



University of
Salford
MANCHESTER

Scheme of Academic Governance 2025/26

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1 INTRODUCTION

This document specifies the way the Scheme of Academic Governance works and outlines the overall shape of the Scheme at different levels within the respective terms of reference and constitution.

Council and its committees

The University's Charter establishes Council as the University's supreme governing body. Council is responsible for the management and administration of the revenue and property of the University and for the conduct of the affairs of the University. Council delegates to Senate functions relating to the planning, co-ordination, development and supervision of the academic work of the University, or other functions, as it sees fit. Further information on Council and its committees can be found at [The Council | University of Salford](#)

Senate and its committees

Senate and its committees operate specifically as instruments of academic governance. They make decisions that grant authority, define expectations or verify performance. They set out the standards and expectations of academic performance, both in terms of the academic standards of the University's awards and the quality of student learning opportunities. They monitor and review the academic performance of the University and identify measures to enhance academic practice.

Senate and its committees place special emphasis on the quality of the student experience and on enhancement through a drive for continual improvement and the sharing of good practice. The emphasis at Senate and its committees is on high level policy rather than detailed processing work.

Student Facing Panels

The Academic Handbook provides information regarding student facing panels that relate to academic appeals, student disciplinary cases and appeals, fitness to practice cases and appeals, academic misconduct and student complaints review: [Student facing policies and procedures | University of Salford](#)

School committees

The School committees are likewise concerned with academic governance. Accordingly, Schools have delegated authority to oversee academic quality, standards and enhancement in core operational teaching and learning, research and knowledge exchange, and ethics.

The University's [Committee Handbook](#) sets out in detail the operation of Senate and its committees, including the roles and characteristics of committee members, the form of publication and circulation of committee papers and guidance for committee secretaries. Further information on the Committee Handbook, including committee templates, is available on the [University Staff Hub](#).

Membership

Strong oversight and governance result from having members with the necessary mix of skills and contributions of multiple viewpoints when making decisions that affect the University at its most senior levels. The University therefore strives to achieve diversity of membership of Senate and its committees to ensure sound decision-making and the fulfilment of its governance duties. This includes external members who bring specific skills, knowledge, experience and an independent perspective to support the deliberation and decision-making responsibilities of Senate Committees.

The University's Scheme of Fees for external members is in line with the mandatory HMRC requirement for payments to reflect hourly rates and the number of hours undertaken to complete the work. The Scheme of Fees ensures that the hourly rate paid to external members is in line with the rate determined by the Living Wage Foundation which exceeds the National Living Wage rate. With effect from 1 April 2025, the fee is based on the hourly rate of £14.11 (including holiday pay), as follows:

Activity	Number of days	Number of hours	Total
Reading	1.5	12	£169.32
Attendance at Meeting	0.5	5	£70.55
Max		17	£239.87 inc. holiday pay

Any claims that exceed the time allocated for any of the activities will not be accepted without prior approval. Travelling time to and from the University may not be claimed.

2 SENATE AND ITS COMMITTEES

2.1 SENATE

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under University Ordinance 3: for Senate, the body is confirmed with responsibility to Council for the oversight of teaching, learning, education and research, and the maintenance of the academic quality and standards of the University.

Senate is the principal academic body and academic authority of the University. It will govern education, research and student matters sustainably, inclusively and transparently in support of the University strategy, values and compliance duties.

Where allowable, Senate may delegate decision-making and oversight to its sub-committees or elsewhere to assist in discharging its duties. Further information is set out in the University's Scheme of Delegation for Senate and its committees.

Senate has no direct budgetary control or financial decision-making authority.

Duties

1. To develop and oversee the University's academic strategies in relation to education, research, student experience, enterprise and knowledge exchange and partnerships and to oversee their planning and performance.
2. To review and monitor the student academic and non-academic experience through a range of sources and, through that, to provide assurance to Council and other relevant bodies on the quality of the University's standards and awards and the student experience.
3. To advise Council, through University Leadership Team, on major business proposals affecting the academic work of the University, including the academic structure of the University.
4. To oversee the University's awards and revocation of awards, as appropriate.
5. To ensure statutory and regulatory compliance with the relevant bodies (e.g. Ofsted, Office for Students, Research England)
6. To actively consider equity, diversity and inclusion in the conduct of its business.
7. To monitor and enhance its own effectiveness and that of its committees across the Scheme of Academic Governance.

Senate delegates its authority:

1. For the oversight and approval of admission of students to Student Recruitment and Admissions Committee;
2. For the oversight and approval of the University regulations and policies governing the standards of its awards to the Quality and Standards Committee
3. For the oversight and approval of initiatives to support of the student experience and learning and teaching activities to the Education and Student Experience Committee
4. For the oversight and approval of initiatives to support of research, knowledge exchange and enterprise and ethics to the Research Enterprise and Innovation Committee
5. For the oversight and management of the academic portfolio to Academic Portfolio Committee
6. For oversight and approval of collaborative provision to Partnerships Committee

With Council, authority for the awarding and revocation of honorary awards is delegated to the Honorary Awards Committee.

Constitution

18 x Ex officio

Vice-Chancellor (Chair)

Deputy Vice-Chancellor and Provost (Deputy Chair and Chair of Academic Portfolio Committee)

Pro Vice-Chancellor Partnerships and Global Engagement (Chair of Partnerships Committee)

Pro Vice-Chancellor Education and Student Experience (Chair of Education and Student Experience Committee)

Pro Vice-Chancellor Research and Knowledge Exchange (Chair of Research Enterprise and Innovation Committee)

Chief Academic Services Officer and University Secretary (Chair of Quality and Standards Committee, and Admissions and Student Recruitment Committee)

Pro-Vice Chancellor, Social Justice and Equity

Pro Vice-Chancellor & Dean, Salford Business School
Pro Vice-Chancellor & Dean, School of Arts, Media and Creative Technology
Pro Vice-Chancellor & Dean, School of Health and Society
Pro Vice-Chancellor & Dean, School of Science, Engineering and Environment
Chief Strategy and Data Officer
Associate Pro Vice-Chancellor, Education and Student Experience
Academic Registrar
Director of Library and Student Futures
Director of the Doctoral School
Director of Student Experience and Support
Director of Learning and Teaching

20 x University Staff

Representatives from each School nominated by the PVC & Dean of School 1 per School (4)
Representatives elected by and from the academic staff of the School 1 per School (4)
Representatives elected by and from the academic staff (12)

3 x Student Representatives

Nominees of the Students' Union Trustee Board from amongst the student officers (3)

Frequency

At least four ordinary meetings per academic year.

Secretariat

Provided by Academic Registry

2.2 ACADEMIC PORTFOLIO COMMITTEE (APC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under authority delegated from Senate, Academic Portfolio Committee is responsible for the direction and oversight of the University's academic portfolio, in order to manage, grow and develop programmes in line with the University Strategy.

Where allowable, APC may delegate decision-making and oversight to its sub-committees or elsewhere to assist in discharging its duties.

Duties

1. To maintain an outcome focused, holistic and strategic overview of the University's academic portfolio and its performance against agreed indicators and take appropriate action aligned to this review.
2. To direct approval or withdrawal of programmes in line with the University's strategic direction and APC's principles, to ensure the growth of the portfolio is driven by market insight.
3. To consider strategic cases for new programmes where proposed by Schools.
4. To consider suspension or withdrawal of programmes where proposed by Schools.
5. To direct the APC sub-committee to review full business case proposals once commissioned or approved by APC.
6. To actively consider equity, diversity and inclusion in the conduct of its business.
7. To monitor and enhance its own effectiveness and that of its sub-committees.

Constitution

Senate members (4)

Deputy Vice-Chancellor and Provost (Chair)
Pro Vice-Chancellor Education and Student Experience
Chief Academic Services Officer and University Secretary
Chief Strategy and Data Officer

Ex officio (4)

Deputy Deans of School (4) (including Chair of APC sub-committee)

In attendance

Head of Market and Customer Insight

Frequency

Bi-monthly.

Secretariat

Provided by Academic Registry

2.3 EDUCATION AND STUDENT EXPERIENCE COMMITTEE (ESEC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under authority delegated from Senate, Education and Student Experience Committee is responsible for all aspects of the student experience and learning and teaching activities. This includes the Access and Participation Plan (APP) and associated delivery.

ESEC is accountable to Senate for delivery of the Education Delivery Plan (EDP) of the University Strategy, and for oversight of the Teaching Excellence Framework (TEF).

Where allowable, ESEC may delegate decision-making and oversight to its sub-committees or elsewhere to assist in discharging its duties.

Duties

1. To be responsible to Senate for the development and delivery of the University's approach to learning, teaching and the student experience and its consistent implementation across the academic portfolio for best effect.
2. To ensure the University's approach to learning, teaching and student experience considers key activities and enhancements to support the continuation, completion and progression of students, including oversight of transitions into the University.
3. To ensure appropriate learning support is in place for students and academic staff, including the delivery of the University's virtual and physical space to support learning and teaching.
4. To oversee the development, implementation and monitoring of the University's policies and procedures related to learning and teaching and the student experience.
5. To promote and enhance student partnership through effective mechanisms for student engagement within the curriculum and ensure student voice is systematically collected and used to improve the student academic and non-academic experience.
6. To oversee and manage the University's approach to access and participation, including the Access and Participation Plan (APP).
7. To actively consider equity, diversity and inclusion in the conduct of its business.
8. To monitor and enhance its own effectiveness and that of its sub-committees.

Sub-committees

- Access and Participation Sub-Committee
- Skills Sub-Committee
- EdTech Sub-Committee
- Data in Education Sub-Committee
- School Education and Standards Committees (dual reporting to Quality and Standard Committee as appropriate)

Constitution

Senate members (8)

Pro Vice Chancellor, Education and Student Experience (Chair)

Associate Pro Vice Chancellor, Education and Student Experience (Deputy Chair)

Chief Academic Services Officer and University Secretary

Director of Learning and Teaching

Academic Registrar

Director of Student Experience and Support

Director of Library and Student Futures

Ex officio (9)

Associate Deans Academic (Student Experience) x 4

Chair, Skills Sub-Committee

Chair, Access and Participation Sub-Committee

Chair, EdTech Sub-Committee

Chair, Data in Education Sub-Committee

Deputy Director, Strategy

Head of EDI Culture Change

Education for Sustainable Development Officer

Apprenticeships Academic Lead and Ofsted Nominee

Welcome and Transitions Lead

Appointed members (10)

Representatives from each School nominated by the PVC & Dean of School, 2 per school (8)
Nominees of the Students' Union Trustee Board from amongst the student officers (2)

Elected members (2)

Two members elected by and from the academic staff

Co-opted (up to 2)

The Committee may co-opt up to two members from outside the University with relevant and appropriate expertise.

The Committee may co-opt from the University community, as appropriate according to business, from under-represented groups and/or to include additional skill sets

Frequency

At least four ordinary meetings per academic year.

Secretariat

Provided by Academic Registry

2.4 HONORARY AWARDS COMMITTEE (HAC)

Reports to: Senate and Council
Purpose <p>Honorary Awards Committee is a joint committee of Council and Senate. The Committee receives delegated authority on behalf of those two bodies to consider candidates for the award of honorary degrees, honorary fellowships and University medals, ensuring that all such awards are conferred on individuals whose achievements and activities are resonant with the core values of the University, and that candidates considered, and awards conferred, reflect the range of academic endeavour in which the University is engaged.</p>
Terms of Reference <ol style="list-style-type: none">1. To consider and approve candidates nominated for honorary degrees on behalf of Senate and Council.2. To consider and make recommendations as appropriate to Governance, Nominations and Ethics Committee (and thereafter to Senate and Council) concerning the range of honorary awards and titles (and relevant qualifying criteria).3. To ensure that successfully nominated candidates meet the criteria as set out in the relevant regulations and Code of Practice for Honorary Awards.4. To consider and approve any other matters relating to the conferment of honorary awards as may be appropriate including the rescinding of awards previously bestowed by the University.
Constitution and Membership: <p>4 x ex officio members Vice-Chancellor (Chair) 1 Deputy Vice-Chancellor 1 Chair of Council 1 Deputy Chair of Council 1</p> <p>6 x elected/appointed members Appointed Independent Council members 3 Elected/appointed member of Senate 1 Ex officio (appointed) member of Senate 1 Student member of Council 1</p>
Sub-committees/ Panels None
Frequency of Meetings At least twice a year

2.5 PARTNERSHIP COMMITTEE (PC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under authority granted by Senate and the University Leadership Team, the Partnership Committee is responsible for the oversight and approval of all academic partnerships and non-academic partnerships, including civic, which align with the University Strategy.

(NB: This authority does not include knowledge exchange partnerships, which are managed elsewhere. A joint session with the KE & Industry Partnership Committee will be held once per year to explore synergies.

Partnership Committee is accountable to Senate and the University Leadership Team for delivery of aspects of the International and Civic Delivery Plans of the University Strategy.

Partnership Committee is responsible to Quality and Standards, Education and Student Experience and Research, Enterprise and Innovation Committees as applicable through its duties.

Duties

1. To set the direction for the development of collaborative partnerships (academic and non-academic) of the University, in line with the University's Strategy, and with internal and external environments, with due regard to reputational and financial risk factors;
2. To oversee the portfolio of collaborative arrangements across the University, and approve new partnerships, as well as renewal and termination of existing partners, undertaking appropriate due diligence and considering resource implications;
3. To oversee the key performance indicators of the University's partnership arrangements, including viability and the quality of student experience (where appropriate);
4. To consider and approve the inclusion of existing academic programmes in existing partnerships with due regard to risk and quality of student experience;
5. To oversee activities relating to student mobility, including exchanges, study abroad and other collaborations, and to enhance opportunities to support this;
6. To oversee the performance of agents acting on behalf of the University;
7. To maintain the register of partnerships across the University;
8. To consider any pledges or accreditations to ensure that any approved are in line with the University Strategy;
9. To consider changes in external policy and compliance requirements relating to academic partnerships and advise Quality and Standards, Education and Student Experience and Research, Enterprise and Innovation Committees as appropriate;
10. To regularly review the operation and effectiveness of the University's academic collaborative provision procedures, making recommendations to Quality and Standards Committee as appropriate;
11. To actively consider equity, diversity and inclusion in the conduct of its business.
12. To monitor and enhance its own effectiveness and that of its sub-committees.

Constitution

Senate members x 3

Pro Vice Chancellor Partnerships and Global Development (Chair)

Associate Pro Vice-Chancellor, Education and Student Experience

Academic Registrar

Ex officio x 23

Associate Deans International (4)

Associate Deans Research and Enterprise (4)

Director of International and Regional Development

Director of Legal Services

Assistant Director of Finance (Academic and Commercial)

Deputy Director of Strategy

Partnerships Manager

Director of International Development

Head of Academic Quality Management

Director of Commercial Services

Director of Strategic Partnerships

Head of Philanthropy, Alumni & Supporter Engagement

Head of Corporate Social Responsibility

Representative from the Office for Civic Engagement

Representative of the Equity, Diversity and Inclusion Team
Nominees of the Students' Union Trustee Board from amongst the student officers x 2

Frequency

Quarterly

Secretariat

Provided by Academic Registry

2.6 QUALITY AND STANDARDS COMMITTEE (QSC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under authority delegated from Senate, Quality and Standards Committee is responsible for the regulations, policies and procedures governing the quality and standards of the University's academic awards (except where honorary).

QSC is accountable to Senate for the approval of the University's regulations and of new awards entered to the regulations for both taught and PGR provision.

Where allowable, QSC may delegate decision-making and oversight to its sub-committees or elsewhere to assist in discharging its duties.

Duties

1. To oversee, manage and evaluate the policies, procedures, regulations and frameworks regarding academic quality assurance and standards and the administration of the curriculum.
2. To oversee the compliance of all awards and programmes with external requirements relating to quality and standards (including Office for Students; Ofsted) and to have oversight of the accreditation of professional, statutory and regulatory bodies.
3. To oversee, manage and evaluate policies and procedures for the validation, amendment, monitoring, review and withdrawal of taught provision, including teach-out.
4. To oversee and assure the quality of the arrangements of assessment, including external examining and operation of assessment boards.
5. To actively consider equity, diversity and inclusion in the conduct of its business.
6. To monitor and enhance its own effectiveness and that of its sub-committees.

Sub-committees

- Academic Audit Sub-Committee
- Special Cases Sub-Committee (authority on exceptions to the regulations)
- School Education and Standards Committees (dual reporting to Education and Student Experience Committee as appropriate)
- Assessment Boards
- Postgraduate Research Award Board

Constitution

3 x Senate members

Chief Academic Services Officer and University Secretary (Chair)

Academic Registrar (Deputy Chair)

Pro Vice-Chancellor for Education and Student Experience

Director of Doctoral School

9 x Ex officio members

Associate Deans Academic: Quality x 4

Associate Deans Research: x 4

Chair, Academic Audit Sub-Committee

Chair, Special Cases Sub-Committee

University Lead Programme Validation Panel Chair

Head of Academic Quality Management

Deputy University Apprenticeship Lead and Deputy Ofsted Nominee

1 x partner organisation

Director of Quality Assurance and Enhancement, British University Bahrain

10 x Appointed members

Representatives from each School nominated by the PVC & Dean of School, 2 per school

Student nominees of the Students' Union Trustee Board

2 x Elected members

Members elected by and from the academic staff

Co-opted (up to 2)

The Committee may co-opt up to two members from outside the University with relevant and appropriate expertise.

The Committee may co-opt from the University community, as appropriate according to business, from under-represented groups and/or to include additional skill sets

Frequency

At least four ordinary meetings per academic year.

Secretariat

Provided by Academic Registry

2.7 RESEARCH ENTERPRISE AND INNOVATION COMMITTEE (REIC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under authority delegated from Senate, Research Enterprise and Innovation Committee is responsible for all aspects of research, knowledge exchange, enterprise and academic ethics.

REIC is accountable to Senate for the delivery of the Research and Knowledge Exchange Delivery Plans of the University Strategy, and for oversight of the Research Excellence Framework (REF) and Knowledge Exchange Framework (KEF)

Where allowable, REIC may delegate decision-making and oversight to its sub-committees or elsewhere to assist in discharging its duties.

Duties

1. To support and promote a vibrant research and innovation culture at the University, delivering excellence across the research environment, including the dissemination of good practice, interdisciplinarity, partnerships and collaborations, and embedding equity and diversity at the heart of all research activities.
2. To review and advise on strategies and policies supporting the delivery of high quality and impactful research and innovation and to grow research intensity and income in alignment with the University Strategy and the Research & Knowledge Exchange Delivery Plans.
3. To be responsible for the oversight and performance of the University's institutional approaches to innovation, knowledge exchange and public engagement with research, including through monitoring of the Research Policy Schedule and Research & Knowledge Exchange Risk Register.
4. To keep under review the implementation of the University's Academic Career Framework considering the impact on equity of the training and career development of research students and staff in research and innovation.
5. To support the development of equity within the research environment with a focus on relevant goals outlined in the university's EDI Statement of Ambition and EDI accreditations.
6. To receive and approve recommendations from the Academic Ethics and Research Integrity Subcommittee (AERIsC) for changes to the Research Integrity Policy in line with the regulatory landscape. Including the Annual Statement on Compliance with the Concordat to Support Research Integrity.
7. To monitor and analyse data regarding research student admissions, registration and progression from schools, and to keep under review the University's performance regarding OfS assessments.
8. To actively consider equity, diversity and inclusion in the conduct of its business.
9. To monitor and enhance its own effectiveness and that of its sub-committees.

Sub-Committees:

School Research Enterprise and Innovation Committees (SREIC)
Academic Ethics and Research Integrity sub-committee (AERIC)
Research Governance Working Group (RGWG)

Constitution

2 x Senate members

Pro Vice-Chancellor for Research and Knowledge Exchange (Chair)
Director of Doctoral School

12 x Ex officio members

Associate Pro Vice-Chancellor for Knowledge Exchange (Deputy Chair)
Associate Dean Research and Innovation from each School (4)
Associate Dean Knowledge Exchange from each School (4)
Director of Research and Knowledge Exchange
Associate Director of Research and Knowledge Exchange
Chair, Academic Ethics and Research Integrity Subcommittee

2 x Appointed members

Representative of Library Research Support
Nominee of the Students' Union Trustee Board from amongst the PGR student officers

Co-opted (up to 2)

The Committee may co-opt up to two members from outside the University with relevant and appropriate expertise.
The Committee may co-opt from the University community, as appropriate according to business, from under-represented groups and/or to include additional skill sets
Frequency
At least four ordinary meetings per academic year
Secretariat
Provided by Research and Knowledge Exchange Directorate

2.8 STUDENT RECRUITMENT AND ADMISSIONS COMMITTEE (SRAC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under the delegated authority of Senate, Student Recruitment and Admissions Committee is responsible for strategic direction, policy and procedure in relation to the marketing, recruitment and admission of students to undergraduate and postgraduate provision, including schools and college liaison and outreach.

SRAC is accountable to Senate for the admission of students to the University.

Where allowable, SRAC may delegate decision-making and oversight to its sub-committees or elsewhere to assist in discharging its duties.

Student Recruitment and Admissions Committee is responsible to Academic Portfolio Committee and University Leadership Team as applicable through its duties.

Duties

1. To set the strategic direction for the admission and recruitment of students to the University in line with the University's Strategy, and in line with internal and external environments.
2. To ensure that annual student recruitment targets align with the student number planning process and the University's ambitions for size and shape.
3. To oversee data and management information deployment relating to admissions and student recruitment and ensure that the most accurate and timely information is presented to the University Leadership Team (ULT) and Senate.
4. To oversee and set direction for the University's admissions entry requirements, including tariff and English language requirements, both in the main cycle and Confirmation and Clearing.
5. To oversee and set the direction for offer making strategies, aligned to the UUK Code of Fair Admissions and any other external guidance or regulation.
6. To inform the Academic Portfolio Committee of any risks to student recruitment and to feed into any portfolio review undertaken by that Committee.
7. To oversee the fee setting process for recommendation to the ULT.
8. To oversee the setting and deployment of undergraduate and postgraduate scholarships and bursaries.
9. To understand and take account of compliance with external bodies including UKVI and safeguarding in admissions and recruitment strategies.
10. To actively consider equity, diversity and inclusion in the conduct of its business.
11. To monitor and enhance its own effectiveness and that of its sub-committees.

Constitution

1 x Senate members

Chief Academic Services Officer and University Secretary (Chair)

15 x Ex officio

School Directors of Admissions (4)
Associate Deans International (4)
Head of Admissions
Associate Director of Student Recruitment
Associate Director Marketing and Digital
Head of International Recruitment
Head of Market and Customer Insight
Director of Finance
Deputy Director of Strategy

Frequency

At least four ordinary meetings per academic year.

Secretariat

Provided by Academic Registry

3 SUB-COMMITTEES

3.1 ACADEMIC AUDIT SUB-COMMITTEE (AASC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under the delegated authority of Senate and QSC, the AASC provides advice to QSC on the effectiveness of the University's academic activities by undertaking academic audit on the operation of University academic regulations, policies and procedures and recommending improvements in quality processes where appropriate.

Through academic audit activities, AASC also promotes enhancement of the student learning experience through the identification and dissemination of good practice across the University and its partner organisations.

AASC is accountable to the Quality & Standards Committee. For Council assurance on academic audit, AASC will report to Audit and Risk Committee through QSC.

Duties

1. To establish panels of academic auditors and to agree with QSC a rolling programme of thematic audits relating to academic quality and standards and the enhancement of student learning experience.
2. To approve the objectives, scope and timeline for each internal audit at the start of each audit and monitor progress throughout the audit, approving any changes to objectives, scope and timeline as deemed appropriate.
3. To approve the final report from the audit panel before submission to QSC.
4. To commission independent advice on matters relating to academic quality and standards from external practitioners to establish benchmarks against which the University's quality processes may be evaluated.
5. To report to QSC on the outcome of academic audits and recommend actions to effect improvements to the regulations, policies and procedures under consideration.
6. To identify and disseminate good practice arising from the AASC recommendations, as implemented and/or delegated by QSC to relevant committees and University groups accordingly.

Constitution

5 x ex officio members

Nominee of the Vice-Chancellor (Chair)

Director of Learning and Teaching

Associate Pro Vice-Chancellor, Education & Student Experience

Deputy Director, Strategy

Academic Support Manager (L&T), Library

9 x appointed members

Representatives from each School nominated by PVC & Dean of School 2 per School

Nominee of the Students' Union Trustee Board from amongst the student officers

Academic Audit Panels

Academic Audit Panels will be constituted with members drawn from all four Schools and from Professional Services, as appropriate

Co-opted

Members of academic or professional services staff to be co-opted by the Sub-committee to support specific audit activities as and when required

Frequency

At least four ordinary meetings per academic year.

Secretariat

Provided by Academic Registry

3.2 ACADEMIC ETHICS AND RESEARCH INTEGRITY SUB-COMMITTEE (AERISC)

Authority and Purpose

Under the delegated authority of Senate and Research, Enterprise and Innovation Committee (REIC), AERISC is responsible for the oversight and promotion of good practice in ethics review and conduct in independent research, underpinned by a culture of high standards of research integrity.

The Sub-Committee provides strategic oversight of research integrity at the University, including research elements of teaching. The Sub-Committee is responsible for overseeing the development of robust academic ethics and research integrity policies, procedures and systems. The Sub-Committee will ensure those policies and procedures enable staff and students to raise concerns about unethical behaviours or practices in research activities.

AERISC is accountable to the Research, Enterprise and Innovation Committee.

Duties

1. To develop, implement and review the University's policies and processes on academic ethics and research integrity.
2. To promote and facilitate the principles of equity, diversity and inclusion into the University's ethics and research integrity policies and processes, in line with the University's commitments as outlined in its Statement on Equity, Diversity and Inclusion.
3. To consider the implications of any changes in the research integrity policy and regulatory landscape and to make recommendations to Research, Enterprise & Innovation Committee, as appropriate.
4. To prepare the University's compliance with the Concordat to Support Research Integrity for sign off by the Research, Enterprise & Innovation Committee at the first meeting of a new academic year.
5. To inform institutional responses to national and international developments relating to academic ethics and research integrity matters.
6. Alongside the Education & Student Experience Committee which has oversight for Taught Programme Ethics operations, to ensure the effective operation of academic ethics review in accordance with agreed institutional policies, processes, codes of practice and guidelines.
7. To promulgate awareness of institutional policies, procedures, codes of practice and guidelines and to report to the Research, Enterprise & Innovation Committee on appropriate and adequate training and development requirements.
8. To receive any pertinent information reports from the Schools, highlighting ongoing activities and best practice examples of the promotion of research integrity across both research and research elements of teaching.
9. To prepare and report to the Research, Enterprise & Innovation Committee anonymised summaries of allegations or discoveries of research misconduct and to provide guidance on research integrity and governance considerations arising from investigations.
10. To ensure the consideration of equity, diversity and inclusion in the conduct of its business.
11. To evaluate annually its performance.

Sub- committees/ Panels

Infonetica Steering Group
Ethics Community of Practice

Constitution

12 x ex officio members

Senior Research Academic, nominated* (Chair) (1)
Chairs of Research Ethics (4)
Chairs of Taught Ethics (4)
Research Governance Manager (1)
Doctoral School Manager (1)
Research Data Manager (1)

3 x Student Representatives

Nominees of the Students' Union Trustee Board from amongst the student officers:
Taught programme 1
PGR Research programme (2)

Co-opted

Members of professional services staff to be co-opted by the Sub-committee as expertise required by business.

*nominated by Chair of REIC

Frequency

At least three meetings per academic year.

Secretariat

Provided by Research & Knowledge Exchange Directorate

3.3 SKILLS SUB-COMMITTEE (SSC)

Regulations relating to this committee are determined by the University's [Standing Orders for Committees](#)

Authority and Purpose

Under the delegated authority of Senate and Education and Student Experience Committee (ESEC), SSC is responsible for the oversight of the academic quality and student experience of the University's skills training provision, including apprenticeship programmes and higher technical qualifications, and compliance with appropriate external regulatory bodies.

SSC is accountable to the Education and Student Experience Committee.

Duties

1. To act as the senior governance and strategic body responsible for apprenticeships and higher technical skills development at the University;
2. To advise on policy and strategy, based on an understanding of context, strengths and weaknesses, to support the continued growth of apprenticeships and higher technical skills across the University;
3. To oversee compliance with the relevant regulatory bodies for apprenticeships and higher technical skills, including oversight of plans designed to ensure external quality assurance;
4. To monitor related data and management information in the delivery of such programmes and undertake action for continuous improvement, escalating matters of risk appropriately to Senate and its senior committees for action;
5. To consider and oversee matters of student experience and quality assurance related to apprenticeships and higher technical skills programmes, escalating to ESEC appropriately;
6. To consider and report to ESEC on such matters that may be referred to the Committee in relation to apprenticeships and higher technical skills;
7. To ensure the consideration of equity, diversity and inclusion in the conduct of its business including a focus on students with special educational needs and/or disabilities (SEND);
8. To evaluate annually its performance.

Sub- committees/ Panels

University Apprenticeship Operations Group

Constitution

12 x ex officio members

Deputy Deans (4) one of whom is nominated as Chair of SSC by the Chair of ESEC

Director of International and Regional Development

University Apprenticeships Academic Lead and Ofsted Nominee

Director, Greater Manchester Institute of Technology

Head of Academic Quality Management

Academic Registrar

Director of Marketing and External Relations

Deputy Director of Strategy

Higher Technical Skills Lead, LTEC

Associate Director Organisational Development, Culture and Change, Human Resources

Student Representatives

Nominee of the Students' Union Trustee Board from amongst the student officers

Frequency

Bi-monthly

Secretariat

Provided by International & Regional Directorate

3.4 POSTGRADUATE RESEARCH AWARD BOARD (PRAB)

Reports to: Senate

Purpose

The Postgraduate Research Award Board approves the progression and conferment of the award of qualification for postgraduate research programmes, and monitors progression and completion rates on the same.

Terms of Reference

To confirm progression on postgraduate research programmes.
To confer awards on postgraduate research programmes.
To confirm reductions in time of full-time candidatures on doctoral level awards. This is not eligible for Professional Doctorates.
To confirm transfer to another research award or termination of candidature or progression on a research programme.
To make recommendations to Senate on the conferral of posthumous postgraduate research awards.
To report to REIC/Senate on postgraduate research programmes about student progression and achievement, including completion rates.

Constitution and Membership

7 x ex-officio members

Director of Doctoral School (Chair)
School PGR Directors or deputy x 6 (one of which may deputise for the Chair if required)

Optional

Pro Vice-Chancellor, Research and Knowledge Exchange
PVC & Dean(s) of School
Deputy Dean(s) of School
Associate Deans (Research & Innovation)
Chair(s) of School Research Enterprise and Innovation Committee

Invited

Members who assist the Board for specific purposes but who do not have decision-making and voting powers.

Serviced by Student Administration

Panels

Academic Appeal Panel
Student Disciplinary and Student Disciplinary Appeal Panel
Fitness to Practise Panel and Fitness to Practise Appeal Panel
Fitness to Study Panel and Fitness to Study Appeal Panel

Frequency of Meetings

At least four meetings per year, timed against student entry and exit points

3.5 STUDENT EXPERIENCE OPERATIONS TEAM (SEOT)

Reports to: Education and Student Experience Committee (ESEC)
Purpose To be responsible, on behalf of ESEC, for the key operational activities that impact on the student experience, aligned to the strategic priorities set by ESEC. The Board will operate within the University's Equity, Diversity and Inclusion Statement of Ambition to ensure a student experience for the benefit of all.
Terms of reference To provide operational oversight of the delivery of all elements of professional services work that supports enhancing the student journey. To set, own and regularly review service standards across all professional services touchpoints. To drive innovation in service design and delivery ensuring that best practice is embedded into all professional services delivery. To co-ordinate, monitor and review the operational service plans from professional service teams to ensure they align to the University's strategic objectives and initiatives from ESEC. To share information and best practice, discussing issues of common interest and addressing issues that run across professional services and their intersection with the academic Schools. To propose areas/projects for organisational development by upward escalation to ESEC to support student outcomes To externally benchmark (not limited to the sector) the work of the professional service teams ensuring they deliver effective and efficient services and provide value for money to the University. To set professional standards of working and customer service and regularly review and monitor progress. To operate with due regard to the University's Equity, Diversity and Inclusion Statement of Ambition to ensure an equitable student experience for the benefit of all.
Constitution and Membership 11 x ex officio members Director of Student Administration (Chair), School Operations Managers x 4 Associate Deans Academic, Student Experience x 4 Associate PVC, Education and Student Experience Representatives from the Students' Union Trustee Board x 2 In attendance: Representatives from professional services: Marketing, Recruitment and External Relations Admissions Student Administration Student Experience and Support Library and Student Futures Finance Services Estates & Facilities Human Resources International & Regional Development Programme Management Office Learning and Teaching Enhancement Centre Quality Management Office Digital IT Equity, Diversity and Inclusion Minuting Secretary (Student Administration)
Frequency of meetings: Monthly
Sub-Committees: None

3.6 PROGRAMME VALIDATION PANEL

Reports to	Quality and Standards Committee
Purpose	
<p>The role of the Programme Validation Panel is to ensure the programme approved is of a high academic quality and that this quality is maintained and enhanced when the programme is presented for consideration at Periodic Programme Review and Re-approval (PPRR).</p> <p>The Panel has responsibility for ensuring that programmes offered on-campus and at UK and overseas partner institutions comply with the OfS Conditions of Registration, the University's Academic Regulations, Policies and Procedures and that an appropriate learning environment is provided.</p>	
Terms of Reference	
<ol style="list-style-type: none">1. To approve proposals for new programmes and major amendments to existing programmes.2. To consider the periodic review and re-approval of programmes and partnership arrangements.3. To oversee the programme withdrawal process.	
Constitution	
<p>The Panel comprises members of staff drawn from across the University, normally serving for a number of years. It includes suitably experienced members appointed to the role of Chair and students nominated by the Students' Union Trustee Board. A representative from the University Apprentice Operations Group participates as a panel member for apprenticeship programmes. External academic subject experts also participate as panel members. An additional external panel member may also join the panel to represent professional or employer interests. The quorum requires three members in attendance, including the Chair.</p>	
<p>Serviced by the Quality Management Office</p>	
Frequency of Meetings	
<p>All members will meet at least once a year for briefing and discussion and to share practice.</p> <p>As noted above, Panel members will be appointed for specific events (for the academic approval of programmes, major programme amendments and consideration of periodic programme reviews and re-approvals) and will meet as required for these.</p>	
Panels: None	

4 SCHOOL COMMITTEES

4.1 SCHOOL RESEARCH, ENTERPRISE AND INNOVATION COMMITTEE (SREIC)

<p>Reports to: Research, Enterprise, and Innovation Committee (REIC)</p>
<p>Purpose</p> <p>The School Research, Enterprise and Innovation Committee is responsible on behalf of University's Research, Enterprise, and Innovation Committee for the development and enhancement of research, innovation, knowledge exchange, commercial and social entrepreneurship, and public engagement.</p>
<p>Terms of Reference</p> <p>To advise the Research, Enterprise, and Innovation Committee on the development and implementation of School strategies supporting the delivery of high quality and impactful research and enterprise in alignment with the University's Innovation Strategy, and to evaluate progress against those core strategies and plans.</p> <p>To support and promote a vibrant research and enterprise culture within the School, delivering excellence across the innovation environment, including the dissemination of good practice, interdisciplinarity, partnerships and collaborations, and embedding equality and diversity at the heart of all activities.</p> <p>To support the enhancement of Equity, Diversity, and Inclusion in all relevant areas of the Committee's business.</p> <p>To monitor the implementation of the University's policy and strategy relating to external quality assessment exercises (such as the Research Excellence Framework - REF) and the Knowledge Exchange Framework - KEF), and to evaluate their outcomes within the context of the School.</p> <p>To be responsible for monitoring, especially in the event of staffing changes potentially impacting on supervision, the provision of adequate supervision, guidance and training and, with the support of the relevant PVC Dean of School, equipment and facilities for each candidate to study in the School.</p> <p>To monitor the progress from data received regarding research student admissions, registration and progression, and to keep under review the school's performance regarding OfS assessments. The University, through the Postgraduate Research Awards Board (PRAB) shall review and ratify decisions on progression and award.</p> <p>To receive information of any Doctoral Level candidates who may be transferred to an alternative award subject to the recommendation of the SREIC and approval of the PRAB.</p> <p>To advise the School Executive and to provide it, where appropriate, with recommendations relevant to the purposes of the Committee.</p> <p>To receive appropriate matters from the University Library.</p> <p>. To report to the University Research, Enterprise, and Innovation Committee on appropriate matters within its remit.</p>
<p>Constitution</p> <p>Ex officio</p> <p>Associate Dean of Research & Innovation (ADRI) (Co-Chair)</p> <p>Associate Dean of Enterprise & Engagement (ADEE) (Co-Chair)</p> <p>PGR Director/Lead or nominee</p> <p>Research Centre Lead(s)</p> <p>REF/Impact Lead</p> <p>KEF Lead</p> <p>EDI Lead</p> <p>University Library representative</p>
<p><u>Five ex officio members must be present at the meeting to ensure quoracy.</u></p>
<p>Nominated</p> <p>Two postgraduate research student representatives*</p>

*Where business relates to individual student or staff data, the meeting may be restricted to University of Salford

staff only.

In attendance

Doctoral School PGR Support Officer

Funding Development Team representative

Strategic Partnership Manager and/or Business Development Manager

Early Career Researcher

Technician (where relevant to the School).

Additional staff members where a specific need is identified against the business of the Committee.

Serviced by School-Administrator

Frequency of Meetings: At least three times a year

Panels

Postgraduate Research Awards Board (PRAB)?

PGR Forum?

Public & Community Engagement Forum

REF & KEF Steering Groups

4.2 SCHOOL EDUCATION AND STANDARDS COMMITTEE

Reports to: Quality & Standards Committee (QSC); Education & Student Experience Committee (ESEC); School Executive

Purpose

The School Education and Standards Committees are responsible on behalf of the Quality and Standards Committee and the Education & Student Experience Committee for overseeing the development, implementation and monitoring, learning, teaching, assessment and feedback, and the management and maintenance of academic standards of University taught awards within the School.

In fulfilling this purpose, School Education and Standards Committee takes direction and provides reports to the Quality and Standards Committee and Education and Student Experience Committee on matters relating to learning, teaching and the taught student experience.

Terms of Reference

1. To ensure the implementation of institutional and school strategic approaches to learning, teaching, assessment and feedback and associated operational plans and to monitor progress towards achieving related school objectives, performance benchmarks and targets associated with taught provision.
2. To review reports and evidence driven assessments of quality in teaching and learning (including PMEP or similar, external examiner reports, PSRBs, employer/industry boards, etc), progressing appropriate actions and referring significant matters to the School Executive/QSC/ESEC for consideration and resolution as appropriate.
3. To monitor student attainment and outcomes on all taught provision through robust mechanisms measuring impact and outcomes, with a focus upon access, retention, progression, achievement and employability, taking action to address performance in programmes and modules that fall below determined thresholds. These actions may include recommendation to Academic Development and Number Planning Committee (ADNPC) to withdraw, suspend or continue delivery with any caveats.
4. To review student enrolment and graduate destinations data for all taught programmes, taking account of different student cohorts, according to level and mode of study, domicile and demography.
5. To consider reports from Boards of Study/Joint Boards of Study and Student Voice reports and to address any matters that have been escalated to School Education and Standards Committee for resolution.
6. To promote the dissemination and embedding of innovation and best practice in learning and teaching within the School.
7. To actively consider equity, diversity and inclusion in the conduct of its business and in the manner in which it receives and acts upon performance data and information.
8. To evaluate annually its own performance and that of its Sub-Committees to ensure academic governance arrangements are effective, outcome focused and enable student success.
9. To consider and report to QSC/ESEC on such matters as may be referred by the Committee.

Constitution

3 x Ex officio Members:

Associate Dean Academic (Quality Assurance and Enhancement) (Chair)
Associate Dean Academic (Student Experience)
Deputy Dean of School

Appointed

Directors (at least one from each Directorate within the School)
Programme and module leaders (at least two from each Directorate within the School)
Student nominees of the Students' Union Trustee Board x 3

In attendance

Learning Teaching and Enhancement Centre Business Partner
Library representative
Quality Management Office representative

School Apprenticeship Lead
School Business Manager
School Programme Manager
School Student Experience Manager
School EDI Lead
Strategy representative
Student Experience & Support representative
Student Administration representative
Subject Heads

Serviced by the Quality Management Office

Frequency of Meetings: Quarterly

Sub-committees/ Panels: Board of Studies; Joint Board of Studies

4.3 JOINT BOARD OF STUDY (JBoS)

Reports to: School Education and Standards Committee/Partnership Committee
Purpose To facilitate the joint management of a programme delivered with a Collaborative Partner.
Terms of Reference <ol style="list-style-type: none">1. To consider and report as appropriate to the School Education and Standards Committee on all academic matters concerning the programme.2. To monitor and report on the conditions set at approval and re-approval.3. To advise School Executive and to provide it, where appropriate, with management information on the joint management of the programme.4. Under authority delegated by the University, to oversee the operation and organisation of the programme, including admissions requirements.5. To monitor the suitability of staff appointed by the Collaborative Partner to deliver the programme.6. To recommend the appointment of External Examiners and the constitution of the Assessment Boards for Taught Programmes.7. To ensure the appointment and monitoring of personal tutors in line with University procedures and guidance.8. To monitor student access to learning resources including library and IT facilities.9. To monitor student access to appropriate student support.10. To consider the Programme Monitoring and Enhancement Procedure (PMEP) programme action log prior to its submission to the relevant School Education and Standards Committee.11. To consider the results of student evaluative questionnaires.12. To determine appropriate levels of academic performance, to monitor those levels and to measure actual outcomes against those levels.13. To consider and report on any matter referred to the Board concerning the programme.
Constitution
University Ex officio PVC & Dean of School 1
Appointed At least two academic staff appointed by the School to include the Programme Leader and/or University Link Tutor (2 minimum)
Collaborative Partner Ex officio Equivalent to the PVC & Dean of School 1
Appointed At least two academic staff appointed by the Collaborative Partner to include the Collaborative Partner Programme Leader and/or Link Tutor (2 minimum) At least two students ensuring that there is a Collaborative Partner student from each level of the programme (2 minimum) Chair to be elected by and from members Serviced by the School
Frequency of Meetings At least once in each semester of programme delivery

4.4 BOARD OF STUDY (BoS)

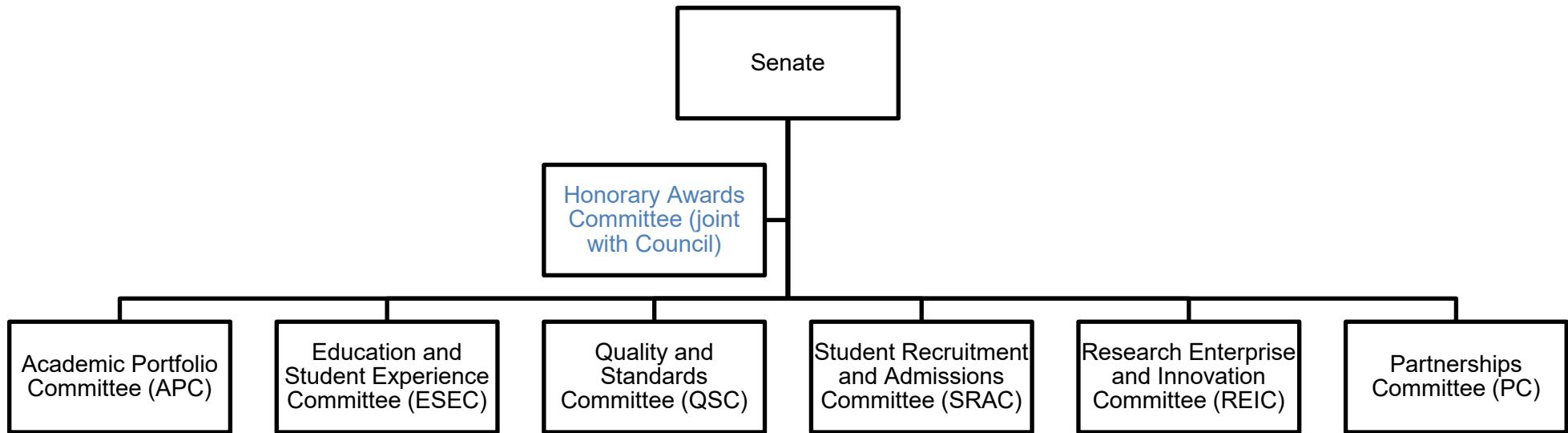
Reports to: School Education and Standards Committee
Purpose To facilitate the joint management of a programme delivered cross-School.
Terms of Reference <ol style="list-style-type: none">1. To consider and report as appropriate to School Education and Standards Committee on all academic matters concerning the programme.2. To advise School Executives and to provide them, where appropriate, with management information on the joint management of the programme.3. Under authority delegated by the University, to oversee the operation and organisation of the programme, including admissions requirements.4. To confirm the appointment of key role holders for the programme.5. To recommend the appointment of External Examiners.6. To consider the Programme Monitoring and Enhancement Procedure (PMEP) programme action log prior to its submission to the relevant School Education and Standards Committee.7. To consider the results of student evaluative questionnaires.8. To determine appropriate levels of academic performance, to monitor those levels and to measure actual outcomes against those levels.9. To consider and report on any matter referred to the Board concerning the programme.
Constitution
Ex officio PVC & Dean of School
Appointed An equal number of academic staff appointed by each contributing School (normally two or three from each) At least two students ensuring that each contributing School is represented Chair to be elected by and from members.
Serviced by the School
Frequency of Meetings At least once in each semester of programme delivery

4.5 PROGRAMME ASSESSMENT BOARD

Reports to: Senate
Purpose The confirmation of progression and the conferment of awards on taught programmes.
Terms of Reference 1. To confirm progression on taught programmes. 2. To confer awards on taught programmes 3. To make recommendations to Senate on the conferral of posthumous awards.
Constitution Core Chair (from outside the home Directorate and who must not be the Programme Leader nor one of the School's nominated PMC Reviewers or Adjudicators) Programme Leader(s) or nominee(s) Director(s) of Directorate Link Tutor(s) for programmes involving collaborative provision. External examiner(s) (as appropriate). If absent, must be available for consultation.
Optional Vice-Chancellor PVC & Dean(s) of School Deputy Dean(s) of School Associate Dean(s) (Academic) or equivalent Module leaders
Invited Members who assist the Board for specific purposes (e.g. practitioners) but who do not have decision-making and voting powers. Serviced by the School
Frequency of Meetings As required for the assessment of students
Panels Appeals Review Panel Student Disciplinary and Student Disciplinary Appeal Panels Fitness To Practise and Fitness To Practise Appeal Panels Academic Misconduct Panel

4.6 MODULE ASSESSMENT BOARD

Reports to: Senate
Purpose: The ratification of module marks or grades for taught programmes.
Term of Reference: To ratify module marks or grades on taught programmes.
Constitution
Core
Chair of Board (from outside the home Directorate and who must not be one of the School's nominated Personal Mitigating Circumstances (PMC) Reviewers or Adjudicators)
Module tutors for the modules under consideration
External examiners
Optional
Vice-Chancellor
PVC & Dean(s) of School
Deputy Dean(s) of School
Associate Dean(s) (Academic)
Other module tutors teaching on the modules under consideration.
Invited
Members who assist the Board for specific purposes (e.g. practitioners) but who do not have decision-making powers.
Serviced by the School
Frequency of Meetings: As required for the assessment of students
Further information
Refer to Assessment Boards for Taught Programmes Policy in the Academic Handbook



Sub-Committees sitting under the senior committees will be confirmed at the first meeting of each of the Committees. The following reporting lines should be noted: School Research Enterprise and Innovation Committees feed in REIC, School Education and Standards Committees feed into ESEC and QSC as appropriate, School Ethics Committees feed into REIC via Academic Ethics and Research Integrity Sub-Committee.

ESEC will also establish Communities of Practice:
Assessment
Research Inclusive Futures

Informal groups, including working groups, exist underneath academic governance in order to inform academic operations. These are not decision making groups, but include the Postgraduate Research Forum, Timetable Action Group, Transitions Group, University Apprenticeships Operations Group and so on.