

**Quality and Standards Committee**

**Terms of Reference**

The purpose of the Quality and Standards Committee is to assure the Academic Board that standards of academic delivery meet expectations, to advise on effectiveness and recommend enhancement activity

**1. Remit**

1.1 The remit of the Quality and Standards Committee is to:

- 1.1.1 recommend new awards to the Academic Board
- 1.1.2 review annual reports on validation and review and ensure university processes meet quality requirements in terms of standards, efficiency and consistency
- 1.1.3 review academic partnerships, and ensure processes for approval and support meet mission, quality and economic requirements
- 1.1.4 approve collaborative arrangements
- 1.1.5 review external examiners' reports identifying any areas of concern, at course level or in terms of university processes, and make recommendations for risk management and enhancement accordingly
- 1.1.6 review annual reports on appeals against exam board decisions
- 1.1.7 review annual reports on academic misconduct
- 1.1.8 review academic audit reports, evaluate the robustness of responses and action plans, and monitor evidence of implementation of the action plans
- 1.1.9 oversee annual portfolio review
- 1.1.10 oversee quality assurance process for research awards

## **2. Membership**

2.1 Membership consists of the following:

- PVC Students and Education (chair)
- School Directors of Education and Student Experience (or alternate) (x7, 1 per school)
- Vice President, Education, Students' Union (or alternate)
- Director, Teaching Quality and Enhancement (or alternate)
- Deputy Director of Academic Quality and Enhancement (added Nov 2016)
- Deputy Director of Academic Quality and Enhancement, Technical (added Jan 2018)
- Academic Director for Collaborative Partnerships
- Director of International (or alternate) (added Aug 2018)
- Associate Director of Research and Head of The London Doctoral Academy (or alternate) (added Jun 2017)

2.2 A quorum consists of 5.

2.3 The committee meets four times per year.

## **3. Reporting Procedures**

3.1 The minutes (or a report) of meetings of the Committee will be circulated to the Academic Board.

*Approved by the Academic Board on 8 July 2015*

*Updates approved by Academic Board, 2 November 2016*