

# STUDENT LIAISON COMMITTEE TERMS OF REFERENCE

(approved at a meeting of the Corporation on 6 July 2023)



## 1. **Membership**

- 1.1 The membership of the Committee shall consist of up to eight members of the Corporation, including the Principal and Student Governors. The member of the Senior Leadership Team responsible for Student Services, the Student Liaison Officer and other Senior Managers, as appropriate, will be in attendance.
- 1.2 The Committee will have the option of appointing two Vice Chairs. If two Vice Chairs are appointed, one of the positions will be a shared role with both Student Governors. The Chair and both Vice Chair positions will rotate chairing the meetings.

## 2. **Meetings**

- 2.1 The Committee shall meet at least three times each year.
- 2.2 Quorum: Three governors, at least two members should be other than student governors.

## 3. **Role**

To provide a formal mechanism and a focus for liaison with students and other stakeholders.

To provide a formal platform from which the student voice is heard, discussed and acted upon. The mechanisms for the student voice to be heard will include:

- 3.2.1 Feedback from Course Representatives
  - 3.2.2 Report from the Chair of the Student Council
  - 3.2.3 Update from activities undertaken by the Student Union
  - 3.2.4 Debating topics.
- 3.3 To consider and discuss the key outcomes for Student Surveys.

#### **4. Responsibilities**

4.1 To consider matters of mutual concern to students and the Governing Body and to advise the Governing Body accordingly on issues arising from discussion. Examples include, but are not limited to:

- 4.1.1 Application, Enrolment and Interview processes
- 4.1.2 Induction
- 4.1.3 Assessment
- 4.1.4 Guidance, Counselling and Support
- 4.1.5 Programmes of Study
- 4.1.6 Personal Development
- 4.1.7 Careers Guidance
- 4.1.8 Student Facilities
- 4.1.9 College Environment
- 4.1.10 Student discipline
- 4.1.11 Health, Safety and Welfare including Safeguarding
- 4.1.12 Quality of Learning and Teaching
- 4.1.13 Attendance and Punctuality
- 4.1.14 Other issues considered important by the Student Body
- 4.1.15 Key outcomes of Student Surveys
- 4.1.16 Equality diversity and inclusion.

4.2 The Committee shall not consider individual cases of conduct or discipline.