
Academic Standards Sub-Committee

Purpose

The Academic Standards Sub-Committee is responsible for advising College Education Committee on:

- The strategic development of assessment policy and regulation.
- The level of college compliance with the assessment framework.
- The extent to which assessment policies are transparent, fair, impartial, consistent and compliant with the values of King's.

Terms of Reference

ASSC will conduct its business according to the following terms of reference:

- To support King's targets in efficiency, fairness, and student-orientated assessment regulations and policies with an emphasis on continual quality improvement.
- To monitor and advise the College Education Committee on the academic policy and regulatory framework of the College, taking into account both the internal and external contexts, as they apply to academic standards.
- To provide a forum for Faculty Assessment Board Chairs as well as SED colleagues/Associate Directors to contribute to and shape discussions around academic policy and assessment
- To examine progression and award data and make recommendations on any issues identified, taking into consideration the external context including the requirements of the Office for Students regulatory framework.
- To report any issues and areas of good practice with regards to academic standards.
- To have oversight of the operation of and awards made by Faculty Assessment Boards, via an annual report.
- Review and recommend approval to Academic Board:
 - College Academic Regulations
 - Regulations of our validated partners
- To receive regular reports on the work of the Assessment Working Group
- To receive annual reports:
 - on student conduct and appeals;
 - on exemption requests;
 - on exam, assessment and timetabling activities;
 - on the appointments of external examiners; and
 - summarising external examiner reports (UG and PGT)

Reporting Structure

The Sub-Committee will report to College Education Committee.

Meetings

The Sub-Committee will meet at least six times a year.

Membership

Chair, nominated by the Vice-President and Vice-Principal (Education).

Deputy Chair, nominated by the Chair from among the members of the Academic Standards Sub-Committee.

One member from each faculty. The member will be appointed by the Vice Dean Education and will be the Chair of either the Faculty UG or PGT Assessment Board. The Chair of the other Assessment Board will be appointed as an alternate member who attends if required.

College Chief External Examiner

Academic Lead for Digital Education

Academic Lead for Assessment

Student representatives (1 x Health, 1 x Arts and Sciences) (except for reserved business)

Associate Director (Examinations, Assessment and Timetabling)

Associate Director (Academic Regulations, Quality and Standards)

Associate Directors Education (1 x Health, 1 x Arts and Sciences)

Director of King's Academy

Standing invitees

Head of Academic Policy

Education & Students Strategic Director (x2)

Head of Examinations & Assessment

Head of Course Information

Officer: Regulations Manager

Approved by the Academic Standards Sub-Committee on 22nd June 2022