

# FACULTY AND SCHOOL LEARNING AND TEACHING COMMITTEES

## TERMS OF REFERENCE AND MEMBERSHIP

### Purpose

The Faculty and School Learning and Teaching Committees are accountable to the Faculty Boards of Study and the University Learning and Teaching Committee for recommendations on the management and delivery of learning and teaching across all taught provision.

### Terms of Reference

#### *Potential Advisory Responsibilities*

1. Advise the University Learning and Teaching Committee on the approval, monitoring, review, and discontinuation of all taught programmes.
2. Advise the Senate on making Ordinances and Regulations for matters relating to academic governance pursuant to the remit of the Faculty and School Learning and Teaching Committees.
3. Recommend to the Senate the terms of reference for the Faculty and School Learning and Teaching Committees.
4. Advise the Senate on the implementation of its responsibilities pursuant to the remit of the Faculty and School Learning and Teaching Committees.
5. Advise the University Learning and Teaching Committee on regulating and controlling all teaching, courses of study and the conditions qualifying for admission to the various titles, Degrees and other distinctions offered and/or validated by the University (taught provision).
6. Produce records and reports of proceedings for receipt by the Faculty Boards of Study and University Learning and Teaching Committee.

### Membership

**Members** Chair (Dean's / Associate Dean's nominee)

Programme Directors

Academic staff representatives

Student representatives

**In attendance:** Faculty Quality Manager (Servicing Officer)

### Quoracy

Not less than one-third of the voting members, including the Chair, with a minimum of two voting members to be present.

## **Frequency of Meetings**

These committees shall meet four times per year.