Senate XXX Committee

Date

Title

Description of paper

(Should also explain how any proposals will contribute to one of more of the Strategy 2030 outcomes)

1.

Fit with remit

(Select the table with the relevant Committee’s remit and indicate how the paper aligns – delete the remaining tables and unnecessary rows)

| **Academic Policy and Regulations Committee** | **Y/N** |
| --- | --- |
| Oversee the development, maintenance and implementation of an academic regulatory framework which effectively supports and underpins the University’s educational activities. |  |
| Ensure that the academic regulatory framework continues to evolve in order to meet organisational needs and is responsive to changes in University strategy, and in the internal and external environments. |  |
| Scrutinise and approve proposals for new or revised academic policy or regulation, ensuring that policy and regulation is only introduced where it is necessary, and that all policy and regulation is suitably accessible to its intended audience. |  |
| Act with delegated authority from the Senate on matters of student conduct and discipline. |  |
| In taking forward its remit, the Committee will seek consistency and common approaches while supporting and encouraging variation where this is beneficial, particularly if it is in the best interests of students. |  |
| Consider the implications of the Committee’s work and its decisions in the context of external initiatives and compliance and legal frameworks, particularly in relation to equality and diversity. |  |

| **Education Committee** | **Y/N** |
| --- | --- |
| Promote strategically-led initiatives and university-wide changes designed to enhance the educational experience of students and learners. |  |
| Promote innovations in learning, teaching and assessment, embrace new teaching methods and consider cross-cutting themes such as research-led and technology-enhanced learning, digital and information literacy, education for employability, internationalisation and lifelong learning. Consider and promote local developments or initiatives with substantial implications for University learning and teaching strategy, policy, services or operations. |  |
| Oversee policy relating to students’ academic experience and proactively engage with high-level issues and themes arising from student feedback. |  |
| Give specific consideration to instances in which the experience of one particular cohort of students or learners (undergraduate, postgraduate taught or postgraduate research students, and those involved in non-standard programmes) may diverge from that of others. |  |
| Anticipate and prepare for new opportunities and likely future developments in learning and teaching for all cohorts of students and learners. |  |
| Consider the implications of the Committee’s work and its decisions in the context of external initiatives and compliance and legal frameworks, particularly in relation to equality and diversity. |  |

| **Quality Assurance Committee** | **Y/N** |
| --- | --- |
| Oversee the delivery and enhancement of the University’s quality assurance framework, ensuring that it meets external requirements. |  |
| In partnership with Edinburgh University Students’ Association, ensure effective student engagement and representation of student voices in the University’s quality framework. |  |
| Maintain oversight of the outcomes of the quality assurance framework, ensuring that actions are addressed, and support the sharing of good practice. 2.4 Promote the quality assurance framework as an important part of the University’s activities and ensure that the outcomes inform relevant University business. |  |
| Support the University’s engagement with external quality requirements and activities, including: Enhancement-Led Institutional Review, the UK Quality Code, and responses to consultations and initiatives. |  |
| Identify areas for innovation and enhancement of the student experience and ensure that these inform Senate Education Committee's policy development. |  |
| Consider the implications of the Committee’s work and its decisions in the context of external initiatives and compliance and legal frameworks, particularly in relation to equality and diversity. |  |
| In relation to academic collaborations with partner institutions: maintain oversight of development, approval, monitoring and review / renewal processes; receive annual reports on activity and identify any areas where action is required to maintain academic standards and the quality of the student experience. |  |

Action requested / recommendation

Background and context

Discussion

Resource implications

Risk management

Responding to the Climate Emergency & Sustainable Development Goals

Equality & diversity

Communication, implementation and evaluation of the impact of any action agreed

Author

Name

Date

Presenter

Name

Freedom of Information(Is the paper ‘open’ or ‘closed’. If ‘closed’ please state the reason, see guidance at the end of the document for further information.)

**If you require this document in an alternative format, such as large print or a coloured background, please contact [insert Committee support email] or Academic Quality and Standards, Old College, South Bridge, Edinburgh, EH8 9YL.** Guidance on Using Senate Committee Paper Template (please delete from the final version of the paper)

Description of paper

State the purpose of the paper in clear, non-technical terms (1 or 2 sentences).

This should include a brief explanation of how the proposals in the paper will contribute to one or more of the outcomes set out in Strategy 2030, namely:

* We will see our research having a greater impact as a result of partnership, international reach and investment in emergent disciplines.
* The undergraduate curriculum will support breadth and choice, preparing students, graduates and alumni to make a difference in whatever they do, wherever they do it.
* We will be a global leader in artificial intelligence and the use of data with integrity.
* Improved digital outreach will see us enabling global participation in education.
* We will be leading Scotland’s commitment to widening participation.
* We will be a destination of choice, based on our clear “Edinburgh Offer”. All of our staff and students will develop here, whether they are from Leith, Lisbon, Lahore or Lilongwe.
* We will have created opportunities for partners, friends, neighbours and supporters to co-create, engage with the world and amplify our impacts.
* Edinburgh will become the Data Capital of Europe. We will deliver inclusive growth, provide data skills to at least 100,000 individuals, and create new companies and solutions for global challenges.
* We will have more user-friendly processes and efficient systems to support our work.
* We will see integrated reporting of our whole organisational impact against the United Nations Sustainable Development Goals.
* We will be on track to be a Carbon-Zero University by 2040.
* Multidisciplinary postgraduate education pathways will support flexible whole-life learning.
* Our estate will be fit for purpose, sustainable and accessible. We will support learning, research and collaboration with our neighbours, businesses and partners.

If the proposals outlined in the paper will not contribute to Strategy 2030 outcomes, please state: ‘This paper does not contribute to the Strategy 2030 outcomes…’and explain why e.g. it is fulfilling an external regulatory requirement, or similar.

Action requested/Recommendation

For discussion / approval / information; to note formally / consider the recommendations etc. (1 – 3 sentences)

Background and context

Committees need to be able to understand quickly what it is they are being asked to consider, and why. This section should cover the reasons for the paper.

Discussion

This is the main part of the paper – please provide sufficient detail for Committee members to understand the issues and for good decision-making. (1 - 3 pages. If there is a substantial amount of additional information to include, consider providing this in the form of appendices.)

Resource implications

This section should detail any resource implications associated with the paper. **This should include a thorough analysis of staff workload issues.** If appropriate, costs, and how they will be met should be outlined. The expectation is that costs will be met from within existing budgets, and approval from the relevant budget holder should be sought. If an application for funding will be submitted to the Planning Round, this should be stated here.

Risk Management

Key risks and mitigating measures associated with the paper should be outlined here. You may wish to reference the [University’s Statement of Risk Policy and Risk Appetite](https://www.ed.ac.uk/corporate-services/risk-management/risk-management-information).

Responding to the Climate Emergency and Sustainable Development Goals

This section is provided to allow the articulation of intended contributions to the United Nations Sustainable Development Goals (SDGs). The most likely appropriate SDGs are listed below, with the full seventeen goals listed here: [United Nations Sustainable Development Goals](https://www.un.org/sustainabledevelopment/sustainable-development-goals/)

Please state which SDGs are relevant, and then provide supporting information to justify the contribution of the paper towards these.

If the paper does not contribute to the SDGs, please state: ‘This paper does not contribute to the SDGs…’and explain why e.g. it is fulfilling an external regulatory requirement, or similar.

If the proposals outlined in the paper would hinder the achievement of any SDG or would exacerbate the Climate Emergency, please state this and set out any mitigating actions that would minimise or counter-balance the effect.

Ensure healthy lives and promote well-being for all at all ages

Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all

Achieve gender equality and empower all women and girls 

Promote inclusive and sustainable economic growth, employment and decent work for all

Build resilient infrastructure, promote sustainable industrialization and foster innovation

Reduce inequality within and among countries

Make cities inclusive, safe, resilient and sustainable

Ensure sustainable consumption and production patterns

****Take urgent action to combat climate change and its impacts

Equality & Diversity

The University is required by law (Equality Act 2010 and supporting Regulations) to give due consideration to equality and diversity. If proposing new or revised policies or practices, these also require an [Equality Impact Assessment](http://www.ed.ac.uk/schools-departments/equality-diversity/impact-assessment) (EqIA). Please detail whether equality and diversity has been considered, whether an EqIA is required, and any major equality impacts.

Communication, implementation and evaluation of the impact of any action agreed

Please summarise how any action to be taken as a result of the paper will be communicated and implemented, e.g. who will be responsible for overseeing the implementation? Where possible, please also provide details of the ways in which the impact of any action taken will be evaluated and reported.

Freedom of Information

This section should specify whether the paper is **open** or **closed**. Wherever possible, papers should be open. If closed, please detail which exclusion this falls under. Its disclosure would substantially prejudice a programme of research

* Its disclosure would substantially prejudice the effective conduct of public affairs
* Its disclosure would substantially prejudice the commercial interests of any person or organisation
* Its disclosure would constitute a breach of confidence actionable in court
* Its disclosure would constitute a breach of the Data Protection Act
* Other, within the terms of Freedom of Information legislation (please give further details)

Further guidance is available on the Records Management website: [Information Compliance - Freedom of Information](https://information-compliance.ed.ac.uk/freedom-information)