

## **Learning, Teaching and Academic Quality Committee (LTAQC)**

**The University's Committee Structure aims to put the University in a position of strength to deliver the evidence base that will enable us to engage with the OfS and its [conditions of registration](#).**

**Individual Committees are expected to utilise a range of indicators, quantitative and qualitative intelligence and horizon scanning that will enable them to monitor and review trends and spot (early on) any issues that may affect compliance. In doing so, they are empowered to drive and effect changes accordingly.**

### Purpose and Scope

The Committee is responsible to Senate for the protection and enhancement of learning, teaching and academic quality. It rigorously upholds the Newman standard in terms of external requirements and internal standards, assuring Senate that academic governance is secure.

### Terms of Reference

The Committee's Terms of Reference are to oversee and take all necessary decisions in the following areas:

- Strategy: To continuously develop and review the University's Learning, Teaching and Assessment policies in accordance with the University's Strategic Framework ensuring a responsive and integrated approach from all relevant professional departments and academic areas.
- Strategy: To identify, set and manage priority areas in relation to the implementation of key elements of the University's Strategic Framework.
- Strategy: To provide reports and data as required for Senate and the University Council, to assist the University Council in carrying out their responsibilities for the Quality and Standards of the University.
- Delivery and Performance: To have overall responsibility for the University's academic quality, standards and enhancement. Overseeing development of regulations and policies in response to External Examiners reports, approval of annual validation schedules and other similar reports.
- Delivery and Performance: To monitor the outcomes of reviews, inspections and audits and their impact on learning teaching and assessment, and to formulate, implement and review action plans from Task Groups and other relevant sub Committees.
- University Transformation: To monitor relevant internal and external developments and take account of them in the development of strategy, policies and action plans.
- External Engagement: To recommend and agree University responses to relevant consultation proposals from external bodies.

- Equality and Diversity: To consider ways of promoting equal opportunities and diversity in the broad student experience in line with the University's Equality, Diversity and Inclusion Strategy.
- Accountability: To make regular reports and to monitor activities and plans for Senate and Council in line with the requirements of registration with the Office for Students.
- Data: To recommend and monitor actions identified in relation to internal and external reports and statistics relating to key business areas.
- Collaboration: To receive and report to Student Experience Committee and Equality and Diversity Committee.
- Effective Oversight: When necessary receive reports from Collaborative Strategy Committee, Timetable Group and other University Committees.

The LTAQC Committee may establish Sub-Committees or Task Groups reporting to it. The LTAQC Committee shall remain accountable to Senate for the work of any Sub-Committee or Task Group.

### Reporting

Report to Senate.

Members of the Committee are expected to formally report back the proceedings of the Committee to other relevant forums, and to play a full part in communicating all decisions and actions made, to the appropriate audience.

### Quoracy

Learning, Teaching and Academic Quality Committee is considered quorate where there are at least 50% plus one present. Attendance of members will be monitored on an annual basis.

### Frequency of Meetings

- Up to 6 meetings a year.
- Aligned with Calendar of Business.

### Membership

- Deputy Vice Chancellor (Chair)
- Executive Deans of Faculty (Joint Deputy Chair)
- Pro-Vice-Chancellor Students
- Associate Deans of Faculty
- Academic representation, one elected/nominated representative from each Faculty (departments or subjects)
- Professional and Support representation, two elected/nominated representatives
- Director of Learning, Teaching and Scholarship
- Deputy Director of Learning, Teaching and Scholarship
- Registrar and University Secretary
- Deputy Registrar
- Director of Library and Learning Services
- Director of Student Services
- Head of Planning and Systems Development
- Chair of the Minor Amendments Panel
- Newman Students' Union President

- Newman Students' Union nominee

Members of the Committee are expected to attend meetings wherever possible. However, members shall nominate an alternate appropriate colleague to represent them if they are unable to attend a meeting.

Other colleagues may be invited to attend as co-opted members for a specific purpose, as deemed appropriate; with co-opted members position reviewed after three years, in line with the standard tenure for elected/nominated members.

#### Servicing & Arrangements for Papers

Quality Office

*Approved: October 2021 (LTAQC.15.M)*