality and assurance of academic standards. It is responsible to the Council for setting the academic framework for research, teaching, learning and training. It keeps the student experience (including welfare) under review and ensures that this is maintained at a high level. It takes responsibility and provides assurance to the Council on the effectiveness of academic governance including maintaining the reliability of degree standards and the continuous improvement of the student academic experience and of student outcomes. It also ensures that equity, diversity and inclusion considerations are integrated into all aspects of its business.

1. Academic Standards and Quality Assurance

1.1. Regulate the academic work of LSHTM in both research and education by approving Senate Regulations and approving related policies and procedures;

1.2. Regulate research and enterprise activities ensuring that there are high ethical standards, good governance and that research quality is of a high standard commensurate with the reputation of LSHTM;

1.3. Approve and monitor regular plans to enhance academic quality, monitor quality assurance and improve the student experience;

1.4. Monitor the student academic experience and the process for student engagement;

1.5. Determine the academic awards (excluding honorary awards) to be awarded by LSHTM and assure the integrity of those awards including assurance on the operation of the assessment processes;

1.6. Regulate the approval of all educational programmes and collaborative provision including their assessment;

1.7. Regulate the arrangements for the annual and periodic review of Programmes & Modules and any student surveys undertaken by LSHTM;

1.8. Approve regulations for student discipline;

1.9. Review preparations for any external review of the Education provision. To approve and monitor any action plan following an external review;

1.10. Provide regular assurance to Council through an annual report covering Senate's purpose as defined above;

1.11. Review and recommend any changes to Council in respect of the academic structure of LSHTM;

2. Academic Strategy

2.1. Support the development of the LSHTM Strategic Plan and any specific academic strategies and advise Council and the Director;

2.2. Monitor implementation of the academic elements of the LSHTM Strategic Plan and any specific academic strategies and achievement of related objectives;

2.3. Review the management of risks relating to LSHTM's academic activities and monitor actions taken to minimise those risks and advise Council;

2.4. Monitor academic-related aspects of the EDI Strategy, and receive regular reports from the Equity, Diversity and Inclusion Committee;

3. Awards and Honours

3.1 Approve the award of medals, prizes and scholarships

4. Committee evaluation

4.1 To review Senate's effectiveness and the suitability of its terms of reference annually.

4.2 To review the diversity of Senate's membership annually.

4.3 Determine the terms of reference of any sub-committee or ad hoc working group (including Boards of Examiners) including any appointments as Chair or Deputy Chair;

4.4 Approve a delegation framework identifying where authority is delegated to sub-committees or the Director;

COMPOSITION

Membership:

- The Director, who will be Chair
- Deans of Faculties
- Pro-Director, Education
- Pro-Director, Research and Academic Development
- Registrar & Director of Education Services
- Dean of Students and Taught Programmes
- Dean of the Doctoral College
- Chairs of the first tier of Senate's sub-Committees
- Chairs of Faculty Education Committees
- Chairs of Faculty Research Degree Committees
- 1 Head of Department for each Faculty (appointed by the Faculty Management Groups)
- 1 Junior academic staff member for each Faculty (elected by centrally run nominations and elections)
- 1 Senior academic staff member for each Faculty (elected by centrally run nominations and elections)

- Head of Education Policy, Quality & Student Experience
- Director of Research and Innovation Director of Library, Archives and Open Research Service
- Directors of the MRC The Gambia Unit and MRC/UVRI Uganda Unit or their nominated deputies
- Chief Information Officer
- Centre Director Representative or Deputy (agreed by Centre Directors)
- President, Vice-President (Communications & Activities) and Vice President (Finance & Operations) of the Students' Representative Council
- 1 Elected Academic Staff Member of Council

In attendance:

- Board/Committee secretary
- Other staff as required
- Independent Member of Council (Senate Observer)

MODE OF OPERATION

Meetings shall be held at least three times each academic year. A meeting can be requested by the members if there is a written request by at least a third of the membership of Senate setting out a clear statement of the matters they wish to have discussed. The meeting will be held within 10 to 21 days of the receipt of a written request.

The quorum of Senate is a minimum of ten members.

Senate may from time-to-time form task & finish groups to explore specific areas of interest/risk/strategic relevance.

RESERVED BUSINESS

Student members of the Committees shall not be entitled to participate in the consideration of reserved areas of business. Reserved areas of business normally include any sensitive or confidential matter relating to individual identifiable members of staff or students. It shall be for the Chair to decide in any case of doubt whether a matter is a reserved area of business and that decision shall be final. Agenda and papers for, and minutes of, any meeting relating to Reserved Areas of Business shall be recorded separately and circulated only to those members of the meeting entitled to receive them. Any important general issues relating to academic quality and standards arising from reserved business will be discussed at future meetings under unreserved business.

Approved by Council on 09 July 2026.

LONDON SCHOOL of HYGIENE &TROPICAL MEDICINE

SENATE DELEGATION FRAMEWORK

DELEGATED DECISION/APPROVALS		SUB-COMMITTEE APPROVAL
Research	Research programme ethical approval	RGC
Changes to/ New/ Termination Programmes & Modules	Single Faculty Programmes/Modules	SEC
	Cross-Faculty Programmes/Modules	SEC
	Collaborative Programmes/Modules	SEC
Revalidation	Revalidation of Award Bearing Programmes following Periodic Review	SEC
Development of All Existing Educational Programmes which run under Postgraduate Taught programmes	Special schemes of study for individual students strategy	SEC
	Arrangements for Annual Programme/Module Review & Action Plans	SEC
	Arrangements for Periodic Programme/Module Review & Action Plans	SEC
	Arrangements for the Student Evaluation of Programmes & Modules & Action Plans	SEC

DELEGATED DECISION/APPROVALS		SUB- COMMITTEE APPROVAL
Integrity of all awards running under the Postgraduate Taught Regulations	Award and classification	B of E
	Allocate Modules to Boards of Examiners	SEC
	Appointment of External Examiners	SEC
	Appointment of Chair or Deputy Chair of Board of Examiners	SEC
	Response to External Examiners' reports	SEC
	Response to Confidential Ext Examiner reports	SEC
	Appointment to Periodic Review Panels	SEC
	Appointment of Chair for Academic Appeals	SEC
Integrity of all Research Degrees	Award	B of E
	Appointment of External Examiners	SDC
	Appointment of Research Supervisors	SDC
	Appointment of Chair or Deputy Chair of Board of Examiners	SDC
	Response to External Examiners' reports	SDC
	Appointment of Chair for Academic Appeals	SDC

Note: Where Senate has delegated approval of a decision above, the Sub-Committee, Director or Senate Chair can further delegate the decision to another party. This further delegation must be reported to Senate**.**

Key: RGC (Research Governance Committee), SEC (Senate Education Committee), SDC (Senate Doctoral Degrees Committee), B of E (Board of Examiners)