

Board Regulation 1.1

Academic Governance Committee

TERMS OF REFERENCE

Purpose

On behalf of, and reporting to the Board, the AGC:

- Oversees and monitors the effectiveness of the University's approach to academic governance and the management of academic risk, within the overall framework of governance for Kingston University, as set out in the instruments and Articles of Governance, and with reference to external requirements and expectations, including the Committee of University Chairs (CUC) Higher Education Code of Governance, 2014.
- Provides assurance to the Board that academic governance as exercised by Academic Council and its sub-committees is working effectively to safeguard academic standards for education and research and the quality of students' educational experience at Kingston University.
- Receives assurance in regard to the University's compliance with the student protection plan and access and participation plan.
- Has oversight of the strategic risks assigned to the Committee

1.0 Membership

The Academic Governance Committee (AGC) and its Chair shall be appointed by the Board of Governors and should consist of at least four members with no executive responsibility for the academic management of the institution in addition to the Provost and staff and student governors as appropriate.

Hence the membership will consist of:

- At least four independent governors of the Board including at least one with recent relevant experience in the academic arena, preferably in the HE sector.
- Provost and Deputy Vice-Chancellor
- Student Governor
- At least one Staff Governor

The Board may co-opt as Committee members persons who have particular expertise but are not members of the Board and not persons who are members of firms providing services to the University.

2.0 Quorum

The Committee will be quorate if in attendance there are three members (which may include the Chair of the Committee) at least two of whom are independents.

3.0 Clerk

Clerk to the Board

4.0 Normally in attendance

Executive Director for Students

Minuting Secretary

5.0 By Invitation

Academic Registrar

PVC (Research)

PVC (Education)

PVC (Knowledge Exchange & Innovation)

6.0 Frequency of meetings

Meetings shall normally be held three times each academic year.

7.0 Terms of Reference

The Overall duty of the Committee is to oversee, support and monitor the enhancement of the University's academic endeavours.

This shall be done through monitoring and reporting to the Board on:

- the effectiveness of the processes and procedures to assure compliance with agreed procedures and guidelines including those of external bodies e.g. Professional, Statutory and Regulatory Bodies (PSRBs) and other regulatory bodies as designated by the Secretary of State.
- the effectiveness of the arrangements regarding the management and governance of all matters relating to academic standards, quality assurance and enhancement and academic risk (See Annex 1 for definitions).
- progress in respect of the academic development aspects of the University strategy and performance against the KPIs.

In order to discharge these duties, the Committee shall:

- Receive reports on any existing award/credit bearing partnerships with both home and international organisations including any risks and mitigating actions.
- Receive reports on and assurance regarding any relevant issues or risks relating to the student protection plan and access and participation plan.

- Receive any relevant reports from regulatory bodies and organisations as designated by the Secretary of State including internal or external audit outcomes.
- Prepare an annual report each academic year to include all relevant information and data collected for academic governance purposes and the management of academic risk, so as to provide appropriate assurance to the Board. This opinion should be based on the information presented to the AGC.
- Requests and receives regular effectiveness reviews of academic governance (nominally every four years as proposed in the CUC HE Code of Governance 2014).
- Receive updates from Academic Council, provided by Provost. Independent members should also each attend one meeting of Academic Council a year to assure (themselves) of effective oversight.

Reviewed January 2024

Academic standards (for education) are defined as the level of achievement a student has to reach in order to be eligible for a Kingston University award. The University is responsible for ensuring that UK academic standards are met in its qualifications by aligning programme learning outcomes with the relevant qualification descriptor as set out in the Framework for Higher Education Qualifications (FHEQ). Academic standards are concerned with the appropriateness of learning outcomes (aims, content and level) and curriculum, and the effectiveness of assessment (in relation to attainment of learning outcomes). We are also responsible for defining our own academic standards by setting the pass marks and determining the grading/marking schemes and any criteria for classification of qualifications that differentiate between levels of student achievement.

Academic quality refers to the ways in which we provide students with the best possible opportunity to meet the stated learning outcomes of their course and the academic standards of their intended award, through engaging in the activities provided. The types of activities which are likely to contribute to the student experience include: learning, teaching, assessment and academic guidance practices; deployment of learning resources, recruitment and admissions; careers advice and guidance; pastoral support; provision of information and academic appeals, complaint and grievance procedures.

Quality Enhancement is the process by which the University systematically improves the quality of provision and the ways in which students' learning is supported.

Academic Risk refers to both the reputational and financial risks which need proactive management and mitigation. Examples of areas to which these could relate are:

- New developments in teaching and learning,
- Diversification of education and research services,
- Increased national and international competition for students, talented staff and research funds,
- New public-private partnerships and collaborations
- Compliance with the regulatory internal and external requirements.