

## Learning, Teaching, & Research Committee Terms of Reference

Date first approved	23 <sup>rd</sup> September 2020
Review Officer	
First review date	February 2022
Second review date	April 2022
Date review approved by BOM	May 2022
Next review date	October 2022
<u>2023 Review Date</u>	<u>March 2023</u>
<u>2023-2024 Review Date</u>	

### Constitution

The Board of Management has established a committee known as the Learning, Teaching & Research Committee. The quorum for all meetings of the committee shall be:

- three board members, with
- at least one from the 'Other Board Members' group or the committee chair, with
- at least 50% of board members present being Independent Directors, whilst
- discounting any Ex-Officio members present

The Committee may be attended, at the invitation of the Chair by members of the Shetland UHI's academic and support staff or by external advisers. The purpose of such an invitation will be to provide specialist information and advice to assist the Committee in its deliberations. Individuals attending on this basis may not vote on any decision made by the Committee.

### Membership

Not less than five Board Members, including the prescribed roles of:

- Teaching Staff Director
- Local Student Director, the HISA Shetland Depute President
- Regional Student Director, as nominated by HISA.

The Principal is an ex-officio member

Chair	Karen Hall
Prescribed Board members	Student Director - <u><del>Vacant Sinead Lucock</del></u> Student Director – <u><del>Vacant Sue Beer</del></u> <u><del>Simon Clarke</del></u> – Teaching Staff Director - <u>Simon Clarke</u>
Other Board Members	John Goodlad - Independent Director <u><del>Lucy Wilson</del></u> – <u><del>Independent Director</del></u> Claire Christey – Independent Director <u><del>Chris Bolton</del></u> , – <u><del>Independent Director</del></u> <u><del>Valerie Nicolson</del></u> – <u><del>Independent Director</del></u>
Ex Officio	Principal – Jane Lewis
Staff in attendance	Board Secretary – Matt Sierocinski King

### Frequency of Meetings

The Committee shall meet no less than four times each year.

### Remit

The Committee has overall responsibility for monitoring the direction and performance of learning, teaching and research at the Shetland UHI.

The Learning, Teaching and Research Committee shall:

1. Oversee the development and implementation of the various strategies aligned to the committee and monitor their performance against targets

2. Recognise trends in education and research and recommend specific initiatives in the Shetland UHI.
3. Monitor student recruitment, retention and achievement and any actions identified
4. Monitor the progress of the annual Student Partnership agreement
5. Monitor data relating to the student experience and performance at the Shetland UHI
6. Ensure that the Shetland UHI continues to maintain and improve the quality of its provision.
7. Monitor the Shetland UHI's preparedness for the ongoing, external scrutiny of its provision.
8. Monitor the development of the Shetland UHI's International links
9. Monitor the Curriculum to ensure that the Shetland UHI meets the needs of students, stakeholders and the local community
10. Receive and consider information on research activity in the Shetland UHI including funding, curriculum support, student journey, professional development and stakeholder engagement
11. Review the results of the external verification visits carried out throughout the year
12. Monitor the level and type of complaints received
13. Receive regular reports from HISA and monitor the Shetland UHI response to student concerns.