

HE Learning Teaching Enhancement Committee

REMIT

Operational responsibility for the development and implementation of the college's Learning and Teaching Enhancement Strategy

PURPOSE

1. The development and implementation of the College's Learning and Teaching Enhancement Strategy.
2. The development, implementation, and review of academic strategies related to learning, teaching and quality enhancement.
3. The preparation of an annual HE Self Evaluation Document to Academic Board on the quality of learning and teaching, identifying any institutional matters for consideration and resolution.
4. The development, implementation and review of policies in learning and teaching
5. The consideration of outcomes from internal and external student surveys in relation to learning and teaching.
6. The identification of staff development needs to enhance the quality of teaching, learning and assessment, academic guidance and learner support.
7. The oversight of staff development to ensure that academic staff are provided with the appropriate opportunities to develop scholarly activity and research interests.
8. The dissemination of good practice and innovation in learning and teaching.
9. The oversight of the ethical approval policy and process.

MEMBERSHIP

The Learning & Teaching Scholarship Group will be chaired and convened by the Head of Higher

Membership of the Learning Teaching & Scholarship Group will normally include:

Title	Name
Head of Higher Education	Ian Coleman
HE Manager	TBC
HE Subject Leads	TBC
Director of Quality Improvement	Sarah Field
Quality Improvement & Standards Manager	Neil Challinor
Professional Development Manager	Shaun Daly
Two Course Managers	TBC
Two Student Representatives	TBC
HE Coordinator	Amanda Hickling

WORKING PATTERNS

- Meetings will be held bi-monthly, Wednesday 16.00-17.00, with dates and times agreed at the start of each year.
- Agendas and relevant papers to be circulated one week in advance of the meeting
- Participants will be given the opportunity to contribute to the agenda
- Members take responsibility for disseminating the outcomes of the meeting to their colleagues

ACCOUNTABILITY AND COMMUNICATION

- Minutes will be presented to and discussed at the Academic Standards & Quality Committee.
- Discussions, outcomes and actions to be communicated by members to their teams as appropriate to deliver agreed outcomes.