

Ordinance Appendix B:

Terms of Reference of Council Standing Committees and Subcommittees

COLLEGE EDUCATION COMMITTEE, COMMITTEE OF ACADEMIC BOARD

1. Authority

The College Education Committee will provide strategic leadership of education for the College. It will ensure that the College's academic taught provision aligns with national and international expectations for quality and academic standards and enhances students' learning experience. The Committee will promote:

- Risk-management approaches in relation to quality assurance, providing oversight of the quality and academic standards of students' learning opportunities and learning experience, advising Academic Board of any issues and areas of good practice
- The level of College compliance with external regulatory bodies such as the Office for Students
- Enhancement in learning, teaching, and assessment
- An ethos of students as co-creators of the education experience

2. Duties

- 2.1 Consider and advise the Council and Academic Board on all matters and questions affecting the education policy of King's.
- 2.2 On behalf of Council and the Academic Board to monitor and review the implementation of matters related to Strategy 2026.
- 2.3 On behalf of Academic Board to define, monitor and review King's strategy, policy and procedure in respect of King's taught students (UG and PGT) relating to:
 - 2.3.1 Student admissions and enrolment
 - 2.3.2 Student attendance at, and completion of, programmes and assessments
 - 2.3.3 King's Academic Regulations governing taught programmes
 - 2.3.4 The annual and periodic review of the academic standards and the quality of the student experience on taught programmes
 - 2.3.5 The operation of King's student complaints, appeals and academic misconduct procedures for taught students and monitoring thereof by consideration of an annual report
 - 2.3.6 All aspects of the taught student experience
- 2.4 Maintain oversight of the programme and module approval, amendment and withdrawal procedures, and receive reports on proposals for new programmes and/or withdrawal of existing programmes (and short courses) from the Programme Development and Approval Subcommittee.
- 2.5 To define, monitor and review King's Academic Regulations governing the approval and review of programmes of study and their constituent modules.
- 2.6 Oversight of the University's Access and Participation Plan.
- 2.7 Monitor and report on the quality assurance and quality enhancement framework, taking into account both the internal and external contexts as they apply to taught education.
- 2.8 To maintain oversight of King's Academic Partnerships that involve King's credit and qualifications.
- 2.9 Oversee Faculty governance structures for education, receiving regular reports from Faculty Education Committees on their areas of business and any issues that need to be raised.
- 2.10 To ensure King's compliance with the following conditions of the Office for Students (OfS) Regulatory Framework:

- i. B1 (Course Delivery)
- ii. B2 (Resources, Support and Engagement)
- iii. B3 (Student Outcomes)
- iv. B4 (Assessment and Award)
- v. B5 (Ensuring awards meet sector recognised standards)
- vi. B6 (Teaching Excellence Framework)
- vii. C1 (Consumer Protection Law compliance)
- viii. C2 (Student Complaints)
- ix. C3 (Student Protection Plan)
- x. F2 (Student transfer arrangements)

2.9 The Committee also has oversight of reportable events (matters related to student and consumer protection to be raised with the Academic Regulations, Quality and Standards Team as appropriate.

- Promote enhancement in learning, teaching, assessment, and the student experience through the identification and dissemination of good practice.
- Have oversight of the quality of students' learning opportunities and learning experiences, advising Academic Board of any rising issues or areas of good practice.

2.10 In support of these duties, the Committee will form subcommittees, management groups, working groups and task and finish groups as needed, including:

- Assessment and Regulatory Oversight Subcommittee – reporting on the awards of the College, including matters relating to B2 (Resources and Support assessment related), B3 (student outcomes), B4 (assessment) and C2 (student complaints).
- Quality Assurance and Enhancement Subcommittee – reporting on quality assurance framework relating to monitoring and review of programmes, conduct of the University's collaborative arrangements with partner institutions and for the strategic development of policies relating to collaborative provision, including OfS Conditions of Registration B1 (course delivery), B2 (Resources, Support and Engagement) and B5 (Sector Recognised standards).
- Programme Development and Approval Subcommittee – reporting on approval of new taught programmes and their subsequent amendments and withdrawal. Covers OfS Conditions of Registration B1 (course delivery), B5 (Sector Recognised standards), C1 (compliance with Consumer Protection regulation) and C3 (Student Protection Plan).
- Student Experience Subcommittee – reporting on B2 (Resources, Support and Engagement), student surveys (NSS, PTES, module evaluations), and other matters pertaining to the student experience.

2.11 The Committee will receive regular reports from the following areas:

- Student Futures Board – to provide updates on the status of transformation projects and their impact.
- King's Academy – to provide updates on the work and activities of the King's Academy, including the College Teaching Fund.
- King's College London Student Union (KCLSU) – to provide updates on the work and activities of the KCLSU officers.

2.12 In support of these duties, the Committee will:

- Review the relevance and value of its work on a regular basis.
- Review its terms of reference on an annual basis.

Chaired by: Vice-Principal (Education & Student Success)

Deputy Chair: Nominated by the Vice Principal (Education & Student Success) from amongst the members of the Committee (currently Academic Director, King's Academy)

Membership

Faculty Membership

One faculty member, normally the Dean/Vice-Deans of Education plus an alternate

One member from the Centre for International Education and Languages, plus an alternate

Two Associate Directors of Education (one from Health and one from Arts and Sciences)

Non-Faculty Membership

Executive Director, Education and Students

Academic Director, Digital Education

Academic Director, King's Academy

Academic Director, King's Experience

Academic Director, Student Success

Executive Director, Transformation

Chairs of Education Committee Subcommittees

KCLSU Sabbatical Officers: President or designate, Vice-President for Education (Health), Vice-President for Education (Arts and Sciences), Vice President for Postgraduate – except for reserved business

In attendance

Two Strategic Directors, Education & Students

Director, Library & Collections

Director of Academic Quality

Director of King's Online

Dean of King's College London

University Secretary or designate

Other officers of the College may also be permitted by the Chair to attend the College Education Committee either permanently or for particular meetings, along with those presenting papers to the Committee at specific meetings.

Secretariat: Associate Director, Academic Regulations, Quality and Standards

Clerk: Head of Education Governance