

BORDERS COLLEGE

CURRICULUM, QUALITY AND STUDENT EXPERIENCE COMMITTEE

TERMS OF REFERENCE

1. Constitution

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

In attendance will be the Vice Principal Student Experience, the Executive Director for Enterprise and Business Innovation and the Assistant Principal Curriculum and Quality. Others may attend by invitation.

1.1 Quorum: Meetings shall be quorate if three 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

The purpose of the Committee is to oversee the quality and standard of the curriculum provision, the student experience and relevant key performance indicators (KPIs). The Committee will also monitor the direction and performance of the Future Skills Strategy and the Business Growth and Employer Engagement Strategy to ensure that the needs and requirements of the learners, stakeholders and employers are being met.

Key Items:

- Oversight of Future Skills Strategy;
- Approval of Outcome Agreement and Evaluation and Enhancement Plan;
- Oversight of quality standards and KPIs;
- Oversight of the Business Growth and Employer Engagement Strategy;
- Monitor and oversee the Corporate Parenting Plan;
- Borders College Student Association (BCSA) relationship; and
- Oversight of Equality and Diversity plans and reports.

2.1 To oversee the Future Skills Strategy and ensure that the objectives are on target to being achieved and that the Strategy continues to meet the needs of learners, employers and stakeholders;

2.2 To ensure that the curriculum and skills offering meets Regional needs and is robust, future facing, relevant, innovative and of a high quality;

2.3 To oversee and approve, the Outcome Agreement for approval by the Regional Board;

- 2.4 To consider the Evaluation Report and Enhancement Plan and recommend approval to the Regional Board;
- 2.5 To oversee that the quality requirements of the Scottish Funding Council and Education Scotland are met;
- 2.6 To monitor progress towards College Key Performance Indicators (KPIs) and targets relating to the performance of students, teaching and learning across the College. To include student satisfaction scores, completion, retention, achievement and progression rates and rankings as well as access and inclusion reports and destination surveys;
- 2.7 To monitor College complaints and compliments handling and outcomes;
- 2.8 To oversee the Business Growth and Employer Engagement Strategy ensuring objectives are on target to being achieved and that the needs and requirements of stakeholders and employers across the Region are being met;
- 2.9 To oversee and monitor the Corporate Parenting Plan;
- 2.10 To receive reports from the Borders College Student's Association (BCSA) and oversee the relationship between Board and BCSA;
- 2.11 To oversee student welfare and guidance;
- 2.12 To approve the College Annual Equalities and Mainstreaming Report and Action Plan, and monitor progress against objectives;
- 2.13 To receive reports on Learning for Leading visits by Regional Board Members and monitor and oversee the management response to any items raised;
- 2.14 To oversee the disbursement of the George Heron Wilson Bequest and the Robert Noble Trust; and
- 2.15 To provide an annual report to the Regional Board

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 a report at the following Regional Board meeting.