

## **Education Committee**

*(a standing committee of the Senate)*

### Terms of reference

- (i) To develop and recommend to Senate as appropriate the University's Education Strategy in accordance with the University's Strategic Plan and provide advice to the Senate and Council on all aspects of education, teaching and learning activities.
- (ii) To identify and promote strategic initiatives in relation to:
  - implementation of key elements of the Education Strategy;
  - high-level themes of issues arising from quality assurance and enhancement mechanisms;
  - relevant sector developments in learning, teaching and assessment.
- (iii) In accordance with delegated authority and aligned with the priorities of the Education Strategy, approve on behalf of Senate:
  - policies relating to learning, teaching and assessment concerning all taught and postgraduate research programmes leading to Lancaster University awards and their constituent components; the development and introduction of new programmes, the modification of existing programmes, and the termination of programmes, in consultation with the Collaborative Provision Oversight Committee, International Committee, Academic Standards and Quality Committee, Faculty Teaching Committees and other committees as appropriate;
  - codes of practice and procedures relating to students and their studies (including teaching, learning and assessment; postgraduate research training and development; recruitment; admissions; the student academic experience), with regard to the University's commitment to equality and diversity, in consultation with the Colleges and Student Experience Committee as appropriate.
- (iv) To monitor relevant internal and external developments to inform future education strategy and policies, making recommendations as appropriate to Senate.
- (v) To advise the Senate on the scope of the University's portfolio of taught and postgraduate research programmes, including across modes of teaching and across subject areas, and to recommend areas for development as appropriate.
- (vi) Draw to the attention of the relevant resourcing bodies issues re: the provision and use of learning and student support resources (including library, IT, student advisory services, space/estates), and to make any necessary recommendations to Senate or other appropriate Committee.
- (vii) To prepare responses on behalf of the University to relevant consultation proposals relating to education, teaching and learning from external bodies, in consultation with the Vice-Chancellor.

- (viii) To advise the Pro-Vice-Chancellor (Education) on expenditure of the institutional allocation for the promotion of activities in relation to teaching and learning, in line with priorities set annually.
- (ix) To advise the Senate, or other bodies on behalf of the Senate, on matters referred to the Committee by or on behalf of the Senate.
- (x) To create sub-committees and/or initiate working groups as required; to receive and consider reports and proposals from these; and to delegate to these aspects of the above in line with agreed delegated authority.
- (xi) To monitor and report on progress with implementation of agreed policies, the Education Strategy and the Institute for Curriculum Enhancement to Senate.

#### Committee Composition

##### *(ex officio)*

Vice-Chancellor

Pro-Vice-Chancellor (Education) (in the Chair)

Associate Dean for Teaching (Postgraduate), Faculty of Arts and Social Sciences

Associate Dean for Teaching (Undergraduate), Faculty of Arts and Social Sciences

Associate Dean (Education) (Postgraduate), Faculty of Health and Medicine

Associate Dean (Education) (Undergraduate), Faculty of Health and Medicine

Associate Dean (Postgraduate Studies), Management School

Associate Dean (Undergraduate Education), Management School

Associate Dean for Teaching (Postgraduate), Faculty of Science and Technology

Associate Dean for Teaching (Undergraduate), Faculty of Science and Technology

Director of Students, Education and Academic Services

University Dean for Academic Quality

Head of Academic Standards and Quality

Vice-President Education, Students' Union

##### *(appointed)*

4 Faculty representatives (one from each Faculty), nominated by the relevant Faculty Dean

1 representative from Organisation and Educational Development, nominated by the Chief Administrative Officer and Secretary

1 representative from Information Systems Services, nominated by the Chief Administrative Officer and Secretary

1 representative from the Library, nominated by the Provost for Student Experience, Colleges and the Library

1 postgraduate research student, appointed by the Students' Union (except when the Vice-President Education is a PGR student where the Students' Union may nominate an undergraduate student)

## Procedure

The Committee will normally meet three times a year.

The quoracy for this Committee is half the number of members plus one.

The term of office of the appointed members is for a maximum of three years. Terms may be renewable once for a maximum of a further three years. The postgraduate research student term will be for three years or less, if they cease to be students of the University. If a person ceases to be eligible to the category by which they were appointed, their membership would cease at that point.

Written reports of meetings will go to Senate.

The Secretary of the Committee will be a member of staff from Governance Services.