

Appendix 12 – Access and Participation Governance Panel

Terms of reference

General

The Access and Participation Governance Panel is responsible for consideration of the Access & Participation Plan, associated Resource plan, and in-year bids not included in the detailed annual plan. The Access & Participation (A&P) Plan will outline how A&P countable monies committed by the University will be utilised for access, student success and progression.

Specific

1. Approval of the over-arching institutional strategy for Access & Participation
2. Review and approval of the Access & Participation Plan
3. Review and approval of its associated Resource Plan that outlines how A&P countable monies committed within the Access & Participation Plan will be utilised for access, student success and progression.
4. To monitor KPIs milestones and targets outlined in the Access & Participation Plan and to ensure appropriate action is taken where they are not being met
5. Review and approval of in-year projects which are not included in Resource plan
6. To review and agree A&P monitoring return

Membership

Chair

Pro-Vice-Chancellor, Education

Vice-Chair

Director of Strategy and Senior Executive Officer

Ex-officio members

- Representative from Finance Services
- Chief Student Officer
- An Executive Dean
- Head of Market Insight & Data
- President, Student Union

In attendance

Head of Student Experience

The Panel can co-opt additional members as required for specific purposes

Period of appointment

Ex-officio members remain as members of the Board for the term of their appointment in their role.

Co-opted members remain as members for as long as their purpose on the Panel is required.

Operation

Quoracy

The quoracy requirements shall be one third of current members. In the case of an equal vote, the Chair shall have a casting vote.

Frequency of meetings

Meetings are held three times a year. Exceptional meetings may be held at the discretion of the Chair.

Meeting 1: Approval of the annual monitoring report on the previous academic year

Meeting 2: Receive progress update on institutional objectives

Meeting 3: Receive progress update as well as plan focused interventions to achieve objectives in subsequent academic year

Reports to
Senate