

FTSEC Terms of Reference and Constitution 2020/21

Terms of Reference 2020/21

1. To encourage and disseminate good practice, innovation and flexibility of delivery in the student experience, learning, teaching and assessment and liaison with external bodies;
2. To encourage appropriate academic developments in the Faculty and ensure alignment with institutional strategic priorities;
3. To consider, and report as necessary to the Faculty Management Team, on strategic developments in student education across the Faculty and in relation to its work with other faculties, referring issues with resource implications;
4. To contribute to the development of institutional policy and procedures relating to student education and to monitor compliance with existing policy and procedures, consulting on, disseminating and implementing policy referred by the Taught Student Education Board and its steering groups and committees as appropriate;
5. To encourage and disseminate good practice in quality assurance and the maintenance of academic standards, monitoring the operation of processes through review mechanisms including Annual School Review meetings and Student Academic Experience Reviews;
6. To seek opportunities to implement strategies underpinning the approach to student education within the Faculty, considering and monitoring reports and action plans from relevant Faculty groups;
7. To oversee the implementation of the Leeds Curriculum within the Faculty;
8. To monitor the Faculty's recruitment and admissions activity;
9. To monitor the development of the Faculty's taught student education portfolio;
10. To monitor the Faculty's oversight and operation of assessment processes; and
11. To consider and respond to issues raised by student representatives.

Constitution

- Pro-Dean for Student Education (Chair);
- Pro-Dean for International;
- Chairs of the School Taught Student Education Committees in a federal faculty or their equivalents in a unitary faculty;
- Chairs of faculty-level groups (Recruitment, Portfolio, Assessment and Standards, Digital Education, Internationalisation, Employability);
- LUU school student representatives;
- Two cross-faculty representatives appointed by Taught Student Education Board;
- Up to two elected representatives of the Faculty;
- Up to six co-opted members