

**BORDERS COLLEGE**  
**CURRICULUM AND QUALITY COMMITTEE**  
**TERMS OF REFERENCE**

**1 Constitution**

There will be a minimum of 5 Regional Board Members (one will be the Academic Staff Board Member and one Student Association Executive Member) and there may be other committee members co-opted as appropriate.

In attendance will be the Vice Principal Curriculum and Student Services and the Director of Business Improvement and Performance. Others may attend by invitation.

**1.1 Quorum:** Meetings shall be quorate if 3 members of the committee are Present, at least one of which should be an external member.

**1.2 Chair:** To be elected by the Regional Board.

**2 Terms of Reference**

**2.1** To discuss and monitor issues relating to development of the College's Academic Programme and wider curriculum;

**2.2** To monitor and review progress on the College's Strategic Education Objectives;

**2.3** To monitor the College's Key Performance Indicators relating to the performance of students, teaching and learning across the College;

**2.4** To consider the Evaluative Report and Enhancement Plan and recommend approval to the Regional Board;

**2.5** To receive reports annually on the work of the Senior Leadership Team (SLT);

**2.6** To monitor Student Satisfaction;

**2.7** To monitor College complaints and compliments;

**2.8** To monitor College arrangements for Student Representation;

**2.9** To monitor the Quality Assurance Strategy;

**2.10** To receive reports on curriculum visits by Regional Board Members on a bi-annual basis;

**2.11** To approve appropriate policies as directed by the Regional Board;

**2.12** To oversee the disbursement of the Trust Funds.

**3 Meetings**

The Committee shall meet at least once each term and more frequently as necessary.

**4 Reporting**

All members of the Regional Board shall receive a copy of the minutes of each meeting and the Chair of the Committee shall make an oral or written report at the following Regional Board meeting.