**Committee Remits and Compositions**

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# Academic Council

Remit

Subject to the powers of the Court as they are defined in the Charter and Statutes, the Academic Council shall have all such powers as are necessary for the discharge of its functions as they are defined in the Charter and Statues, including the following:

a) to direct, regulate and promote the teaching and research of the University;

b) to regulate and conduct examinations and to appoint internal and external Examiners;

c) to grant Degrees, Diplomas, Certificates and other academic distinctions;

d) to regulate the admission of persons to the University and to courses of study at the University;

e) to regulate and superintend the living conditions and discipline of the students of the University; and

f) Subject to the provisions of Statute 18 and without prejudice to the authority of members of staff of the University on grounds of misconduct therein, to suspend a student from any activity within the University; to exclude permanently for a stated time a student from the precincts of the University or any part thereof; to expel a student from membership of the University; to impose reprimands and monetary fines, and to require sureties and reparation for damage.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

Appointments and elections are in accordance with Ordinance 66 and 71. Appointments of staff members will normally be for a period of four years and may be renewed for a further period of four years up to a total of eight years.

Composition

Committee Secretary Secretary

Principal (Chair) Ex-Officio

Senior Deputy Principal Ex-Officio

One of three Deputy Principals Ex-Officio

Two of three Deputy Principals Ex-Officio

Three of three Deputy Principals Ex-Officio

One of four students elected by the Students' Association Elected

Two of four students elected by the Students' Association Elected

Three of four students elected by the Students' Association Elected

Four of four students elected by the Students' Association Elected

One of five Deans of Faculty Ex-Officio

Two of five Deans of Faculty Ex-Officio

Three of five Deans of Faculty Ex-Officio

Four of five Deans of Faculty Ex-Officio

Five of five Deans of Faculty Ex-Officio

One of six Institutional Deans (Research Engagement and Performance) Ex-Officio

Two of six Institutional Deans (Equality, Diversity & Inclusion) Ex-Officio

Three of six Institutional Deans (Student Experience) Ex-Officio

Four of six Institutional Deans (Institute for Advanced Studies) Ex-Officio

Five of six Institutional Deans (Teaching Quality Enhancement) Ex-Officio

Six of six Institutional Dean (tbc) Ex-Officio

One of seven professorial members of academic staff, elected by academic staff Elected

Two of seven professorial members of academic staff, elected by academic staff Elected

Three of seven professorial members of academic staff, elected by academic staff Elected

Four of seven professorial members of academic staff, elected by academic staff Elected

Five of seven professorial members of academic staff, elected by academic staff Elected

Six of seven professorial members of academic staff, elected by academic staff Elected

Seven of seven professorial members of academic staff, elected by academic staff Elected

One of eight non-professorial members of academic staff, elected by academic staff Elected

Two of eight non-professorial members of academic staff, elected by academic staff Elected

Three of eight non-professorial members of academic staff, elected by academic staff Elected

Four of eight non-professorial members of academic staff, elected by academic staff Elected

Five of eight non-professorial members of academic staff, elected by academic staff Elected

Six of eight non-professorial members of academic staff, elected by academic staff Elected

Seven of eight non-professorial members of academic staff, elected by academic staff Elected

Eight of eight non-professorial members of academic staff, elected by academic staff Elected

One of two additional members co-opted by Academic Council nominated & appointed by Academic Council Appointed

Two of two additional members co-opted by Academic Council nominated & appointed by Academic Council Appointed

University Secretary In Attendance

Deputy Secretary In Attendance

Academic Registrar In Attendance

Executive Director of Information Services In Attendance

# Academic Promotions Committee

Remit

a) To consider all applications and nominations for promotion according to official University procedures, including applications/nominations for internal promotions to Professor.

b) To determine all academic staff promotions within the agreed resource limits and decisions on earmarking approved by Court or its duly authorised bodies.

c) To review promotions criteria and the application and assessment processes on an annual basis to ensure that they are fair, clear and transparent, and to publish criteria and processes thereafter; and

d) To submit a report on the exercise of its functions, including trend data where appropriate, to Court on an annual basis.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

Appointments will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

Principal (Chair) Ex-Officio

Chair of Court Ex-Officio

Senior Deputy Principal Ex-Officio

One of two Deputy Principals nominated by the Principal Ex-Officio

Two of two Deputy Principals nominated by the Principal Ex-Officio

One of two Deans of Faculty nominated by the Principal & appointed by GNC Appointed

Two of two Deans of Faculty nominated by the Principal & appointed by GNC Appointed

One of two members nominated & appointed by Academic Council (Professorial) Appointed

Two of two members nominated & appointed by Academic Council (Non-Professorial) Appointed

Lay Member of Court nominated & appointed by GNC Appointed

University Secretary In Attendance

Executive Director of HR & OD In Attendance

One of three Deans of Faculty In Attendance

Two of three Deans of Faculty In Attendance

Three of three Deans of Faculty In Attendance

# Audit Committee

Remit

The Audit Committee reports directly to Court and is advisory to it. The Committee has the right of access to all information it considers necessary and to consult directly with both internal and external auditors to ensure the good governance of the University. In particular the Audit Committee has the following responsibilities:-

a) To review the effectiveness of the financial and other internal control systems;

b) To ensure that any financial irregularity or impropriety is investigated promptly and that a proper system of internal audit is in operation. In this latter regard it will review the scope and effectiveness of internal audit’s work and monitor it including planning and operation of the work and the results of the internal audit’s annual report;

c) To consider before submission to Court the annual report of the internal auditor;

d) To consider before submission to Court the external auditor’s report, their reporting timetable and the outcome of their findings;

e) To advise Court on the criteria for the selection, appointment and remuneration of external and internal auditors;

f) To provide an annual report to Court on the effective discharging of the Committee responsibilities;

g) To receive reports as appropriate from relevant external bodies such as the Scottish Funding Council, Audit Scotland and the National Audit Office;

h) To keep under review the University's approach to, and policies on risk management, regularly considering the effectiveness of the University's control framework and the assessment of risk.

i) To ensure that satisfactory arrangements are in place to promote economy, efficiency and effectiveness (i.e. value-for-money).

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

Relevant officers will be invited to attend the Committee as required. Members of Audit Committee cannot also be members of the Joint, Policy, Planning & Resources Committee.

Appointments will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

One of three lay members of Court nominated & appointed by GNC (Chair) Appointed

Two of three lay members of Court nominated & appointed by GNC Appointed

Three of three lay members of Court nominated & appointed by GNC Appointed

One of two lay members who are not members of Court nominated & appointed by GNC Appointed

Two of two lay members wo are not members of Court nominated & appointed by GNC Appointed

One of two representatives of the internal auditors In Attendance

Two of two representatives of the internal auditors In Attendance

One of two representatives of the external auditors In Attendance

Two of two representatives of the external auditors In Attendance

University Secretary In Attendance

Executive Director of Finance In Attendance

Deputy Secretary In Attendance

# Combined Joint Negotiation and Consultation Committee

Remit

a) Share such information as is necessary for effective negotiations and consultations on matters affecting employees of the University with due consideration for the limitations of the Data Protection Act (2018) and Freedom of Information (Scotland) Act 2002.

b) Negotiation on all matters of University of Stirling terms and conditions of employment (Grades 1-5 and Grades 6-10), for the purpose of reaching agreements on a timely basis and avoiding disputes; such matters relevant to only one category of employee being the responsibility of the recognised Trade Union.

c) Consult on:

* Any matter relating to general employment conditions raised by any of the recognised Trade Unions or the Management side, including matters of University business which may be relevant to the employment conditions of University employees.
* Any local flexibility in the interpretation and application of national agreements.
* General policy and criteria for appointments, promotion and annual review.
* Application of the Redundancy Procedure.

A quorum shall comprise three representatives from each side, provided that there is one representative from each of the three recognised Trade Unions.

At meetings either side may be accompanied by a maximum (normally) of three advisers; it will normally be expected that either side notify the other with a minimum of one week's notice of the attendance of an adviser, and the purpose of that adviser's attendance.

The chair of CJNCC will rotate between the Management and Union side.

Open-ended appointments will remain in post until the appointing body makes a replacement appointment.

Composition

Committee Secretary Secretary

One of six members representing Court/University Management nominated by GNC & appointed by GNC (Chair) Appointed (open-ended)

Two of six members representing Court/University Management nominated by GNC & appointed by GNC Appointed (open-ended)

Three of six members representing Court/University Management nominated by GNC & appointed by GNC Appointed (open-ended)

Four of six members representing Court/University Management nominated by GNC & appointed by GNC Appointed (open-ended)

Five of six members representing Court/University Management nominated by GNC & appointed by GNC Appointed (open-ended)

Six of six members representing Court/University Management nominated by GNC & appointed by GNC Appointed (open-ended)

One of two members appointed by UNITE Appointed (open-ended)

Two of two members appointed by UNITE Appointed (open-ended)

One of two members appointed by UNISON Appointed (open-ended)

Two of two members appointed by UNISON Appointed (open-ended)

One of two members appointed by UCU Appointed (open-ended)

One of two members appointed by UCU Appointed (open-ended)

Two of two members appointed by UCU Appointed (open-ended)

Principal Ex-Officio

Chair of Court Ex-Officio

Deputy Director of HR & OD In Attendance

Head of HR Business Partnering In Attendance

# Court

Remit

The Court shall have all such powers as are necessary for the discharge of its functions as they are defined in the Statutes, including the following:

a) To govern, manage and regulate the finances, accounts, investments, property, business and all affairs whatsoever of the University and for that purpose to appoint bankers and any staff or agents whom it may deem expedient to appoint and to cause books of account to be kept in such manners as to give a true and fair view of the state of the University's affairs and to explain its transactions;

b) To invest any money belonging to the University in such stocks, funds, fully paid shares or securities as the Court shall from time to time think fit whether within the United Kingdom of Great Britain and Northern Ireland or not or in the purchase of heritable subjects in the United Kingdom including feu duties or rents: Provided that in the case of moneys held by the University as Trustees the powers conferred by this sub-paragraph shall be exercised subject to the provisions of the law relating to investments by trustees.

c) To sell, buy, take on feu, exchange, lease and accept leases of any property, heritable or moveable, real or personal, on behalf of the University;

d) To provide the buildings, premises, furniture and equipment and other means required for carrying on the work of the University;

e) To borrow money on behalf of the University and for that purpose to grant security over, mortgage or charge all or any part of the property of the University, whether heritable or moveable, real or personal, unless the conditions of any Will, Deed of Trust or other similar instrument are thereby contravened and to give such other security whether upon any such property or otherwise as the Court may think fit;

f) To enter into vary, carry out, cancel contracts on behalf of the University;

g) To make provision for schemes of superannuation, pensions or retirement benefits for employees of the University or their dependents;

h) To provide for the welfare of the students of the University.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity. Appointments, nominations and elections are in accordance with Statute 9, Ordinance 71 and Ordinance 72.

Composition

Clerk to Court Clerk to Court

Chair of Court elected in accordance with Statute 9(2) Elected

Principal Ex-Officio

Senior Deputy Principal Ex-Officio

Provost of Stirling Ex-Officio

One of two students nominated by the Students' Union, proposed by GNC & appointed by Court Appointed

Two of two students nominated by the Students' Union proposed by GNC & appointed by Court Appointed

Member from the University of Stirling Alumni nominated by GNC & appointed by Court Appointed

One of eleven members appointed by Court (Vice Chair) nominated by GNC & appointed by Court Appointed

Two of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Three of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Four of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Five of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Six of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Seven of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Eight of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Nine of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Ten of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

Eleven of eleven members appointed by Court nominated by GNC & appointed by Court Appointed

One of three from Academic Council's own membership nominated by Academic Council, proposed by GNC

and appointed by Court Appointed

Two of three from Academic Council's own membership nominated by Academic Council, proposed by GNC

and appointed by Court Appointed

Three of three from Academic Council's own membership nominated by Academic Council, proposed by GNC a

and appointed by Court Appointed

Member of academic staff elected by members of staff Elected

Member of professional services staff elected by members of staff Elected

Member of academic staff nominated by a trade union, proposed by GNC & appointed by Court Appointed

Member of professional services staff nominated by a trade union, proposed by GNC & appointed by Court Appointed

University Secretary In Attendance

One of three Deputy Principals In Attendance

Two of three Deputy Principals In Attendance

Three of three Deputy Principals In Attendance

Deputy Secretary In Attendance

Executive Director of Finance In Attendance

Executive Director of HR & OD In Attendance

Executive Director of Communications, Marketing and Recruitment In Attendance

# Education Committee

Remit

The Education Committee is a committee of Academic Council with responsibility for providing governance, oversight and leadership to the University’s education provision and its development, in line with the objectives of the Strategic Plan. The Committee has oversight of all areas of education provision including: portfolio and curriculum development; learning and teaching; academic standards, quality assurance and enhancement; education policy; student attainment, outcomes and employability; education across all sites, collaborations and modes of delivery; development of educational technology.

**Reporting and Frequency**

Reports to: Academic Council

Meeting Frequency: Four times per year, with extraordinary meetings scheduled where required

**Sub-Committees and Panels of the Education Committee**

The Education Committee delegates responsibility for particular areas of its remit to a range of sub-committees and panels, that operate in line with the requirements of, and report to, the Committee. These are as follows:

* Curriculum Management Sub-Committee
* Assessment and Attainment Sub-Committee
* External Quality Review Sub-Committee
* Academic Panel (Taught)
* Academic Panel (Research)
1. In conjunction with the Student Experience Committee, oversee the development of the University’s Education Strategy, and endorse for approval new or revised versions of the Strategy. Monitor progress and impact of the Strategy’s implementation (as it relates to curriculum provision and quality, learning, teaching and assessment).
2. Monitor and direct the ongoing development of the University’s portfolio of education provision, and ensure it is appropriate and effective, taking account of the skills and work-based learning requirements, external environment and market demand, the importance of graduate outcomes, and institutional strategic objectives and values.
3. Ensure that curriculum development and management, and the approval of proposed curriculum development, operates robustly, and in line with the institutional policy and procedure relevant to curriculum development and management.
4. Promote innovation and the continuous enhancement of learning and teaching practices in line with ongoing development of the digital learning and teaching environment, and in support of the quality of the student learning experience.
5. Oversee robustness in the University’s assessment/examination arrangements, student attainment, awards and outcomes, taking account of equality and diversity, and direct any change or development in respect of learning, teaching, assessment and examination as required.
6. Ensure the University’s academic regulations and education-based policies are appropriate and effective, and in line with any applicable statutory or compliance requirements e.g. SFC, QAA. Consider for approval proposed new regulations or policy and any proposed amendments to current regulations or policy.
7. Ensure the admissions policy and process are appropriate and effective, in line with any applicable statutory or compliance requirements, including that policy to facilitate widening access and participation through admissions is effective.
8. Provide strategic oversight of the University’s academic standards, quality assurance and quality enhancement.
9. Receive regular reports on the outcomes and insights obtained through ongoing quality assurance processes, institution-led quality review and external quality review, in line with the University’s operation of the Tertiary Quality Enhancement Framework.
10. Monitor trends in the nature of academic appeals submitted, considering the impact of academic regulation and policy on the learning experience and any development of regulation or policy that may be appropriate.
11. Receive regular reports from the Institute for Advanced Studies in respect of its delivery and impact in the development of research degree provision.
12. Provide strategic oversight of the quality and enhancement of education provision delivered in collaboration with others, receiving regular reports on the provision and its quality.
13. Monitor the impact of strategy relevant to employability. Receive regular reports and provide strategic direction on employability and keep under review the University’s arrangements for employability skills and graduate attributes development.
14. Receive regular reports from the Committee’s sub-committees and panels to include from the:
	1. Assessment and Attainment Sub-Committee on its considerations of the operation of each cycle of assessment and examination, and student attainment and awards
	2. Curriculum Management Sub-Committee on its decision-making on curriculum development and management.
15. Oversee and promote equality, diversity and inclusion across the Committee’s work, and receive reports as appropriate from the University’s Equality Steering Group in relation to learning, teaching and education.

Composition

Committee Manager and Administrator Secretary

Deputy Principal (Education) (Chair) Ex-Officio

Deputy Principal (Student Experience) (Deputy Chair) Ex-Officio

Dean for the Institute for Advanced Studies Ex-Officio

Dean for Teaching, Learning and Student Experience Ex-Officio

Academic Registrar Ex-Officio

University Chief Examiner Ex-Officio

Chair of the Academic Panel (Taught) Ex-Officio

Chair of the Academic Panel (Research) Ex-Officio

Associate Dean for Learning and Teaching, Faculty of Arts and Humanities Ex-Officio

Associate Dean for Learning and Teaching, Faculty of Health Sciences and Sport Ex-Officio

Associate Dean for Learning and Teaching, Faculty of Natural Sciences Ex-Officio

Associate Dean for Learning and Teaching, Faculty of Social Sciences Ex-Officio

Associate Dean for Learning and Teaching Ex-Officio

Stirling Management School Ex-Officio

Academic Director, INTO Stirling Ex-Officio

President of the Students’ Union Ex-Officio

Vice-President (Education) of the Students’ Union Ex-Officio

Executive Director of Internationalisation and Partnerships Ex-Officio

Executive Director of Information Services Ex-Officio

Director of Admissions and Access Ex-Officio

Head of Student Skills and Employability Ex-Officio

Head of Learning Innovation/Development Ex-Officio

Principal and Vice Chancellor Ex-Officio

Chief Operating Officer and University Secretary Ex-Officio

One Faculty Dean appointed by the Committee Chair Appointed

# Governance and Nominations Committee

Remit

(a) to make recommendations to Court for the appointment of members on Court;

(b) to manage the process of recruiting, electing and appointing the Chair of Court including devising the relevant criteria for the position and ensuring an efficient and fair process;

(c) to prepare and publish a report after the Chair of Court recruitment process has concluded including equality details of applicants;

(d) to approve appointments to committees that report to Court;

(e) to monitor appointments to Academic Council and committees that report to Academic Council;

(f) to advise Court on any matter relating to the University's framework for corporate governance, its operation and the University's and Court's compliance with that framework;

(g) to monitor Court members’ compliance with the Code of Conduct for Members of Court, including upholding the seven principles advocated by the Nolan Committee on Standards in Public Life; and to make recommendations to Court for the removal of members of Court if required;

(h) to advise Court on any matter of conflict of interest referred to it in accordance with the University’s Ethical Code

(i) to consider prospective donations with the potential to give rise to significant ethical or public interest and to advise Court as appropriate;

(j) to oversee the University's compliance with external governance requirements.

(k) to approve the re-appointment of members on Court

(l) to approve the re-appointment of the Chancellor of the University

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity including the requirements of the Gender Representation on Public Boards (Scotland) Act.

Appointments will normally be for a period of three years and may be renewed for a further period of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

Chair of Court (Chair) Ex-Officio

Vice-chair of Court (Vice-chair) Ex-Officio

Principal Ex-Officio

Senior Deputy Principal Ex-Officio

University Secretary Ex-Officio

One of four lay members of Court nominated by GNC & appointed by Court Appointed

Two of four lay members of Court nominated by GNC & appointed by Court Appointed

Three of four lay members of Court nominated by GNC & appointed by Court Appointed

Four of four lay members of Court nominated by GNC & appointed by Court Appointed

Staff member of Court nominated by GNC & appointed by Court from among the members elected to Court Appointed

Student member of Court nominated by GNC & appointed by Court Appointed

Deputy Secretary In Attendance

# Health and Safety Committee

Remit

a) Consider and advise senior managers and Court on all matters relating to health & safety within the University, by reporting to Joint Policy, Planning & Resources Committee.

b) Develop objectives and actions necessary to ensure legal compliance, best practice and continual improvement in health & safety performance.

c) Promote a proactive and evolving culture of health & safety within the University.

d) Oversee the development and implementation of the University’s health & safety policies and any procedures, local rules, codes of practice or guidance notes made under those policies; receiving and

approving or commenting on these prior to referral of them to the Joint Policy, Planning & Resources Committee for ratification and acceptance.

e) Review any planned or proposed changes to the policies, operations, resources, etc., within the University that could affect health & safety.

f) Receive, discuss and comment on reports concerning health, &safety within the University, including those concerning:

i) Visits by enforcing authorities

ii) Proposed changes to health & safety legislation and practice,

iii) Accident statistics, individual incidents and benchmarking statistics,

iv) The condition of buildings in relation to fire and safety,

v) Health & safety training and communications,

vi) Health & safety initiatives,

vii) Health& safety-auditing,

viii) Proposals to carry out any operation or process which entails a high- level risk to individuals or University resources (including those involving contractors or external organisations), and

ix) Any other matter that might reasonably be considered to lie within its province.

In discharging its responsibilities, the Committee will have due regard to the promotion of equality, diversity and inclusion.

Relevant people will be invited to attend the Committee as required.

Appointments (excluding open-ended) will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine years. Appointments will normally be

linked to the start and end of an academic session. Open-ended appointments will remain in post until the appointing body makes a replacement appointment.

Composition

Committee Secretary Secretary

Senior Deputy Principal (Chair) Ex-Officio

University Secretary Ex-Officio

Deputy Secretary Ex-Officio

Executive Director of Estates Ex-Officio

Executive Director of HR & OD Ex-Officio

Executive Director of Information Services Ex-Officio

The University of Stirling Students' Union President Ex-Officio

Head of Safety, Environment & Continuity Ex-Officio

Staff Representative nominated by HS Committee & appointed by JPPRC Appointed

Representative of Macrobert Arts Centre nominated by the University Secretary & appointed by JPPRC Appointed (open-ended)

Member appointed by Unite Appointed (open-ended)

Member appointed by UCU Appointed (open-ended)

Member appointed by UNISON Appointed (open-ended)

One of three faculty members of staff nominated by HS Committee & appointed by JPPRC Appointed

Two of three faculty members of staff nominated by HS Committee & appointed by JPPRC Appointed

Three of three faculty members of staff nominated by HS Committee & appointed by JPPRC Appointed

Representative from Commercial Services nominated by Commercial Services & appointed by JPPRC Appointed (open-ended)

Representative from Sports Development Services nominated by Sports Development Services

 & appointed by JPPRC Appointed (open-ended)

University Fire, Health and Safety Officer In Attendance

Representative from Occupational Health nominated by Occupational Health In Attendance

Representative from The University of Stirling Students' Union Management nominated by the Students' Union In Attendance

University Radiation Protection Adviser

# Honorary Degrees Committee

Remit

a) To receive suggestions for the award of honorary degrees and to make nominations to the Academic Council.

b) To periodically review nominations guidelines and criteria, and to publish these thereafter.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

Appointments will normally be for a period of three years and may be renewed for a further period of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

Principal (Chair) Ex-Officio

Senior Deputy Principal Ex-Officio

One of four professorial members of staff nominated by HDC & appointed by Academic Council Appointed

Two of four professorial members of staff nominated by HDC & appointed by Academic Council Appointed

Three of four professorial members of staff nominated by HDC & appointed by Academic Council Appointed

Four of four professorial members of staff nominated by HDC & appointed by Academic Council Appointed

One of three non-professorial members of staff nominated by HDC & appointed by Academic Council Appointed

Two of three non-professorial members of staff nominated by HDC & appointed by Academic Council Appointed

Three of three non-professorial members of staff nominated by HDC & appointed by Academic Council Appointed

University of Stirling Students' Union President Ex-Officio

University Secretary In Attendance

Director for Advancement In Attendance

# Joint Policy, Planning & Resources Committee

Remit

a) To consider the institutional Strategic Plan and recommend its approval to Court;

b) To ensure the alignment of all strategic documents and institutional plans with the approved Strategic Plan, and to recommend their approval to Court;

c) To evaluate progress in achieving the objectives of the institutional Strategic Plan and the objectives and targets set in underpinning planning and strategy documents;

d) To monitor and advise Court on policy, strategy and resource issues relating to the University infrastructure (physical, technological and human);

e) To scrutinise new or revised University policies and recommend their approval to Court and/or Academic Council;

f) To recommend the annual University budget to Court

g) To advise Court on the overall financial position and resource horizon in relation to agreed strategic objectives;

h) To monitor and review financial performance throughout the year in the wider context of University strategy and the approved annual budget (including any companies in which the University has an interest), and to review the annual outturn and performance;

i) To scrutinise and endorse the institution’s Capital Plan and recommend its approval to Court;

j) To undertake all other matters as may be stated in the Schedule of Reservations and Schedule of Delegated Authority. In discharging its responsibilities, the Committee will pay due regard to the promotion of equality and diversity, in line with the University’s duties under the Equality Act 2010.

Members of Joint Policy, Planning & Resources Committee cannot also be members Audit Committee.

Appointments will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

One of four lay members of Court nominated & appointed by GNC (Chair) Appointed

Two of four lay members of Court nominated & appointed by GNC Appointed

Three of four lay members of Court nominated & appointed by GNC Appointed

Four of four lay members of Court nominated & appointed by GNC Appointed

Chair of Court Ex-Officio

Principal Ex-Officio

Senior Deputy Principal Ex-Officio

One of three Deputy Principals Ex-Officio

Two of three Deputy Principals Ex-Officio

Three of three Deputy Principals Ex-Officio

University Secretary Ex-Officio

University of Stirling Students' Union President Ex-Officio

University of Stirling Students' Union Vice President Communities Ex-Officio

One of two Deans of Faculty nominated & appointed by Academic Council Appointed

Two of two Deans of Faculty nominated & appointed by Academic Council Appointed

One of three members of academic staff who are not Deans of Faculty, nominated & appointed by Academic Council Appointed

Two of three members of academic staff who are not Deans of Faculty, nominated & appointed by Academic Council Appointed

Three of three members of academic staff who are not Deans of Faculty, nominated & appointed by Academic Council Appointed

Executive Director of Estates In Attendance

Executive Director of Finance In Attendance

Executive Director of HR & OD In Attendance

Executive Director of Internationalisation and Partnerships In Attendance

Executive Director of Research & Innovation Services In Attendance

Executive Director of Information Services In Attendance

Deputy Secretary In Attendance

Executive Director of Commercial Services In Attendance

Executive Director of Sport In Attendance

Executive Director of Communications, Marketing and Recruitment In Attendance

# Remunerations Committee

Remit

a) To review professorial and other senior staff salaries and honoraria on an annual basis.

b) To advise University Court on matters relating to the pay and conditions of senior staff (grade 10).

c) To seek comparative information on salaries and other emoluments and conditions of service in the University sector.

d) To determine and review salaries, terms and conditions (and where appropriate severance payments) of the Principal, University Secretary, Deputy Principals and members of the Senior Management Team.

e) To ensure that the performance of the Principal is assessed on an annual basis.

f) To oversee severance arrangements for members of the Senior Management Team, ensuring that account is taken of the SFC guidance on Severance Arrangements.

g) Where consideration of severance arrangements is delegated to ensure that the boundaries of delegated authority are clear and to receive formal reports of any severance arrangements as set out in the University's Severance Policy.

h) To review remuneration criteria and processes on an annual basis to ensure that they are fair, clear and transparent, and to publish criteria and processes thereafter.

i) To submit a report on the exercise of its functions, including trend data where appropriate, to Court on an annual basis.

J) To review and consider related equalities data.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

The Chair of the Committee to be appointed from amongst the lay members, excluding the Chair of Court.

Appointments will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

2 of 2 Lay members of Court, nominated & appointed by GNC (Chair) Appointed

Vice-Chair of Court Ex-Officio

Chair of Court Ex-Officio

Chair of Joint Policy, Planning & Resources Committee Ex-Officio

1 of 2 Lay members of Court, nominated & appointed by GNC Appointed

Student member of Court, appointed by GNC Appointed

Staff member of Court, appointed by GNC Appointed

Principal In Attendance

University Secretary In Attendance

Executive Director of HR & OD In Attendance

# Research Committee

Remit

Role: To progress, foster and review research activity across the University.

Internal

1.1 Developing, communicating and regularly reviewing the University's research and knowledge exchange strategies, including a focus on strategic planning and preparation for the Research Excellence Framework, and recommending their approval to Academic Council and Court.

1.2 Overseeing the establishment and operation of University Research Centres and programmes.

1.3 Reviewing and approving research policy and guidelines.

1.4 Discussing major strategic issues relating to the University's research environment, strategy and performance.

1.5 Advising the Deputy Principal (Research) on matters relating to research and knowledge exchange strategy, policy and activity as appropriate.

1.6 Promoting the University's research excellence and impact internally and facilitating interdisciplinary collaboration.

External

1.7 Promoting strategic engagement with representatives of the Research Councils and funding bodies.

1.8 Influencing national agendas on areas around the University's research strengths.

1.9 Fostering national and international contacts in relation to funding opportunities.

2.0 Promoting the University's research excellence and impact externally.

Operational

2.1 Monitoring Faculties' and University Research Centres' delivery of strategic research objectives and 'testing and challenging' key components of Faculties' and Centres' research strategies.

2.2 Monitoring the implementation of University policy and guidelines by Faculties.

2.3 Promoting and supporting Faculties in their pursuit of external research funding opportunities.

2.4 Supporting major research initiatives of University-wide significance.

2.5 Supporting the career development of all researchers, including Research Postgraduates (RPGs) and Early Career Researchers (ECRs), within the University and increasing their contribution, capability and visibility within the institution.

2.6 Acting as a forum for the cross-institutional exchange of information and ideas, and for the promotion of good research practice.

2.7 Supporting a university-wide awareness of best practice in research management and governance, including furnishing guidelines for Faculties via the University Research Ethics Committee (UREC).

2.8 Engaging with the Institute for Advanced Studies.

2.9 Advising on any matter referred to it by Academic Council.

2.10 Considering internal and external research opportunities; incentives to and constraints upon research activity.

2.11 Facilitating responses to collaborative research themes.

2.12 Promoting internal communications of the University's Research Strategy.

2.13 Reporting regularly (and at least annually) to Academic Council on key performance indicators relating to research and knowledge exchange, including submission of an annual review.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

Appointments will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Secretary Secretary

Deputy Principal (Research) (Chair) Ex-Officio

Principal Ex-Officio

Deputy Principal (Internationalisation) Ex-Officio

Dean of Research Engagement and Performance Ex-Officio

Dean of Equality, Diversity and Inclusion Ex-Officio

Dean of Institute for Advanced Studies Ex-Officio

Associate Dean of Research Faculty of Health Sciences and Sport Ex-Officio

Associate Dean of Research Faculty of Natural Sciences Ex-Officio

Associate Dean of Research Faculty of Social Sciences Ex-Officio

Associate Dean of Research Faculty of Arts and Humanities Ex-Officio

Associate Dean of Research Stirling Management School Ex-Officio

Executive Director of Research & Innovation Services Ex-Officio

One of four professorial members of staff nominated by Research Committee & appointed by Academic Council Appointed

Two of four professorial members of staff nominated by Research Committee & appointed by Academic Council Appointed

Three of four professorial members of staff nominated by Research Committee & appointed by Academic Council Appointed

Four of four professorial members of staff nominated by Research Committee & appointed by Academic Council Appointed

External member nominated by Research Committee & appointed by Academic Council Appointed

Research-only member of staff nominated by Research Committee & appointed by Academic Council Appointed

Lecturer nominated by Research Committee & appointed by Academic Council Appointed

Research postgraduate nominated by Research Committee & appointed by Academic Council Appointed

Head of Innovation & Enterprise In Attendance

Head of Research Development & Performance In Attendance

Representative from Communications, Marketing and Recruitment In Attendance

Representative from Finance In Attendance

Representative from HR & OD In Attendance

Representative from Information Services In Attendance

Representative from Policy and Planning In Attendance

REF Manager In Attendance

Research Integrity and Governance Manager In Attendance

# Student Experience Committee

The Student Experience Committee is a committee of Academic Council with responsibility for providing governance, oversight and leadership to the continuous development of the student experience throughout the entire student journey, in line with strategic priorities and objectives.

**Reporting and Frequency**

Reports to: Academic Council

Meeting Frequency: Four times per year, with extraordinary meetings scheduled where required

**Sub-Committees of the Student Experience Committee**

* Student Surveys Sub-Committee
* Student Induction Planning Sub-Committee

**Remit**

1. In conjunction with the Education Committee, oversee the development of the University’s Education Strategy, endorse for approval new or revised versions of the Strategy. Monitor progress and impact of the Strategy’s implementation (as it relates to student life and the student journey).
2. Maintain strategic oversight of progress on implementation of student experience enabling plans and monitor performance against identified student experience KPIs/measures of success. Engage with and influence stakeholders across the institution, to drive achievement of student experience development objectives.
3. Oversee the strategic approach to student engagement and communications, including continuous enhancement of the approach to student voice and the effectiveness of student representation.
4. Oversee the University’s arrangements for national student surveys, including NSS, PTES, PRES and Graduate Outcomes, and receive, consider, approve and monitor actions in response to the outcomes of surveys.
5. Provide strategic direction and review to the University’s holistic provision for academic and pastoral student support to ensure holistic impact.
6. Oversee and monitor the effectiveness of arrangements, initiatives and programmes to support student transitions through the various stages of their student journey, including induction and in support of widening access.
7. Oversee and promote a strong culture of belonging across the student journey from applicant to alumni.
8. Oversee and inform the University’s approach to working with students as partners and monitor the impact of this. Consider for approval the Student Partnership Agreement and monitor its progress and impact.
9. Promote and drive focus on the development of community for students within student life, based on institutional values, the evolving and diverse nature of the student body and in support of student success.
10. Consider the impact of new evidence, research (including the results of major student surveys and national research), policy and changes in the external environment and any change or development of institutional focus or priorities that may be required.
11. Monitor trends in the nature of complaints submitted by students about the quality of the student experience, considering any development or change that may be required in response.
12. Monitor and review the appropriateness of the University’s learning environment, services and facilities, including the experience of staff and students using physical, virtual and social learning spaces and platforms and prepare recommendations for their development.
13. Receive regular reports from the Student Surveys Sub-Committee and the Student Induction Planning Sub-Committee and oversee their activity.
14. Oversee and promote equality, diversity and inclusion across the Committee’s work, and receive reports as appropriate from the University’s Equality Steering Group in relation to the student experience.

Composition

Committee Manager / Administrator Secretary

Deputy Principal (Student Experience) (Chair) Ex-officio

Deputy Principal (Education) (Deputy Chair) Ex-officio

Dean of the Faculty of Arts and Humanities Ex-officio

Dean of the Faculty of Health Sciences and Sport Ex-officio

Dean of the Faculty of Natural Sciences Ex-officio

Dean of the Faculty of Social Sciences Ex-officio

Dean of Stirling Management School Ex-officio

Dean for Teaching, Learning and Student Experience Ex-officio

Deputy Secretary Ex-officio Ex-officio

Executive Director, Sport Ex-officio

Executive Director, Information Services Ex-officio

Executive Director, Human Resources and Organisational Development Ex-officio

Executive Director, Estates and Campus Services Ex-officio

Executive Director, Commercial Services Ex-officio

Executive Director, Communications, Marketing and Recruitment Ex-officio

Academic Registrar Ex-officio

Director of Student Support Services Ex-officio

Chief Executive of the Students’ Union Ex-officio

President of the Students’ Union Ex-officio

Sports President of the Students’ Union Ex-officio

Vice-President (Communities) of the Students’ Union Ex-officio

Director, INTO University of Stirling Ex-officio

Principal and Vice Chancellor Ex-officio

Chief Operating Officer and University Secretary Ex-officio

One Associate Dean for Learning and Teaching (ADLT) appointed by the Committee Chair Appointed

# University Research Ethics Committee

Remit

a) To keep Court informed of issues and legislative requirements relating to research ethics;

b) To develop, implement and keep under review arrangements to quality assure the University ethical review process;

c) To report to Court on a regular basis on the operation of the ethical review process;

d) To provide guidance as to the activities to be undertaken by Research Ethics Panels;

e) To monitor the functioning of Research Ethics Panels and share good practice;

f) To provide oversight of activities intended to promote research ethics and research integrity throughout the University.

g) To consider any contentious project proposals which emerge from Research Ethics Panels;

h) To consider appeals that are made against the decisions of the Research Ethics Panels;

i) To submit an annual report of its business to Court.

In discharging its responsibilities the Committee will have due regard to the promotion of equality and diversity.

Relevant officers will be invited to attend the Committee as required.

Appointments will normally be for a period of three years and may be renewed for a further two periods of three years up to a total of nine years. Appointments will normally be linked to the start and end of an academic session.

Composition

Committee Manager Secretary

Lay Member of Court (Chair) nominated & appointed by GNC Appointed

Deputy Principal (Research) Ex-Officio

One of two Faculty Associate Deans of Research nominated by UREC & appointed by GNC Appointed

Two of two Faculty Associate Deans of Research nominated by UREC & appointed by GNC Appointed

Chair of the Animal Welfare and Ethical Review Body (AWERB) Committee Ex-Officio

Chair of the NHS, Invasive and Clinical Research (NICR) Committee Ex-Officio

Chair of the General University Ethics Panel (GUEP) Ex-Officio

Deputy Chair of Animal Welfare and Ethical Review Body (AWERB) Committee Ex-Officio

One of two Deputy Chairs of NHS, Invasive and Clinical Research (NICR) Committee Ex-Officio

Two of two Deputy Chairs of NHS, Invasive and Clinical Research (NICR) Committee Ex-Officio

One of three Deputy Chairs of the General University Ethics Panel (GUEP) Ex-Officio

Two of three Deputy Chairs of the General University Ethics Panel (GUEP) Ex-Officio

Three of three Deputy Chairs of the General University Ethics Panel (GUEP) Ex-Officio

University Secretary & Establishment Licence Holder Ex-Officio

Deputy Establishment Licence Holder Ex-Officio

Chair of Court Ex-Officio

Principal Ex-Officio

Named Veterinary Surgeon In Attendance

Director of Research Services In Attendance