

NAME OF COMMITTEE:

- Higher Education Academic Panel
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Frequency of Meetings:	Three times per year, and as required
Chair:	Higher Education Operations Lead
Vice Chair:	Higher Education Quality Manager
Administrator:	Higher Education Operations Lead
Minute Taker:	Rotation between members
Quorum:	4
Reports to:	HE Board

Membership – all non-elected (or their representative)

- Higher Education Operations Lead
 - Curriculum Manager (Animal, Equine Management and Veterinary Nursing)
 - Curriculum Manager (Higher Education: Sport, Health and Education)
 - Higher Education Quality Manager
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Remit and Purpose

The primary remit of the Higher Education Academic Panel is to:

- Provide expert guidance and oversight in key academic areas, ensuring academic rigor and high standards across EPNE.
- Review and assess applications for Accreditation of Prior Learning.
 - Ensure that applications meet EPNE, partner university and regulatory standards.
 - Approve applications or provide guidance around further action to be taken.

- Oversee the design and development of new and existing academic programmes.
 - Review and approve modifications to existing programmes.
 - Ensure that programmes align with EPNE Strategic goals, standards and quality, and are written according to partner university regulations.
- Evaluate the adequacy and relevance of library resources to support academic programmes.
 - Review reading lists to ensure that they meet internal and external academic and pedagogical standards.
 - Recommend enhancements to Future Ready Hub collections and resources.
- Promote and support scholarship and research across EPNE.
 - Review and recommend Codes and initiatives to enhance academic research and scholarship.
 - Facilitate collaboration and dissemination of scholarly work.
- Identify and promote themes for academic enhancement and innovation.
 - Oversee the implementation of enhancement themes.
 - Monitor and evaluate the impact of enhancement activities on academic quality.
- Review and pre-approve nominations for external examiners.
 - Ensure that nominees meet the required qualifications and experience.
 - Provide recommendations for final approval by partner universities.
- Meet three times in an academic year, with additional meetings scheduled as needed.
 - Agendas and relevant documents will be circulated at least one week in advance.
 - Minutes of each meeting will be recorded and distributed to all members.
- Report to the HE Board after each meeting to update on key academic areas, and as required.
 - Regular updates and reports will be provided on the panel's activities and decisions.
- Comply with relevant Awarding Body procedures.
- Provide feedback on the College's shadow regulatory framework.
- Maintain all records relevant to administering the Academic Panel.
- The terms of reference will be reviewed annually to ensure they remain relevant and effective.