

BOARD OF GOVERNORS

Remit of Academic Standards and Quality Committee

Status

The Academic Standards and Quality Committee (ASQC) is a standing committee of the Board of Governors.

Overall purpose

The Academic Standards and Quality Committee (ASQC) is responsible for assuring the Board that the College safeguards academic and skills standards, manages the quality of provision, delivers high quality learning and teaching, and continues to enhance the student learning experience. It provides oversight of the policies and processes that ensure academic integrity and consistency to ensure that all qualifications are credible, standards are upheld and fair, and comply with awarding bodies, funding bodies and external regulations. The Committee also ensures the College's learning and teaching strategy supports high-quality student learning and meets the needs of all stakeholders. It provides oversight of the strategic development of learning, teaching, and quality management throughout the College.

Remit and duties

Academic and Skills Standards

- Ensure the integrity of awards by overseeing arrangements to ensure all provision meets the requirements of external awarding, accrediting, and regulatory bodies.
- Review and monitor learning, assessment and examination processes, ensuring methods are fair, reliable, and consistent and uphold Standards.
- Review and monitor Fife College policies and procedures relating to management of standards and quality.
- Receive updates on activity to support Approvals, Verification, and Credit Rating.

Quality Assurance and Enhancement

- Enable a strong and impactful *quality culture* across the College, supporting professional learning, reflective practice, and evidence-based enhancement of the quality of provision and student learning experience.
- Oversee the College's internal quality assurance and enhancement framework, ensuring its effective operation across all areas of provision.
- Monitor internal and annual quality assurance processes, including Programme review - Institution-led Quality Review (ILQR), and annual monitoring and reporting – Self Evaluation and Action Plan (SEAP) reporting to SFC.
- Provide assurance to the Board that the College's quality arrangements for external review (Centre Approval, Systems Verification, External Verification, Accreditation, TQER, MA inspection) are effective and maintain devolved authority from SQA.
- Monitor progress against enhancement action plans and quality targets across curriculum and professional support areas.
- Monitor progress towards the targets and KPIs as approved by the Board.
- Review and monitor the effectiveness of services supporting the student journey,

ensuring high levels of student satisfaction and positive outcomes.

Student Partnership in Learning, Teaching, and Quality

- Monitor and evaluate arrangements for student partnership, including progress against the Fife College Charter and the Framework for the Development of Strong and Effective Students' Associations in Scotland and provide updates to the Board.
- Receive and consider an annual Student Feedback Report
- Receive reports on the activities and progress of the Fife College Students' Association.
- Consider any proposed amendments to the Fife College Students' Association Constitution put forward by the Fife College Students' Association and recommend their approval to the Board of Governors.

Excellence and Innovation in Learning, Teaching and Assessment

- Provide assurance to the Board that learning, teaching, and assessment across the College are of high quality, innovative, and aligned with national priorities and sector needs, including:
 - review and monitor the College's Learning and Teaching Strategy;
 - review and monitor curriculum development and delivery, including the adoption of new technologies, digital and blended learning, and emerging areas of skills provision; and
 - promote innovation, creativity, and enterprise in learning and teaching including adoption of new technology, digital and blended learning, and emerging areas of skills provision.
- Receive and consider reports on apprenticeship and work-based learning programmes.
- Support the development of strategic partnerships within and beyond the sector in order to optimise efficient and effective delivery of services.
- Receive and consider annual reports on student support and safeguarding services to ensure the wellbeing and success of all learners.
- Advise the Board and Executive Team on strategic issues relating to learning, teaching, and quality, and recommend approval of associated strategies and plans.

Other Matters

- Take into account the work progressed by the internal Learning and Teaching Committee and ensure it is consistent with the strategy set by the Board

Reports from the Committee

- Report to each Board meeting relevant matters and proposals discussed within the Committee.
- Report to relevant Committees of the Board matters that impact on their remits.

Composition

The Academic Standards and Quality Committee will have a minimum of four members of the Board, one of whom shall be the Principal.

For a meeting to be quorate, at least three Board members must be present.

The Committee should have a range of skills and experience and at least one member should have a background in learning, teaching or quality issues, and at least one student representative.

Members of staff may be invited to attend all or part of a meeting where items of relevance are on the agenda, with the prior agreement of the Committee Chair and the Principal. The Chair of the Board may be invited to attend meetings of the Committee.

The Committee should normally meet three times per year.