

UNIVERSITY OF ABERDEEN
QUALITY ASSURANCE COMMITTEE
ACADEMIC POLICY AND REGULATIONS GROUP

REMIT AND COMPOSITION
(Sub-group of Quality Assurance Committee)

1. COMMITTEE TITLE

Academic Policy and Regulations Group

2. DATE OF ESTABLISHMENT

September 2023

3. CHAIR AND ADMINISTRATIVE SUPPORT AREA

Chair: Head of Quality/Interim Chair: Member of Quality Assurance Committee
Clerk: Academic Services and Online Education

4. PURPOSE

A sub-group of the Quality Assurance Committee with responsibility for the University's framework of academic policy and regulations.

5. REMIT: *(To be reviewed annually at last meeting of committee cycle)*

The Academic Policy and Regulations Group shall:

- Be responsible, on behalf of the Quality Assurance Committee (QAC), for the development and regular review of University educational policy and regulations relating to undergraduate, postgraduate taught and taught elements of postgraduate research provision and for referring new policy and revisions to existing policies to QAC for approval;
- Ensure that the University's education policies and regulations align with the QAA Quality Code, the wider Academic Infrastructure, legal compliance (e.g. equality, diversity and inclusion) and other external reference points, as appropriate;
- Ensure that new policy and regulations are effectively communicated to all relevant stakeholders in a suitably accessible way for the different audiences;
- Undertake such other functions as may be referred to the Committee by the Quality Assurance Committee.

Members' Responsibilities:

Each member of the committee will contribute actively to discussions to inform the development, implementation and review of University policies and regulations.

6. COMPOSITION AND QUORUM:

Chair: Head of Quality/Interim Chair: Member of Quality Assurance Committee

Membership: Four academic members, drawn from the Quality Assurance Committee, ensuring an appropriate disciplinary spread.
Two representatives nominated by the President of the Students' Association.

In attendance: Clerk
Clerk to QAC

Quorum: 50%

ACCOUNT TO BE TAKEN OF EQUALITY AND DIVERSITY IN MEMBERSHIP

7. MEMBERSHIP

Faye Hendry (Chair)
Vacant (QAC Member)
Vacant (QAC Member)
Steve Tucker (QAC Member)
Selma Carson (QAC Member)
Miles Rothoerl (Vice-President for Education – AUSA)
TBC (Student representative - AUSA)

In attendance

Kyra Lamont (Clerk)
Liam Dyker (Clerk to QAC)

8. REPORTING LINE/PARENT COMMITTEE AND INTERFACE WITH OTHER COMMITTEES

Formal reporting line: Quality Assurance Committee (QAC)
Interface with other committees: University Education Committee (UEC)

9. FREQUENCY AND TIMING OF MEETINGS

The Committee will meet at least five times per year preceding each meeting of the QAC. Additional meetings may be arranged, as required.

Meetings between 10am – 4pm in accordance with University Policy.

10. PUBLICATION OF PAPERS

Cognisance will be taken of the University's Publication Scheme and Agenda papers will be made available on web pages/StaffNet where possible.

11. DATE ESTABLISHMENT OF COMMITTEE APPROVED/RECORDED BY UMG: September 2022