

	PAPER NO: EC.18(12)	
Board/Committee:	Educational Character Committee	
Date:	10 December 2012	
Paper title:	Committee Terms of Reference	
Author:	James Stevenson, University Secretary and Clerk to the Board of Governors	
Board sponsor:	Steve Balmont, Chairman of the Committee	
<b>Recommendation:</b>	That the committee recommends its revised terms of reference to the Board	
Matter previously considered by:	N/A	N/A
Further approval required?	Board of Governors	On: 21 March 2012
Communications – who should be made aware of the decision?	Published on university website	

### **Executive Summary**

Committee terms of reference are reviewed annually at the first meeting of the academic year. It is recommended that the committee's terms of reference are amended to include two student governor members, as was requested at the last meeting.

The committee is requested to recommend the proposed change to the Board for approval.

## **Educational Character Committee**

### **Terms of Reference**

#### **1. Constitution**

1.1 Under Article 14(a) [and proposed new article 5.1.1] the Board of Governors are responsible “for the determination of the educational character and mission of the University and for oversight of its activities including the exercise of degree awarding powers”.

1.2 The Board of Governors has established an advisory committee called the Educational Character Committee.

#### **2. Membership**

2.1 The Educational Character Committee and its chair shall be appointed by the Board, from amongst its own members.

2.2 The Committee may, if it considers it necessary, co-opt members with appropriate expertise.

2.3 Membership shall consist of up to seven independent governors, ~~one~~ two student governors (or their nominees); and co-opted members, if appointed.

2.4 Membership shall be for a period of two years, which may be extended at the discretion of the Chair.

#### **3. Attendance at meetings**

3.1 The Vice Chancellor, Pro Vice Chancellor (Academic) and one Executive Dean shall normally attend meetings.

#### **4. Frequency of meetings**

4.1 Meetings shall normally be held ~~four~~ three times each year. [note – this ties in to the annual plan for the committee].

**5. Authority**

5.1 The committee will be an advisory body and shall influence deliberations of the Board on academic strategy and educational character.

5.2 The committee will be a means for governors to gain further insight into the academic life of the University.

**6. Secretary**

6.1 The secretary to the Educational Character Committee will be the Clerk to the Board or other appropriate person nominated by the Clerk.

**7. Duties**

7.1 The duties of the committee shall be to:

7.1.1 engage in the educational life of LSBU.

7.1.2 receive regular presentations from the Faculties on educational matters.

7.1.3 discuss educational issues such as student recruitment, retention, progression and success rates.

7.1.4 consider LSBU's teaching and research portfolios.

7.1.5 review student satisfaction.

**8. Reporting Procedures**

8.1 The Educational Character Committee will report annually to the Board of Governors.

8.2 The Academic Board will continue to report to the Board of Governors.

# London South Bank University

## Membership

### *Chairman*

Steve Balmont (Independent Governor)

### *Independent Governors*

Douglas Denham St Pinnock

Andrew Owen

### *Student Governors*

Barbara Ahland

Anisa Ali

### *In attendance*

Martin Earwicker Vice Chancellor

Phil Cardew Pro Vice Chancellor

Mike Molan Executive Dean, Arts and Human Sciences

James Stevenson University Secretary

*Approved by the Executive on 7 June 2011*

*Approved by the Board of Governors on 14 July 2011. Revisions approved on 13 October 2011.*