

ACADEMIC STRATEGY, PLANNING AND PARTNERSHIPS COMMITTEE

Serviced by: *Quality and Academic Standards Unit*

Reports to: *Senate*

1. Terms of Reference

- 1.1 To be responsible for the academic planning, maintenance, development, monitoring, and review of the University's portfolio, in the context of the University's Strategic Framework and related Strategies, School business plans, recruitment trends, student demand, and developments in HE.
- 1.2 To be responsible for the strategic direction of the University's collaborative partnerships and provision, recommending the approval of new partners, the extension and/or expansion of existing arrangements and the establishment of articulation arrangements.
- 1.3 To approve on behalf of Senate, proposals for new or the withdrawal of existing undergraduate and taught postgraduate programmes ensuring that resourcing, implementation, and impact on students have been fully considered and addressed.
- 1.4 To approve proposals and validation of short courses and non-credit bearing CPD provision on behalf of Senate ensuring that resourcing, implementation, and impact on students have been fully considered and addressed.
- 1.5 To receive regular overview reports including confirmation of new programmes in line with the curriculum development plan, recruitment to new programmes approved at the 12-month and 24-month after an initial intake.

- 1.6 To report annually to Senate on the development of the University's academic portfolio.
- 1.7 To oversee the development and monitoring of the University risk register for both home and collaborative partnership activity.
- 1.8 To oversee the development and use, and monitor the effectiveness of, formal legal agreements with collaborative partner institutions, to ensure they provide appropriate safeguards for the University and its students to include the maintenance of the collaborative partnership registers and the annual review of the Annual Operational Agreement.
- 1.9 To oversee the process by which collaborative partnership Student Fees and Student Registration Fees are reapproved to ensure consistency and enable budgetary forecasting.
- 1.10 To consider the minutes and actions arising from Strategic Partnership Boards.
- 1.11 To oversee initial, and annual Due Diligence and Risk Assessment processes to ensure these remain effective noting and approving action plans to mitigate risk.
- 1.12 To oversee the effectiveness of the University's Academic Liaison Tutor system, developing an appropriate role descriptor and monitoring activity.
- 1.13 To monitor the effectiveness of standard University procedures e.g. admissions, induction, module evaluation, programme committees, annual monitoring, as they are implemented with collaborative partner institutions through annual monitoring and periodic review.
- 1.14 To receive overview reports on amendments to existing programmes and modules approved through the programme /module modification process and to consider overarching issues arising.

2. Membership

2.1 The membership of the Academic Strategy, Planning and Partnerships Committee shall be as follows:

- Deputy Vice-Chancellor and Provost (Chair)
- Pro Vice Chancellor Student Success (Deputy Chair)
- University Secretary and Registrar
- Deans of School
- Dean of Place and Social Purpose
- Associate Dean (Partnerships) per Academic School
- Two Academic Liaison Tutors
- The Head of Quality and Standards
- The Head of Student Recruitment
- The Head of Marketing
- Interim Director of Finance (or nominee)
- The Head of Library
- Student Union President or Deputy President
- A member of the Quality and Academic Standards Unit (Secretary) (in attendance)

2.2 Members shall normally serve for three years. A Student Union Sabbatical Officer will normally serve for the duration of their appointment.

2.3 The Vice-Chancellor receives the papers for information and, where applicable, comment.

2.4 The Pro Vice Chancellor Student Success may chair the meeting in the absence of the Deputy Vice-Chancellor and Provost.

3. Frequency of Meetings and Conduct of Business

- 3.1 The Academic Strategy, Planning and Partnerships Committee will normally meet six times during the Academic Year.
- 3.2 Meetings will be sequenced to provide consistency with the outputs of the Quality Cycle.
- 3.3 Meetings will be quorate when at least 50% of the Committee, including the Chair or Deputy Chair, are in attendance.

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