Chapter 2

University Committee Structure

2.   UNIVERSITY COMMITTEE STRUCTURE

This chapter provides details of the membership and terms of reference of Senate, the University's senior academic committee, and its Standing Committees.   For ease of reference, details of the University's key management committees are also provided.

Senate and each of its Standing Committees may co-opt additional members as and when necessary. Unless otherwise stated, committees are quorate when at least one third, or the nearest higher whole number, of the total actual membership is present. The period of office for elected staff representatives is normally three years.

Senate normally meets five times each academic session and its Standing Committees will normally each meet four or five times each academic session. Where necessary, Standing Committees may establish their own sub-committees or working groups to deal with operational issues that require action on a more frequent basis. A chart of key committees and their sub-committees can be found on the final page of this chapter.

2.1   Senior Directorate

The Senior Directorate is responsible for supporting the Vice-Chancellor in the effective strategic management of the University.

Terms of Reference

(1)   To devise and monitor strategies, policies and plans which will secure the University's defined objectives;

(2)   To direct the leadership of the University, its services and resources effectively and efficiently in accordance with policies determined by Council;

(3)   To provide strategic advice to the Vice-Chancellor with regard to academic planning and related activities;

(4)   To provide effective strategic direction with regard to risk management;

(5)   To identify and direct issues to the relevant committees;

(6)   To develop, evaluate and maintain a corporate approach to the management and execution of the University's affairs.

Membership

Vice-Chancellor or nominee (Chair)
Pro Vice-Chancellors
FE Provosts

2.2   Senior Management Team

The Senior Management Team is responsible for supporting the Senior Directorate in the effective strategic management of the University.

Terms of Reference

(1)   To advise the Senior Directorate on issues that require an executive decision;

(2)   To monitor various activities which require frequent and regular consideration, including student applications and recruitment and the budget process;

(3)   When appropriate, to undertake preliminary drafting of policies and strategies for consideration by the appropriate University committee;

(4) To consider the approval of proposals for the development of new Collaborative Partnerships to proceed to due diligence;

(5) To approve for progressing to validation Faculty proposals for new programmes of study and major modifications to existing programmes of study;

(6) To consider programmes, or elements of programmes, which should be considered for closure;

(7) To act as a forum for senior managers to discuss issues which primarily have a pan-University impact;

(8) To act as a key information source for senior managers and as a channel whereby staff can be kept up-to-date on appropriate issues on a regular basis.

Membership

Vice-Chancellor or nominee (Chair)
Pro Vice-Chancellors
Associate Pro Vice-Chancellors
Deans of Faculty
Dean of Quality and Standards
Director of European Funding and Projects
Director of Human Resources
Director of INSPIRE

Membership will be extended to include other line managers of the professional services as and when required.

2.3   Senate

Senate is responsible for advising the Vice-Chancellor on all academic matters pertaining to the work and mission of the University.

Terms of Reference

(1) To advise the Vice-Chancellor on all issues relating to the strategic development of the University, including recommending for final approval by the University Council the draft strategic plan and receiving and approving related strategies;

(2) To ensure that appropriate academic standards are maintained and to enhance the quality of the student experience for taught and research activities and provision in the University's own name or in partnership with validating and accrediting bodies;

(3) To be responsible for ensuring that the University has and implements appropriate regulations, policies and procedures relating to taught and research provision for:
   - the admission of students;
   - the appointment and removal of internal and external examiners;
   - the assessment and examination of academic performance;
   - developing, monitoring and reviewing the academic curriculum;
   - assuring academic standards;
   - the award of academic qualifications and honorary titles;
   - the suspension or expulsion of students for academic reasons.

(4) To consider and approve the University's academic portfolio and the resources needed to support its delivery;

(5) To advise on all such other matters as the Council or the Vice-Chancellor may refer to Senate.

Membership

Vice Chancellor or nominee (Chair)
Pro Vice-Chancellors
Associate Pro Vice-Chancellor
Deans of Faculty
Dean of Quality and Standards
Dean of Learning, Teaching and Enhancement
Director of INSPIRE
Executive Head of Corporate Services
One representative from each Faculty
Three Students' Union Representatives, each from different campus locations
FE Provosts
Two Support Unit representatives
Observer: representative of the Council

2.4 Senate Standing Committees

Senate's standing committees are as follows:

- Academic Policy Committee
- Academic Quality and Standards Committee
- Central Resources Committee
- Learning, Teaching and Enhancement Committee
- Research Committee
- Faculty Boards
- Collaborative Partnership Committee
- International Committee
- Marketing Committee

2.4.1 Academic Policy Committee

The Academic Policy Committee (APC) is responsible for driving the development of the University's academic portfolio and associated academic policies for all modes and locations of study.

Terms of Reference

(1) To lead the strategic development of the University's academic portfolio and associated academic policies, including policies for student admissions, assessment and retention, and to ensure that such policies are implemented consistently and effectively;

(2) To explore opportunities and initiate the development of academic provision in new areas, and to oversee on behalf of Senate the implementation of proposals for the withdrawal of existing academic provision;

(3) To oversee the development of the University's Welsh-medium and Bilingual Education Strategy for approval by Senate and to oversee its implementation;

(4) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of academic policy.

Membership

Pro Vice-Chancellor (Academic) or nominee (Chair)
Pro Vice-Chancellor (Student Experience)
Chair of the Welsh Affairs Committee
Dean of Quality and Standards

Dean of Learning, Teaching and Enhancement
Dean of International Education
Executive Head of Technology Enhanced Learning
Deans of Faculty or their nominees
Executive Head of Registry
One representative from each FE structural partner
At least one and no more than three Students' Union Representatives, each from different campus locations

2.4.2 Academic Quality and Standards Committee

The Academic Quality and Standards Committee (AQSC) is responsible for assuring the academic standards and quality of all of the University academic provision and awards, wherever delivered.

Terms of Reference

(1) To oversee the development, implementation and review of the University's quality assurance procedures and regulatory framework for all taught provision;

(2) To appoint External Examiners and other external academic representatives and to ensure appropriate action in response to their feedback;

(3) To consider the approval of new programmes based on the recommendations of the Validation Sub-Committee;

(4) To oversee implementation of the University's policies and procedures relating to Special Cases, Extenuating Circumstances, Complaints, Appeals and Unfair Practice;

(5) To oversee the approval, monitoring and periodic review of all taught provision;

(6) To oversee the approval, monitoring and periodic review of collaborative programmes;

(7) To consider reports from the Research Degrees Committee in respect of the quality and standards of research degrees provision;

(8) To evaluate institutional performance against internal and external criteria including by consideration of appropriate academic periodic and summative reports and recommending actions in response to the issues raised;

(9) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of quality and academic standards.

Membership

Dean of Quality and Standards or nominee (Chair)
Chair of the Validation Sub-Committee
Chair of the External Examiner Nominations Panel
One representative from each Faculty
Dean of Learning, Teaching and Enhancement
Head of Regulations and Compliance
One representative from each FE structural partner
Head of Library and Learning Resources or nominee
Two Support Unit representatives
At least one and no more than three Students' Union Representatives, each from different campus locations

2.4.3 Central Resources Committee

The Central Resources Committee (CRC) is charged with securing high quality information services and resources throughout the institution.

Terms of Reference

(1) To have overall responsibility for overseeing the effective development and delivery of information services and resources on behalf of the Senate;

(2) To oversee the University's sustainability development strategies and their implementation;

(3) To oversee the provision of high quality support services for students across the University;

(4) To lead the strategic development of the Information Strategy for approval by Senate and monitor its implementation;

(5) To develop policies and procedures in relation to information services and resources;

(6) To monitor, evaluate and review the performance of the delivery of information services and resources within the institution;

(7) To have overall responsibility for operational oversight of Risk and Risk Management throughout the University;

(8) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of information services and resources.

Membership

Pro Vice-Chancellor (Finance and Planning) or nominee (Chair)
Campus Provosts
Director of INSPIRE
Director of Student Services
Dean of International Education
Director of Human Resources
Head of Information Services
Director of Operations and Planning
Executive Head of Registry
Executive Head of Finance
Head of the Library and Learning Resources
Director of Commercial Services
Head of Technical & Property Services
Head of Facilities
One representative from Marketing and Communications Units
At least one and no more than three Students' Union Representatives, each from different campus locations

Membership will be extended to include other line managers as and when required.

2.4.4 Learning, Teaching and Enhancement Committee

The Learning, Teaching and Enhancement Committee (LTEC) is responsible for guiding on learning and teaching issues, and for developing systematic mechanisms for enhancing the quality of provision for all students.

Terms of Reference

(1) To lead the strategic development of the Learning, Teaching and Enhancement Strategy for approval by Senate and to drive and monitor its implementation;

(2) To oversee the establishment of appropriate staff development to support the Learning, Teaching and Enhancement Strategy;

(3) To develop appropriate mechanisms for staff to maximise the opportunities for innovative approaches to learning, teaching and assessment;

(4) To develop systematic mechanisms for enhancing the quality of the student's learning experience;

(5) To develop, monitor and implement effective mechanisms for gathering, analysing and responding to student feedback;

(6) To encourage and facilitate the dissemination and promotion of best practice and quality enhancement across the University;

(7) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any learning, teaching and enhancement matters.

Membership

Dean of Learning, Teaching and Enhancement or nominee (Chair)
Pro Vice-Chancellor (Student Experience)
Executive Head of Technology Enhanced Learning
One representative from each Faculty
Director of Student Services
One representative from each FE structural partner
Head of Library and Learning Resources or nominee
At least one and no more than three Students' Union Representatives, each from different campus locations

2.4.5 Research Committee

The Research Committee is responsible for providing advice and guidance to Senate on research issues. It is charged with facilitating, encouraging and supporting quality research across the University in all its forms.

Terms of Reference

(1) To lead the strategic development of the Research Strategy for approval by Senate and to drive and monitor its implementation;

(2) To oversee the development, monitoring, reviewing and implementation of the University's academic regulatory framework for research degrees and other research awards;

(3) To encourage, support and monitor research and scholarly activity that makes a significant contribution to the University's academic and financial standing;

(4) To support the development of applications for external funding for appropriate research projects, to oversee all such projects and monitor the associated external funding;

(5) To develop and oversee implementation of mechanisms for ensuring that the University's research and scholarship appropriately underpins and informs learning and teaching;

(6) To oversee all work relating to the Research Excellence Framework;

(7) To support the development of interdisciplinary research and projects;

(8) To oversee training related to research and to advise staff in relation to issues concerning research integrity;

(9) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of research and scholarly activity.

Membership

Pro Vice-Chancellor (Research, Innovation, Enterprise & Commercialisation) or nominee
        (Chair)
Chair of the Research Degrees Committee
Maximum of one representative from each Faculty

Research Officer
Director of the Centre of Advanced Welsh and Celtic Studies (CAWCS)
Director of European Funding and Projects
One representative from each FE structural partner
External Representative

2.4.6 Faculty Board

Faculty Boards are responsible for developing and implementing the Faculty's strategic direction and for ensuring that the Faculty engages appropriately with the University's regulatory and quality assurance framework.

Terms of Reference

(1) To lead the strategic development of the Faculty's Strategic Plan for approval by Senate and monitor its implementation;

(2) To agree and recommend proposals for new and modified programmes for approval by the Senior Management Team;

(3) To oversee the first stage of the validation process for new programmes of study in accordance with the process and schedules approved by the Academic Quality and Standards Committee and the requirements in Chapter 4 of this document;

(4) To approve proposals for changes to existing programmes within the limitations of its remit in accordance with the requirements in Chapter 4 of this document;

(5) To establish appropriate sub-committees to develop and monitor the effective implementation of Faculty policies and procedures in order to:
  − manage student recruitment and admission,
  − ensure appropriate assessment, support and pastoral care of students,
  − maintain quality and standards,
  − promote the enhancement of learning and teaching,
  − oversee research activities,
  − direct staff development,
  in accordance with the policies, procedures and regulations set out in other chapters of this document and elsewhere;

(6) To consider and make recommendations regarding proposals for new or amended collaborative partnerships to the appropriate committee (see Chapter 9, Procedural Framework for Collaborative Provision) and to monitor the operation of all partnerships that fall within the scope of the Faculty's responsibilities;

(7) To oversee the annual programme review process within the Faculty and to approve an annual report on the operation of the Faculty and the Programmes of Study for which it is responsible;

(8) To consider and oversee risk management in the delivery and implementation of the Faculty Strategic Plan, and to advise and report on any risk it considers may have a significant impact on Faculty objectives to Senate and/or the Senior Management Team;

(9) To advise and report to the Senate and its standing committees on any matters it considers relevant to the operation of the Faculty and to respond to their requests;

(10) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to the operation of the Faculty.

Membership

Dean of Faculty or nominee (Chair)
Assistant Deans of Faculty

Faculty representatives (maximum of eight)
One Students' Union Representative
One Student Representative
Library Representative
Student Services representative

2.4.7 Collaborative Partnership Committee

The Collaborative Partnership Committee (CPC) is responsible for overseeing the arrangements relating to initiation, development, monitoring and review of the University's collaborative provision, and for advising the Senate on matters relating to the academic quality and standards of that provision.

Terms of Reference

(1) To ensure the continuing development and implementation of the University's policies and procedures for managing collaborative partnerships as defined in its Procedural Framework for Collaborative Provision, and in accordance with the Strategic Plan and the expectations of external bodies;

(2) To establish, maintain and monitor the University's Register of Collaborative Provision in order to ensure:
- that current, signed Memoranda of Agreement are in place for all of the University's collaborative partnerships;
- that current, signed Articulation Agreements are in place for all partnerships within which students have direct entry with advanced standing into specified programmes of the University;
- that complete and accurate public information is available in relation to the number and nature of University's collaborative partnerships;

(3) To ensure that the University's academic policies, quality assurance frameworks and other relevant procedures are applied as appropriate to its collaborative provision, and to report as necessary to the Academic Quality and Standards Committee and, in respect of postgraduate research degrees, to the Research Degrees Committee;

(4) To monitor the academic quality and standards of the University's collaborative provision, and the application of the University's Procedural Framework for Collaborative Provision through consideration of reports from external examiners, Partnership Co-ordinators and other relevant staff, and to advise Senate and its standing committees on any actions necessary;

(5) To make recommendations on the continuation or termination of partnerships and to establish and monitor the exit process for partnerships that are being terminated;

(6) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of Collaborative Partnership provision.

Membership

Pro Vice-Chancellor (Academic) or nominee (Chair)
Pro Vice-Chancellor (Finance and Planning)
Head of Collaborative Partnerships
Dean of Quality and Standards
Dean of International Education

Membership will be extended to include other line managers and Faculty representatives as and when required.

2.4.8 International Committee

The International Committee is responsible for providing advice and guidance to Senate on international issues. It is charged with facilitating, encouraging and supporting international activities across the University in all its forms.

Terms of Reference

(1) To lead the strategic development of the International Strategy for approval by Senate and to drive and monitor its implementation;

(2) To explore opportunities for international activity;

(3) To prioritise and direct the use of resources in developing international education;

(4) To identify the support infrastructure required to support each area of international activity;

(5) To ensure compliance with the requirements of regulatory bodies such as the UKVI;

(6) To manage the risks associated with international education;

(7) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of international activity.

Membership

Pro Vice-Chancellor (Academic) or nominee (Chair)
Pro Vice-Chancellor (Finance and Planning)
Associate Pro Vice-Chancellors with responsibilities relating to international activities
Dean of International Education
Maximum of one representative from each Faculty
Head of Collaborative Partnerships

Membership will be extended to include other line managers as and when required.

2.4.9 Marketing Committee

Terms of Reference

(1) To lead the strategic development of the Marketing Strategy for approval by Senate and monitor its implementation;

(2) To develop, monitor and review:
- policies and procedures for monitoring enquiries, applications and registrations, including those from outside the UCAS system;

(3) To consider, evaluate and respond to best practice in relation to new technology, for example, in the use of social media;

(4) To monitor progress in relation to meeting recruitment targets and to agree remedial strategies;

(5) To evaluate and review:
- the effectiveness of the University's marketing and recruitment campaigns and activities and develop appropriate KPIs;
- the administration and processing of enquiries from potential students, including for compliance with legislation;
- the University's brand identity and corporate image, and all sub-brands developed therein to ensure a consistent, coherent and appropriate approach;
- the effectiveness, accuracy, consistency and general content of promotional materials including all online and offline media, incorporating those of Collaborative Partnerships;

(6) To report annually to Senate on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to marketing and recruitment.

Membership

Pro Vice-Chancellor (Student Experience) or nominee (Chair)
Associate Pro Vice-Chancellor
Maximum of two representatives from each Faculty (for example, Admissions Tutors or Marketing Officers)
Director of Marketing and Communications
Head of Corporate Communications and Public Relations
Executive Head of Registry
Dean of International Education
One representative from each FE structural partner
At least one and no more than three Students' Union Representatives, each from different campus locations

Membership will be extended to include other line managers as and when required.

2.5   Sub-Committees of Senate's Standing Committees

- Welsh Affairs Committee
- Validation Sub-Committee
- External Examiner Nominations Panel
- Research Degrees Committee
- Ethics Committee
- Faculty Board Sub-Committees
- Staff Development Committee
- Student Affairs Committee
- Sustainability Committee
- Recognition of Prior and Experiential Learning Board
- Special Cases Committee

2.5.1   Welsh Affairs Committee

This committee is responsible for providing leadership on all issues relating to Welsh-medium and bilingual provision and is a sub-committee of the Academic Policy Committee.

Terms of Reference

(1) To develop the University's Welsh-medium and Bilingual Education Strategy for approval by Senate and to monitor its implementation;

(2) To establish effective methods for advertising and marketing the University's Welsh provision;

(3) To consider and respond on behalf of the University to:
- local, regional and national developments in the field of Welsh-medium and bilingual teaching within the higher education sector;
- documents/policies from the Welsh Government or other bodies/agencies involved in Welsh-medium teaching within the higher education sector;

(4) To monitor and review the University's Welsh Language Scheme and prepare the associated Annual Monitoring Report;

(5) To receive regular reports from:
- the Chair and Officer of the Trinity Saint David Branch of Y Coleg Cymraeg Cenedlaethol;
- a representative of Y Coleg Cymraeg Cenedlaethol;

(6) To report annually to the Academic Policy Committee on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of Welsh-medium and Bilingual Education.

Membership

Associate Pro Vice-Chancellor or nominee (Chair)
Maximum of six representatives from the Faculties
Director of Marketing and Communications
Chair of the Trinity Saint David Branch of Y Coleg Cymraeg Cenedlaethol
Officer of the Trinity Saint David Branch of Y Coleg Cymraeg Cenedlaethol
Chair of the University's Welsh Language Scheme's Monitoring Committee
Two Support Unit representatives
Welsh Officer, Students' Union
One representative from each FE structural partner
At least one and no more than three Students' Union Representatives, each from different campus locations
Co-opted: Chief Executive of Y Coleg Cymraeg Cenedlaethol

2.5.2 Validation Sub-Committee

Details of the terms of reference and membership of this committee can be found in Chapter 4 of this handbook.

2.5.3 External Examiner Nominations Panel

Details of the terms of reference and membership of this panel can be found in Chapter 7 of this handbook.

2.5.4 Research Degrees Committee

The Research Degrees Committee is responsible for leading on all issues relating to research degrees provision, including provision offered in collaboration with partner institutions, and is a sub-committee of the Research Committee.

Terms of Reference

(1) To develop, monitor and review the University's academic regulatory framework for research degrees and other research awards;

(2) To ensure the consistent application of the regulatory framework for all the University's research degree provision regardless of the student's location and mode of study;

(3) To scrutinise and make appropriate decisions on all aspects of research postgraduate study, including the appointment of supervisory teams, enhancement of supervision, admission of students, and review and monitoring of student progress;

(4) To develop, monitor and review procedures for collecting, reviewing and responding to feedback concerning postgraduate research programmes;

(5) To make recommendations for the approval of research degree Programmes of Study to the Senior Management Team;

(6) To oversee all examination processes for research degrees and confirm the award of research degrees on behalf of Senate;

(7) To monitor the success of the University's postgraduate research programmes against appropriate internal and external indicators and targets, including for enrolment, progression, withdrawal and completion of candidates;

(8) To provide reports as appropriate to the Academic Quality and Standards Committee on the quality and standards of research degrees provision, and to the Research Committee in relation to research culture and environment and researcher development;

(9) In respect of candidates registered for University of Wales awards, to report annually to the University of Wales' Degrees and Academic Awards Board on:
- any substantive changes to the provision for research degree candidates;
- the performance of candidates in terms of enrolment, progression, withdrawal and completions;
- a synopsis of Examining Board reports for examinations held through the year, and any consideration of the reports by the Research Degrees Committee;

(10) To oversee training related to research degrees, both for staff and research degree students including the student's professional development planning;

(11) To receive reports from the Ethics Committee;

(12) To report annually to the Research Committee on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of research degree provision.

Membership

Dean of the Faculty of Humanities and Performing Arts or nominee (Chair)
Chair of the Research Committee
Maximum of two representatives from each Faculty (the number of representatives should be proportional to the Faculty's research degree activity)
A representative of the Centre of Advanced Welsh and Celtic Studies (CAWCS)
Head of the Postgraduate Research Office
External Representative
Three Research Student Representatives, each from different campus locations

2.5.5 Ethics Committee

The Ethics Committee is responsible for determining the ethical acceptability or otherwise of proposals for University research projects, and projects for research degree programmes or postgraduate taught programmes, and for advising accordingly. It is a sub-committee of the Research Committee.

Terms of Reference

(1) To provide advice and guidance on established and evolving ethical issues and contribute to ethical awareness and training;

(2) To ensure that a Faculty's procedures for dealing with ethical issues raised by staff or student research are appropriate, and to monitor their effective and consistent implementation;

(3) To consult whatever evidence and opinions it considers appropriate to ensure that decisions relating to approval of ethical aspects of research methods are based solely on ethical grounds;

(4) To provide written approval for all relevant University research projects or research degree programme proposals with conditions or requirements where appropriate, or to provide written refusal with justification;

(5) To receive regular reports from Faculties on ethical issues and to make recommendations in relation to ethical issues;

(6) To consider and provide formal responses to cases referred to it in response to requests from Faculties;

(7) To report annually to the Research Committee and Research Degrees Committee on actions taken and decisions made during the preceding year.

Membership

The Chair of the Research Degrees Committee or nominee (Chair)
Maximum of two representatives from each Faculty

2.5.6 Faculty Board Sub-Committees

These will vary according to the Faculty, and details may be obtained from the Faculty Offices.

2.5.7 Student Affairs Committee

The Student Affairs Committee (SAC) is responsible for ensuring the provision of high quality support services for students across the University and is a sub-committee of the Central Resources Committee.

Terms of Reference

(1) To develop policies and procedures for issues relating to student support;

(2) To monitor, evaluate and review the range of student services provided and to initiate action in response to the issues raised;

(3) To encourage professional and employability development planning and recommend appropriate actions in response to the issues raised;

(4) To ensure that all students have access to appropriate support, academic and pastoral;

(5) To monitor the implementation of the University Safeguarding Policy;

(6) To monitor, evaluate, review and oversee implementation of the University's provision, policies and procedures relating to:
 – disabled students, particularly for compliance with legislation;
 – learning support and its application to the widening participation agenda;

(7) To advise and report to the Central Resources Committee on any matter that it considers relevant to student affairs and to respond to its requests.

Membership

Director of Student Services or nominee (Chair)
Pro Vice-Chancellor (Student Experience)
Associate Pro Vice-Chancellor
One representative from each Faculty
Two Student Services representatives
One representative from each FE structural partner
At least one and no more than three Students' Union Representatives, each from different campus locations

2.5.8 Staff Development Committee

This committee is responsible for providing leadership on staff development and is a sub-committee of the Learning, Teaching and Enhancement Committee.

Terms of Reference

(1) To lead the development of the Staff Development Plan for approval by Senate and monitor its implementation;

(2) To ensure that the University's staff development provision is appropriately linked to the Strategic Plan, Learning, Teaching, Enhancement and Research agendas;

(3) To oversee the University's approach to the UK Professional Standards Framework developed by the Higher Education Academy, and to ensure that relevant staff development provision is designed to reflect the dimensions of the Framework.

(4) To identify general staff development requirements and to develop and distribute an appropriate centrally funded staff development programme;

(5) To monitor and evaluate the quality of the staff development provision, the effectiveness of feedback and to facilitate the sharing of good practice;

(6) To advise and report to the Learning, Teaching and Enhancement Committee on any matter that it considers relevant to staff development and to respond to its requests.

Membership

A senior University officer nominated by the Vice-Chancellor or nominee (Chair)
One representative from HR
Staff Development Officer
Dean of Learning, Teaching and Enhancement
Head of Library and Learning Resources or nominee
Maximum of one representative from each Faculty
Two Support Unit representatives (one from each of the two founding institutions)

2.5.9 Sustainability Committee

The Sustainability Committee is responsible for enabling, monitoring and enhancing the University's sustainable development strategies and actions in partnership with the University's Institute for Sustainable Practice, Innovation and Resource Effectiveness (INSPIRE). It is a sub-committee of the Central Resources Committee.

Terms of Reference

(1) To ensure the University's sustainability activity is appropriately linked to its Strategic Plan;

(2) To support and monitor the development of Faculty Sustainability Plans;

(3) To work in partnership with the University's Faculties and departments and ensure that strategic sustainability priorities are reflected in their activities;

(4) To identify funding opportunities from Research Councils and others to develop an effective academic cluster;

(5) To advise on curriculum offerings, pedagogy and programme design;

(6) To enhance sustainability opportunities in relation to estates and facilities;

(7) To report annually to the Central Resources Committee on its effectiveness, to respond to its requests and to advise on any matter that it considers relevant to issues of sustainability.

Membership

Director of INSPIRE or nominee (Chair)
Director of Student Services
Environmental Manager

One representative from each Faculty
Three Support Unit representatives, each from different campus locations
One representative from each FE structural partner
At least one and no more than three Students' Union Representatives, each from different campus locations

2.5.10 Recognition of Prior and Experiential Learning (RPEL) Board

Details of the terms of reference and membership of this committee can be found in Chapter 10 of this handbook.

2.5.11 Special Cases Committee

Details of the terms of reference and membership of this committee can be found in Chapter 13 of this handbook.

2.6   University Committee Structure

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                          │ Academic Policy  │────────│  Welsh Affairs   │
                          │   Committee      │        │    Committee     │
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                                                      │    Validation    │
                                                      │  Sub-Committee   │
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                                                      │ External Examiner│
                                                      │ Nominations Panel│
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                          │ Academic Quality │────────│    RPEL Board    │
                          │  and Standards   │        └──────────────────┘
                          │   Committee      │        ┌──────────────────┐
                          └──────────────────┘        │  Special Cases   │
                                                      │    Committee     │
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                                                      │     Student      │
                                                      │  Representation  │
                                                      │  Sub-Committee   │
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                                                      │ Student Affairs  │
                                                      │    Committee     │
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           │          │   │ Central Resources│
           │  Senate  │───│    Committee     │        ┌──────────────────┐
           │          │   └──────────────────┘        │  Sustainability  │
           └──────────┘                               │    Committee     │
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                          │Learning, Teaching│        │ Staff Development │
                          │ and Enhancement  │────────│    Committee     │
                          │   Committee      │        └──────────────────┘
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                                                      │ Research Degrees │
                          ┌──────────────────┐        │    Committee     │
                          │Research Committee │────────└──────────────────┘
                          └──────────────────┘        ┌──────────────────┐
                                                      │Ethics Committee  │
                                                      └──────────────────┘

                          ┌──────────────────┐        ┌──────────────────┐
                          │  Faculty Boards  │────────│Faculty Committees│
                          └──────────────────┘        └──────────────────┘

                          ┌──────────────────┐
                          │  Collaborative   │
                          │   Partnership    │
                          │   Committee      │
                          └──────────────────┘

                          ┌──────────────────┐
                          │  International    │
                          │   Committee      │
                          └──────────────────┘

                          ┌──────────────────┐
                          │Marketing Committee│
                          └──────────────────┘
```

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