

# Terms of Reference

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**Title:** Faculty Education Committee AY21/22

**Date:** September 2021

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1. To develop, implement and monitor the Faculty Education Strategy in line with the University Education Strategy.
2. To evaluate the impact and effectiveness of the Faculty Education strategy and of the University Education Strategy as it applies to the Faculty.
3. To ensure the equivalence of the learning opportunities, research environments and the student experience across the Faculty.
4. To receive and consider the reports of programme validations and collaborative activity within the Faculty.
5. To make recommendations to the Vice-Chancellor as Chair of Senate on the advice of Boards of Examiners for the award of taught and doctoral degrees, diplomas and certificates and to monitor the progression of students on taught and doctoral programmes.
6. To monitor the consistency of decisions made within the Faculty on issues such as Academic Integrity and Special Considerations, noting the changes undertaken and advising the Faculty and University on any changes to policy which may be needed.
7. To consider data relevant to all aspects of the student experience, including (but not limited to) the National Student Survey, other experience surveys, and the Graduate Outcomes survey.
8. To receive reports from time to time from Deputy Heads of School (Education) on education activities within their School.
9. To work with the Faculty Graduate School on issues affecting the research student environment
10. To receive reports from time to time from the Faculty Director of Graduate School on research student activities.
11. To receive minutes and reports from additional governance committees or working groups as established by the Chair.
12. To report on matters of Education to Faculty Board, and to the Education Committee as appropriate and/or as requested.

The Committee may set up and disband from time to time such working groups and sub-committees as it decides is required to execute its business.

**Membership**

Chair: Associate Dean (Education)	
Dean	
Deputy Heads of School (Education)	
Faculty Director of Graduate School	
Faculty Academic Registrar	
Students' Union Faculty Officer	
Faculty Liaison link from the Centre for Higher Education Practice	
Secretary	

The Chair may co-opt additional members as necessary (including to act as chairs of subcommittees).

Members who are unable to attend may send a substitute with permission of the Chair.

**Frequency and Timing**

At least three meetings per year.

**Quorum**

The Faculty Education Committee will be quorate with one third of the membership plus one in attendance.

**Reporting Requirements**

The Faculty Education Committee reports to Senate and Faculty Board.

Reports may also be submitted to the Education Committee and on programme validation to AQSC.