

Committee	UHI North, West and Hebrides Transition Board- Learning, Teaching and Research Committee
Subject	Draft Terms of Reference for this Committee
Action requested	<input type="checkbox"/> For information only <input type="checkbox"/> For discussion <input type="checkbox"/> For recommendation <input type="checkbox"/> For endorsement <input checked="" type="checkbox"/> For approval
Summary of the paper	This report invites the Committee to agree draft Terms of Reference.
Resource implications	No
Risk implications	The Board requires to provide committees to honour its responsibilities for good governance
Date paper prepared	29th August 2023
Date of committee meeting	6 th September 2023
Author	Fiona Sinclair, Board Governance Professional
Link with strategy Please highlight how the paper links to the Strategic Plan	UHI North Highland, UHI Outer Hebrides and UHI West Highland have all agreed that merger is their preferred strategic direction.
Island communities	The rural and islands college merger may have an impact on the Western Isles and islands covered by West Highland College that is different to other communities. As part of the merger process, the University will undertake an Island Communities Impact Assessment.
Status (e.g., confidential, non-confidential)	Non confidential
Freedom of information	Yes
Consultation How has consultation with partners been conducted?	The preferences of Board members were taken into account in the recommendation

Recommendation: The Committee is invited to review and agree terms of reference for the Learning, Teaching and Research Committee.

Purpose of report

This report is provided by the Governance Professional to invite the Committee to conduct its agree Terms of Reference for the Learning, Teaching and Research Committee. The Terms of Reference will require formal approval by the Board of Management.

Background

The Appendix to the report comprises draft Terms of Reference for the Committee to consider and agree. The Terms of Reference for each of the Board Committees must be approved by the Board of Management and reviewed annually.

Committee members are encouraged to review the work of the Committee against the Terms of Reference document to ensure the Terms of Reference include all aspects of the Committee's role. Members are invited to bring forward for consideration by the Committee any proposals or recommendations for amending the draft Terms of Reference that they consider to be appropriate.

Appendix

Learning, Teaching and Research Committee - Terms of Reference

Composition

The Board of Management will appoint the Committee and its Chairperson. There must be at least three members, to include the Principal. The Board Chair may be a member of this Committee. Normally one staff and one student member of the Board should be members of the committee. A quorum for this committee is no less than one half of voting members.

Frequency of Meetings

The Committee shall meet at least four times a year. The Vice Principal – Curriculum and Teaching and the Director of the Environmental Research Institute will normally attend the Learning, Teaching & Research Committee meetings.

Established by Board of Management

Remit

The Learning, Teaching and Research Committee shall:

- a) Assist with setting the College's academic and research strategies and monitor their performance against targets
- b) Monitor the Curriculum to ensure that UHI North, West and Hebrides meets the needs of students, stakeholders and the local community

- c) Receive regular reports from HISA and monitor the UHI North, West and Hebrides response to student concerns
- d) Recognise trends in education and research, identify and recognise best practice and effective approaches to research, learning, teaching and support to students, and recommend specific initiatives in the UHI North, West and Hebrides
- e) Monitor the College's arrangements for enhancing learning and teaching and the overall quality of the student experience.
- f) Monitor research activities to ensure they are consistent with College and University aims and objectives and are compliant with current UHI policies
- g) Make approval recommendations for learning, teaching and research policies to the Board of Management
- h) Review on an annual basis student recruitment, retention, achievement and positive destinations, and any actions identified
- i) Receive and consider information on research activity in UHI North, West and Hebrides including funding, curriculum support, student journey, professional development and stakeholder engagement
- j) Monitor the progress annually of the Student Partnership Agreement
- k) Review the results of the external quality arrangements and verification visits carried out throughout the year
- l) Review and monitor the status of the risk cluster assigned to the Learning, Teaching and Research committee from the college risk register and make recommendations for associated amendments to the Audit and Risk Management committee.

Accountabilities

The Learning, Teaching & Research Committee is accountable to the Board of Management