



Quality assurance governance framework

Introduction

The University's framework for the governance of quality assurance integrates activity at all levels: University, division and department or faculty and across the collegiate University. This document summarises material on the key bodies responsible for quality assurance and the formal structure for integration. Links lead to the relevant section of University Statutes and Regulations.

University level

The University's [Council](#) has overall responsibility under the statutes and subject to resolutions of [Congregation](#) for all academic matters relating to teaching and research. Council is responsible for drafting and implementing the University's [Strategic Plan](#) which sets out the overall goals for the collegiate University (including those related to teaching and learning) for the specified period. Much of the detailed work of Council is delegated to [committees](#), including Education Committee.

Education Committee

[Education Committee](#) has strategic oversight of all aspects of teaching and learning and the wider student experience, including responsibility for:

- the assurance of the quality of the University's educational provision, particularly in relation to the design, implementation, evaluation and review of mechanisms for quality assurance and quality control;
- the enhancement of the quality of teaching and learning; and
- the safeguarding of academic standards.

Education Committee reports to Council on any significant items of teaching and learning policy.

Panels

Education Committee is supported by three panels: [Undergraduate Panel](#), [Graduate Panel](#) and [Examinations Panel](#).

The *Undergraduate Panel* and *Graduate Panel* give focused attention to issues affecting the wider academic provision and support for these student groups, and as such their remit

include academic and pastoral support, induction, skills development, and feedback. To ensure integrated provision, the membership of the panels involves Proctorial, divisional, college, and student representation.

The *Examinations Panel* provides a further forum for detailed scrutiny of issues related to assessment and examinations.

The panels are staffed by officers of Education Policy Support and chaired by the Pro-Vice-Chancellor (Education), which ensures close linkage with the broader quality assurance and enhancement work undertaken by the section in co-operation with divisional and Conference of Colleges' officers.

Subcommittees

Education Committee has a largely strategic focus. Responsibility for the detailed consideration of specific areas of its remit are delegated to its sub-committees. Those with most relevance to quality assurance and the student experience are set out below.

- [Joint Sub-Committee of Education Committee with Student Members](#)
- [Student Health and Welfare Subcommittee](#)
- [Careers Service Subcommittee](#)
- [University Sports Strategic Subcommittee](#)
- [Permanent Private Hall Supervisory Committee](#)
- [Quality Assurance Subcommittee](#)

The *Quality Assurance Subcommittee* is responsible to Education Committee for institutional-level oversight of the assurance of quality and maintenance of standards across all undergraduate, postgraduate taught and postgraduate research provision, for example oversight of external examiner reports and the University's process of periodic review. The subcommittee has Proctorial, divisional, college and student representation.

Divisional level

In view of the very large and diverse range of courses and programmes of study offered generally, the first line oversight rests with [divisions](#), faculties and departments, which are best placed to provide the detailed academic scrutiny required in a robust quality assurance system.

[Divisional Boards](#) have a quality assurance and enhancement function at the divisional and faculty/departamental levels in ensuring that the division's constituent faculties and departments implement the University's and their own quality control procedures satisfactorily. In many cases, responsibility for teaching and learning is delegated by the Head of Division to a divisional Associate Head for Education or Learning and Teaching (or equivalent). To ensure Education Committee's relationship with Divisional Boards is a two-way process, the chairs of divisional education committees (or their equivalent) are *ex officio* members of Education Committee.

The Department for Continuing Education does not operate within a division but is overseen by the Continuing Education Board which has a reporting line to Council. The Director of the Department for Continuing Education is an *ex officio* member of Education Committee.

Department/Faculty level

Responsibility for day to day course management and oversight lies within the governance structures of individual departments and faculties, including responsibility for programme level monitoring. [Boards of examiners](#), whose membership is approved by the relevant [supervisory body](#), oversee the examination process. Nominations for chairs of examiners are approved by the Pro-Vice-Chancellor (Education) and the Proctors.

College framework

Colleges play a central role in the provision of tutorial and other small group teaching. This teaching is linked closely to the academic frameworks established by the University through its divisions, faculties and departments. Provision is monitored closely in each college by the Senior Tutor and the relevant college committee.

Collectively the Conference of Colleges operates its own college quality assurance and enhancement procedures. The conclusions of an annual template and reporting cycle are considered both by Conference bodies - the Senior Tutors' Committee and the Graduate Committee of Conference - and by the University's Quality Assurance Subcommittee. The Conference of Colleges has representation on Divisional Boards and Education Committee and its panels and subcommittees.

Student engagement

As partners in the quality assurance of the University's educational provision, student representatives are members of the majority of the key bodies responsible for quality assurance described here. Full details are given in the *Policy and Guidance on student engagement and representation*.