#### KEELE UNIVERSITY

#### COVER SHEET FOR SENATE AND SENATE COMMITTEE PAPERS

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Committee** |  | | | | | |
| **Author and Sponsor** |  | | | **Date of meeting** | |  |
| **Title of Item** |  | | | | | |
| **Category** (delete as appropriate and use only one box) | | | | | | |
| **For formal approval** | | | | 🗸 | | |
| **Item for discussion** | | | | 🗸 | | |
| **Item for report** | | | | 🗸 | | |
| **Recommend Approval** | | | | 🗸 | | |
| **Executive Summary of paper:** | | | | | | |
| **Action required from Senate/Senate Committee:**  (Please include a clear indication where formal approval is required) | | | | | | |
| **At which Committee (if any) has this paper been considered previously?** | | | | | | |
| **Committee of Senate:**  (Please specify) | |  | | | | |
| **University Executive Committee** | |  | **Other:** (Please specify) | |  | |
| **At which Committee (if any) will this paper be considered at next?** | | | | | | |
| **Committee of Senate:**  (Please specify) | |  | **Council:** | |  | |
| **Communication/Next Steps:** | | | | | | |

|  |  |  |
| --- | --- | --- |
| **Student Consultation:**  As a University, we are committed to developing policies and procedures in partnership with our students, where this is appropriate and possible to do so. Therefore, please provide details below of how this paper has been consulted with, or developed in partnership with students or with student union representatives. | | |
| **Has student consultation been undertaken to develop this paper?** (Please tick one box) | **Yes** |  |
| **No** |  |
| **Not Applicable** |  |
| **Consultation Method and Outcome:**  (Please provide details of the consultation taken and the outcomes delivered as a result. If **no** consultation has been taken, or it is not applicable to this paper, please provide the reason why.) | | |