

Terms of Reference of the Curriculum and Quality Committee

Constitution and Membership

The Committee and its Chairman will be appointed by the Governing Body.

There shall be at least 5 members and not more than 9. A quorum shall be 40% of the membership.

The Committee may, with the approval of the Governing Body, co-opt members from outside the Governing Body who have particular expertise.

Senior Management Team members and other staff members may attend as required by the Committee.

Authority

The Committee is authorised by the Governing Body to examine all aspects of the College's curriculum provision, including quality evaluation and to report to the full Governing Body.

Proceedings

The Committee should normally meet three times per year and report to the Governing Body at the next convenient meeting of the Governing Body after a committee meeting.

Duties

The duties of the Committee will include:

- (i) receiving reports on and advising on curriculum provision and planning;
- (ii) receiving reports on enrolments, retention, progression, attainment and successful completion;
- (iii) reporting on liaison with other educational bodies;
- (iv) receiving reports on external and internal quality assessment regarding the curriculum;
- (v) reporting on all the above with views and progress proposals to the Governing Body;
- (vi) receiving reports on staff and student feedback both internal and external to the College.

Reporting Procedures

The Committee via the Clerk to the Corporation will circulate minutes of its meetings to the Governing Body.

REVISED APRIL 2017

DATE OF NEXT REVIEW: OCTOBER 2018