

## STUDENT EXPERIENCE COMMITTEE – TERMS OF REFERENCE

### Responsibilities of the Committee

The Student Experience Committee is a sub-committee of and reports to the Academic Board. The overall purpose of the committee is to oversee and enhance activity contributing student success.

### Composition

- Chair: Director of Student Experience
- Deputy Chair: Head of Student Success
- Secretary, nominated by the Chair
- Deputy Vice Chancellor (Academic)
- Registrar (or nominee)
- Head of Quality (or nominee)
- Head of Berlin Campus (or nominee)
- Two elected members of academic staff
- Two elected members of the Student Support team
- One Head of Centre Operations (or nominee)
- One Head of School (or nominee)
- Programme Leader from each faculty (or nominee)
- IT Representative
- Dean of Learning and Teaching
- Director of Academic Resources (or nominee)
- Director of Library Services
- Head of Planning and Reporting (or nominee)
- One International Student Advisor
- President of Students' Association
- Three student representatives (covering part-time, full-time and apprenticeships)
- Student Voice Officer

### Selection process for members

The Student Experience Committee will receive nominations for and elect a Deputy Chair from among its membership.

Elected members will be elected by their peer group.

### Terms of office

Elected members will normally have a maximum term of office of 2 years.

### Quorum

The quorum is 50% of the membership.

Where decisions are taken outside the meeting via iQuality, these must have the support of the majority of respondents.

### **Terms of Reference**

1. To oversee and lead the strategic development of students' engagement with learning opportunities, and with the enhancement of their learning experience in line with the University's Academic Strategy
2. To enable Arden's diverse student body to have a stronger voice and influence on the strategic direction, planning and decision making of the University.
3. To receive, consider and co-ordinate the institutional response to student feedback on their learning experience, including that collected through external and internal surveys; to review student satisfaction data and have oversight of actions to improve, including feedback to students.
4. To advise Academic Board and the Senior Management Team (SMT) on the strategic direction and structures of student support and related activities.
5. Have institutional oversight of student diversity and inclusivity data, and review and advise on the effectiveness of change initiatives
6. To recommend to QSC and Academic Board policy and process changes to the assurance, review and enhancement of all aspects of student learning, experience and engagement
7. To establish relevant time limited working groups and operational oversight of groups as necessary, in order to progress enhancement and to receive and approve reports from relevant committees or working groups
8. To monitor the effectiveness of student representation mechanisms and make an annual report to Academic Board. To consider other matters referred to it by Academic Board, ASEC, QSC, SMT, the Learning Teaching and Assessment Committee, or Course Committees.
9. To receive an Annual Student Report on matters pertaining to student experience

**Last approved by Academic Board: September 2021**