The University of Edinburgh

Senate Education Committee
Terms of Reference

1. Purpose and Role

1.1. The Education Committee is responsible, on behalf of Senate, for taught and research student matters, particularly strategy and policy concerning learning, teaching and the development of curriculum, including education technology and educational aspects of information technology more broadly.

2. Remit

2.1. Promote strategically-led initiatives and university-wide changes designed to enhance the educational experience of students and learners.

2.2. 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.

2.3. Oversee policy relating to students' academic experience and proactively engage with high-level issues and themes arising from student feedback.

2.4. 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.

2.5. Anticipate and prepare for new opportunities and likely future developments in learning and teaching for all cohorts of students and learners.

2.6. 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.

3. Operation

3.1. The Committee reports to Senate, acting with delegated authority to take strategic and high-level policy decisions.

3.2. The Committee may bring matters to the attention of the University Executive and/or Information Technology Committee as required.

3.3. The Committee will meet at least four times each academic year and will interact electronically, as necessary.

3.4. The Committee will follow a schedule of business set prior to the start of the academic year and which is agreed through consultation with Senate, the Conveners of the other Senate Committees, and other relevant members of the community.

3.5. From time to time, the Committee will establish working groups or commission individuals to carry out detailed work under the Committee's oversight.

4. Composition

Role	Term
Vice Principal for Students (Convener)	Ex Officio
Deputy Vice Principal Students (Enhancement)	Ex Officio
2 x senior staff members from each College with responsibility for learning and teaching	
1 x senior staff member from each College with responsibility for postgraduate research	
1 x Edinburgh University Students' Association, Vice-President Education	Ex Officio
1 x member of the Edinburgh University Students' Association permanent staff	Ex Officio
1 x postgraduate research student representative	
1 x Head of School from each College chosen by the Heads of College	
3 x elected member of Senate	
Director of Academic Services, or nominee	Ex Officio
Director of Institute for Academic Development, or nominee	Ex Officio
Director of Student Recruitment & Admissions, or nominee	Ex Officio
Director of Learning, Teaching and Web Services Division of Information Services, or nominee	Ex Officio
Director for Careers & Employability, or nominee	Ex Officio
Up to 3 co-options chosen by the Convener	Up to 3 years

4.1. The Convener can invite individuals for specific meetings or agenda items.

4.2. Substitution of members (i.e. due to inability to attend) shall be at the discretion of the Convener of the Committee.

5. Responsibilities and Expectations of Committee Members

5.1. Be collegial and constructive in approach.

5.2. Attend regularly and participate fully in the work of the Committee and its task / working groups. This will involve looking ahead and consulting / gathering input in order to provide the broad spectrum of thoughts and opinions which are necessary for proper consideration of the area being discussed.

5.3. Take collective and individual ownership for the issues under the Committee's remit and for the discussion and resolution of these issues. In taking ownership of the work of the Committee, members should take steps to ensure that they are empowered to take decisions on behalf of academic and managerial colleagues.

5.4. Be committed to communicating the work of the Committee to the wider University Community.

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