

NAME OF COMMITTEE:

- HE Board of Studies

Frequency of Meetings:	Termly
Chair:	Associate Principals
Vice Chair:	Associate Principals/Faculty Directors
Administrator:	HE Quality Manager
Minute Taker:	QTLA Administrator
Quorum:	Half of all members
Reports to:	Higher Education Board

Membership – all non-elected (or their representative)

- Chair(s) - Associate Principals (co-opted member of the Higher Education Board to serve as Chair for a four-year term)
 - Programme Leaders for HE provision
 - Representatives of the Curriculum Managers/Heads
 - Representatives of the Faculty Directors/Associate Principals
 - Operations Lead: Higher Education
 - Faculty Director (Education and Professional Practice)
 - HE Quality Manager
 - Student representatives
 - Co-opted members from professional services
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Remit and Purpose

The primary remit of the HE Board of Studies is:

- To assure and enhance the quality of the student learning experience and to maintain standard of the awards for which it is responsible.

- To provide a forum for sharing and promoting effective practice around learning, teaching and assessment and the wider student experience.
- To monitor and progress faculty level higher education growth.
- Creation and review of FE to HE progression ladders.
- To consider and agree responses and actions to External Examiner reports.
- To consider and agree actions relating to student voice activity including, but not limited to:
 - QDP internal surveys
 - MEQ results
 - National Student Survey
 - Graduate Outcomes
 - Feedback from programme Student-Staff Liaison Group
- To consider and agree Annual Monitoring and Review reports for all programmes.
- To consider and monitor data relating to programmes including, recruitment, student achievement, continuation, and destination rates.
- To consider the implementation of the operation of awarding bodies and EPNE policies and procedures relating to higher education.
- To report to the HE Board on all matters relating to the quality and standards of the programmes and the student learning experience.