

## LEARNING AND TEACHING COMMITTEE

Ex officio            The Pro-Vice-Chancellor (Academic) (Chair) – Professor Neil Ward  
Academic Director of Taught Programmes – Dr Clive Matthews  
Academic Director of Widening Participation – Mrs Helena Gillespie  
Academic Director of Research Degree Programmes – Mr Nick Watmough  
Academic Director of Partnerships – Professor Ian Dewing  
Head of Staff Development – Ms Amanda Giles  
Director of Student and Academic Services – Dr Andrea Blanchflower  
Director of the Research and Innovation Division – Ms Helen Lewis  
Director of Information Services – TO BE APPOINTED  
Director of Library Services – Mr Nick Lewis  
Director of Student Services – Dr Jon Sharp  
Chair (Associate Dean) of the Learning, Teaching and Quality Committee  
of each Faculty (Professor Nick Selby, HUM; Dr Ben Milner, SCI; Ms  
Ratula Chakraborty, SSF and Mrs Emma Sutton, FMH)  
The Undergraduate Education Officer of the Union of UEA Students – Ms  
Mary Leishman  
The Postgraduate Education Officer of the Union of UEA Students – Ms  
Maddie Colledge  
The Welfare, Community and Diversity Officer of the Union of UEA  
Students – Ms India Edwards  
City College Norwich Representative – Mr Jerry White  
Secretary - Ms Michele Pavey, Learning and Teaching Manager

### **Terms of Reference**

- (1) To define with the approval of the Senate, implement and review the University's strategies for learning and teaching, in line with the University's corporate strategy and taking into account Faculty and School strategic aims;
- (2) To develop policies, regulatory frameworks and Codes of Practice that secure the standards of the University's awards, assure the quality of the student experience and encourage innovation in learning and teaching;
- (3) To ensure compliance with those policies, regulatory frameworks and Codes of Practice through Learning and Teaching governance arrangements which comply with the University's Statutes;
- (4) To monitor the impact of those policies, regulatory frameworks and Codes of Practice on academic standards and the student experience including equality of opportunity, and to ensure that remedial action is taken where the outcomes do not meet University's requirements or those of external regulatory bodies (including those relating to disability and physical access to buildings);
- (5) To appoint examiners, on behalf of the Senate, for all taught and research programmes, on the recommendation of the responsible officer or body of the School;
- (6) In accordance with the above terms of reference, to consider matters brought forward for its attention by the Senate, the Academic Director of Taught Programmes and Academic Director of Research Programmes and the subcommittees of the Learning and Teaching Committee and to delegate matters appropriately for action;
- (7) To liaise with other agencies within the University on matters of mutual concern including matters of resource allocation as it affects the delivery of learning and teaching;
- (8) To consider and report annually to Senate upon:
  - (a) the maintenance of academic standards based on the outcomes of the University's external examiner reporting system  
and
  - (b) matters concerning the equality of opportunity of students.

Senate 24.6.98	:Minute 40	Council 14.3.05	: Minute 30
Senate 23.6.99	:Minute 39(1)	Senate 20.02.13	: Minute 23
Senate 25.6.2003	:Minute 49	Senate 11.06.14	: Minute 34
Senate 2.3.05	: Minute 17		