

UNIVERSITY OF SUFFOLK JOINT ACADEMIC COMMITTEE
(Sub-Committee of Learning and Teaching Committee)

Appointed by the University of East Anglia:

Ex officio: Academic Director of Partnerships (or Nominee)
(Joint Chair)
Director of Learning and Teaching Services (or
Nominee)
Head of Partnerships (or Nominee)

Appointed by the University of Essex:

Ex officio: Dean of Partnerships (or Nominee) (Joint Chair)
Deputy Dean of Partnerships (or Nominee)
Head of Quality and Development (or Nominee)

Appointed by the University of Suffolk:

Ex officio: Deputy Vice-Chancellor
Academic Registrar
Deputy Academic Registrar
Head of Quality Enhancement

Appointed by the University of Suffolk Partner Colleges:

One senior representative from each Partner College:
East Coast College
Suffolk New College
West Suffolk College
President (Education and Engagement), University of
Suffolk Students' Union

Secretary to JAC A senior administrator nominated by the University of
East Anglia Director of University Services (or
Nominee) and the University of Essex Academic
Registrar (or Nominee).

Terms of Reference

1. To consider all matters related to the quality and standards of the academic provision of the University of Suffolk, which lead to a joint award of the University of East Anglia and the University of Essex and to make recommendations to the Education Committee of the Senate of the University of Essex and the Learning and Teaching Committee of the Senate of the University of East Anglia accordingly.
2. To prescribe and keep under review the quality assurance policies and procedures to be followed by the University of Suffolk to satisfy the requirements of joint awards of the two Universities.
3. To maintain an overview of the quality of the student experience for all University of Suffolk students registered on programmes leading to University of East Anglia and University of Essex joint awards, including the monitoring of internal and external student satisfaction survey outcomes, and to receive annual reports on complaints, academic appeals and student discipline.
4. To have oversight of the Risk-based Monitoring and Enhancement (RiME) processes for all University of Suffolk academic provision, on which students remain registered on programmes leading to University of East Anglia and University of Essex joint awards.
5. To receive reports of course re-approval for University of Suffolk undergraduate and taught postgraduate programmes on which students are registered for University of

East Anglia and University of Essex joint awards and to make recommendations to the Education Committee of the Senate of the University of Essex and the Learning and Teaching Committee of the Senate of the University of East Anglia on the continuation or discontinuation of programmes as appropriate.

6. To receive annually at the last Joint Academic Committee meeting of each academic year, a formal assessment of and report on progress with regard to the PGR student experience.
7. To receive reports of institutional reviews of the University of Suffolk Learning Network partner colleges, and to make recommendations to the Education Committee of the Senate of the University of Essex and the Learning and Teaching Committee of the Senate of the University of East Anglia as appropriate.
8. To receive reports of external reviews of the University of Suffolk Learning Network partner colleges or programmes, including QAA reports and reports from professional, statutory and regulatory bodies.
9. To review annually the University of Suffolk's progression, retention and achievement data for programmes on which students are registered for University of East Anglia and University of Essex joint awards.
10. To agree arrangements for the appointment of external examiners for all University of Suffolk programmes on which students are registered for University of East Anglia and University of Essex joint awards and have oversight of external examiner procedures for these awards.
11. To monitor the development of staff at the Learning Network partner colleges through receipt of the annual Risk-based Monitoring and Enhancement (RiME) reports, to ensure they have opportunities for appropriate training and Continuing Professional Development that reflect the Higher Education ethos and focus of the University of Suffolk.
12. To have oversight of the Assessment Board process for all University of Suffolk joint awards of the University of East Anglia and the University of Essex.
13. To receive an annual report from the Partnerships Management Group.

Quoracy

The quorum for meetings of JAC shall be not less than half of the members, rounded up to a whole number.

Senate 15.1.955:	Minute 21(14)
Senate 15.6.95:	Minute 66(6)
Senate 21.1.98:	Minute 18
Senate 24.6.98:	Minute 40
Senate 28.6.00:	Minute 39
Senate 11.6.14:	Minute 34
Senate 07.06.17:	Minute 38