

**SWANSEA UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE**

1. Reporting

The University Education Committee reports to the Senate.

2. Occurrence

The Committee shall meet at least once each month. Special meetings may be called by the Chair of the Committee. The Committee will ordinarily meet in person. The Committee shall use email circulation or telephone/video conferencing as appropriate to progress its business effectively.

Meeting dates for academic session 2022-23:

3. Composition

The core Committee membership consists of:

Chair - Pro-Vice-Chancellor: Education
Deputy Pro-Vice-Chancellor: Academies
Faculty Associate Deans Education (3)
Director of Academic Services (or nominee)
Chief Digital Officer (or nominee)
Principle/Director of The College (or nominee)
Head of Academi Hywel Teifi
Students' Union President
Students' Union Education Officer
Students' Union Student Voice Co-ordinator

Secretary: a member of Academic Quality Services

Additional members may be called to report to the Committee as required but will not normally be required to attend meetings:

Chair of the Programme Management Board
Chair of the Programme Approval Committee
Chair of the Regulations, Quality and Standards Committee
Chair of the Student Cases Board
Chair of the Collaborative Partnership Board
Chair of the Progression and Award Board
Chair of the Postgraduate Research Committee
Chair of the Academic Advisory Committee
Head of Academic Quality Services
Associate Director of Academic Services (or nominee)
Students' Union Welsh Affairs Officer
Students' Union Welfare Officer
Students' Union Sports Officer
Students' Union Societies and Services Officer

There should be 'due regard' to the provisions of the Equality Act 2010.

5. Attendance

At the discretion of the Chair other University and Students' Union officers, as may be appropriate, shall be invited to attend meetings.

6. Quorum

The Committee will be deemed quorate with the following members in attendance:

Chair or nominated Deputy Chair
At least two Associate Deans Education
Director of Academic Services or agreed nominee
At least one Students' Union Representative.

Decisions may be deferred if key members of the Committee are not present.

7. Purpose

- To develop, deliver and oversee the University's Learning and Teaching and Student Experience Strategies.
- To oversee and strategically direct the management, development and ongoing enhancement of learning and teaching and student experience at all levels (Undergraduate, Postgraduate Taught and Postgraduate Research).
- To oversee the implementation and monitoring of University regulations, processes and policies for learning, teaching and assessment.
- To facilitate communication and partnership working across the University, the sharing of good practice and the scoping of new directions in L&T/pedagogy and opportunities for growth.
- To fully embed student partnership into decision making around Learning, teaching, assessment and the student experience.
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- To be accountable for quality assurance and standards on behalf of the University's Senate and Council.

8. Terms of Reference

The duties of the Committee under the authority delegated to it by Senate shall be:

- To develop, own and deliver the University Learning and Teaching and Student Experience Strategies, and to make recommendations to Senate on significant new strategic priorities in relation to learning, teaching and assessment;

- To drive and oversee the continuous enhancement of the student experience and student representation, through effective partnership working and action planning.
- To set standards for and oversee effective, innovative and inclusive learning, teaching and assessment practices and a student experience that is research-led and practice-driven that makes use of technology enhanced learning; and to oversee approaches to supporting the professional development of those involved in learning, teaching and assessment;
- To oversee and assure the standards and quality of the University's awards and coordinate the University's response to external review;
- To oversee the bestowing of all Awards and to ensure that the standards and quality of the awards made are protected and maintained at all times in accordance with Statutes, Ordinances, academic regulations and procedures; and to consider and make recommendations to Senate on the approval of new award nomenclature;
- To oversee and report upon the University's regulatory, quality assurance and learning, teaching and assessment framework for all taught and research programmes, including all forms of collaborative provision in the UK and overseas, and to review the frameworks regularly to take due account of national developments and external reference points, such as the QAA and relevant external agencies, professional and statutory bodies;
- To regulate the development, approval, implementation and monitoring of effective strategies, policies and procedures with regard to learning, teaching and assessment, enhancement of the student experience, external examining and procedures for academic monitoring and review through the use of relevant sub committees and working groups and the new Academics as enabling vehicles;
- To oversee and drive enhancement of the University's academic data landscape through the full range of key performance indicators and reports, and the compliance of Faculties with the requirements of the regulatory and quality assurance frameworks and learning and teaching policies to ensure the standards of awards;
- To have oversight of the introduction, withdrawal and suspension of programmes and amendments to existing programmes;
- To consider and make decisions on matters referred to it by Senate, its subcommittees, reporting committees, working groups and relevant external bodies and to determine a course of action;
- To have oversight of the decisions made by the Committees' sub-committees and advisory boards via their delegated authority and receive minutes and reports;
- To liaise with and refer matters of interest to other Senate Committees;
- To receive, via the Chair, any expression of concern from staff, students, External Examiners or other external bodies relating to the assurance of the quality and standards of the awards made in the name of the University.

8.1 Sub Committees/ Groups and their remit

Sub Committees

- Academic Advisory Committee
- Collaborative Partnership Board
- Faculty Education Committee (3)
- Postgraduate Research Committee
- Programme Management Board
- Programme Approval Committee
- Progression and Awards Board
- Regulations, Quality and Standards Committee

- Student Cases Board

Advisory Groups:

- University Education Forum
- University Student Advisory Forum
- Digital Technology in Education Forum

8.2 Other

To consider any other matters referred to the Committee by Senate.

8.3 Effectiveness Review

- (i) To review annually the effectiveness of the Committee against its terms of reference and propose any recommendations for change to Senate.

8.4 Powers

- (i) To act with authority delegated by Senate;
- (ii) To set up such task and finish groups as are necessary to expedite the Committee's business;

Submitted for approval to Senate : ..October 2022

Approved by Senate:

Next Review Date:October 2023

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