

Guidance FG(ii) Boards of Study

Boards of Study report to Faculty Boards, but may make recommendations directly to Faculty Quality Committees. Boards of Study will:

- be Chaired by the Head of School or a senior member of the course team
- have at least two student representatives in attendance (Chair to ensure that two student representatives have confirmed their attendance to ensure adequate representation)
- consider the currency of the field related to research, consultancy and current practice
- consider changes to modules, fields, titles (see section G)
- recommend changes of field title to Faculty Board (see section G)
- consider proposals for new external examiners or extensions to existing ones and make recommendations to Faculty Board (see section I)
- consider reports from external examiners, agree necessary actions and refer the response to Faculty Board for approval (see section I)
- nominate student representatives to attend Faculty Forum
- consider annual monitoring agenda items (see section F)
- consider documents prepared for validation and internal subject review (see sections C & D)
- consider recommendations from validations and internal subject reviews (see sections C & D)
- agree arrangements for any professional accreditation visits (see section J)
- consider responses to reports from professional bodies and recommend them to the faculty quality committee for approval prior to submission to the University's QEC (see section J)
- agree arrangements for staff/student consultative committees and consider any issues raised by them (see section L)
- confirm membership (named individuals) on assessment boards annually
- consider minutes from any sub-board of study (*ie.* collaborative partnerships)
- advise the Head of School (or equivalent) on resource matters relating to the field