

## **ISD Education Board**

### **TERMS OF REFERENCE**

1. To take a strategic overview of the development and operation of ISD Services that support Education and Engagement activity<sup>1</sup>, identifying and agreeing Institutional priorities and strategic direction in order to inform the planning of an annual programme of work for ISD for approval by ISSC.
2. To oversee the development and operation of services required to support Education and Engagement activity, working closely and collaboratively with other committees and working groups as appropriate.
3. To review and comment on policy and procedures as appropriate.
4. To act as the primary stakeholder forum for ISD Services that support Education and Engagement activities.
5. To champion the development and implementation of ISD Services that support Education and Engagement activities in the wider University community.
6. To receive regular reports from the Director of Information Services on the development, implementation and operation of Services that support Education and Engagement activities.
7. To receive reports, as appropriate, from Directors of University Services, Heads of Central Divisions, ISSC, Learning and Teaching Committee or other ISD Boards.
8. To provide reports and recommendations to other University committees as appropriate; in particular ISSC, which has the overall strategic authority for ISD services.

### **MEMBERSHIP**

In all cases members may nominate an alternative.

- Pro-vice Chancellor (Academic) - Chair
- Academic Director of Taught Programmes

<sup>1</sup> Academic requirements of services that support the administration of education will be considered by this board, however consideration on prioritisation of work for administrative systems will reside with the Administrative Systems Board. In particular the allocation of resources for support and development of Blackboard falls within the ambit of the Administrative Systems Board, albeit decisions about how to develop Blackboard may well reside within the ambit of the Education Board.

- Associate Dean Teaching and Learning from each Faculty
- Director of University Services (Teaching and Learning)
- Dean of Students
- Student Union Academic Officer
- President of the Graduate Students Association
- Director of Information Services
- Library Director
- Assistant Director Faculty IT Support (ITCS)

In attendance:

- Two representatives of the Learning Technology team as required (ITCS)  
(one as secretary)
- Head of Resources (Library)

## **FREQUENCY OF MEETINGS**

The Board will meet 3 times a year and more frequently if there is a specific need. Minutes from each meeting will be reported to ISSC.