

# School Programmes Committee 2020-21

## Terms of Reference

1. To oversee delivery of educational programmes consistent with the University and Faculty Education strategies.
2. To ensure implementation of the University's regulatory and quality assurance frameworks for taught programmes and taught parts of research programmes, to assure the attainment of appropriate academic standards as described in external reference points.
3. To identify areas where action needs to be taken to enhance the student learning experience.
4. To report to Faculty Education Committee and the Faculty Graduate School Committee on issues related to the student experience.
5. To report to the University's Academic Quality and Standards Committee on quality monitoring and regulatory matters for taught and taught parts of research programmes according to that committee's specified reporting schedule.
6. To receive and consider the reports from external review and/or accreditation of taught and taught parts of research programmes by Professional, Statutory and Regulatory Bodies.
7. To appoint examiners for taught programmes and taught parts of research programmes, on behalf of Senate.
8. To receive and consider the reports from, and approve responses to, external examiners for taught programmes.
9. To receive and consider any feedback from the External Examiners Scrutiny Group.
10. To oversee the annual and periodic monitoring processes of taught programmes and taught parts of research programmes.
11. To receive and consider any feedback from the Annual Monitoring Scrutiny Group.
12. To ensure compliance with the requirements of regulatory bodies (eg Office for Students, Competitions and Markets Authority) when making authorised changes to existing modules and programmes, and when proposing new or when scrutinising and/or proposing the withdrawal of taught or taught parts of research programmes to the Faculty and AQSC.
13. To receive reports from Staff Student Liaison Committees.

## Frequency and Timing

At least three meetings per year.

## Quorum

The School Programmes Committee will be quorate with one third of membership plus one in attendance.

## Reporting Requirements

The School Programmes Committee reports to the Academic Quality and Standards Committee (AQSC).

It also reports to the Faculty Education Committee and Faculty Graduate School Committee on issues related to the student experience.

The committee may set up and disband from time to time such working groups and subcommittees as it decides are required to execute its business.

**Membership**

Chair: Deputy Head of School (Education)	
Head of School	
Associate Dean (Education)	
Doctoral Programme Directors (programmes with taught part(s))	
Students' Union: School (and, where applicable, Departmental) Presidents	
Faculty Academic Registrar	
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.