

Name of Committee	Chair	Clerk	Membership	Venues and times	Abbreviated Terms of Reference
CSVPA Board	Rector <i>Deputy Chair: Provost</i>	Administrative Officer (R)	Rector Provost Strategy & Development Director HR Business Partner Director of Operational Quality Head of Sales Head of Marketing Finance Business Partner	Monthly	To ensure the School continues to develop and sustain a cohesive and self-critical management and academic community that can demonstrate firm guardianship and academic governance of its standards in operation. To monitor qualitative and quantitative information to oversee and implement the strategic development, governance and management of the school.
Senior Management Team (SMT)	Rector	Senior Administrative Officer	Rector Provost Dean of HE Academic Programmes Dean of L3 Academic Programmes Dean of Students Head of Welfare Head of Student and Administrative Services (SAS) Head of Operations Group Director of Property and Operations	Fortnightly	To enable its members to monitor and discharge their responsibilities for standards, planning and investment in staff, accommodation and learning resources.
Faculty Management Team (FMT)	Dean	No clerk required	Relevant Dean Relevant Course Leaders <i>Elected member Academic staff</i> <i>Elected member of technical support staff</i>	Fortnightly	To enable departments to monitor and discharge their responsibilities for standards, planning and the enhancement of teaching and learning.

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Academic Board	Provost <i>Deputy Chair: Dean of HE Academic Programmes</i>	Senior Administrative Officer	Rector Provost Dean of HE Academic Programmes Dean of L3 Academic Programmes Head of ESL Dean of Students Compliance Business Partner Digital Learning Officer Head of SAS Attendance Officer <i>Elected HE Course Director (JB) Elected L3 Course Leader (RM)</i>	September December April June	To ensure the delivery of further and higher education is in accordance with the requirements of partner awarding bodies, relevant legislation and external benchmarks relating to the delivery of Further and Higher Education within the UK, including the <i>UK Quality Code and associated guidance as defined by the QAA and the OfS.</i> To promote and enhance effective student learning, teaching, scholarship and research in relation to all Further and Higher Education programmes delivered by CSVPA.
Research & Enterprise Committee (REC)	Dean of HE Academic Programmes	Administrative Officer	Provost Strategy & Development Director Dean of HE Academic Programmes Dean of L3 Academic Programmes Dean of Students Head of Graduate School <i>Elected member of staff from each faculty</i>	November January March	To consider and advise on the development of the College's overall Research and Enterprise Strategy and to recommend a strategy to Academic Board for formal approval. To consider and advise on the development of related policies, procedures and action plans.
Academic Planning & Resources Committee (APRC)	Rector	Administrative Officer	Provost Dean of HE Academic Programmes Dean of L3 Academic Programmes Dean of Students Data Manager Attendance Manager Head of SAS Head of Marketing <i>Elected member of staff from each faculty</i>	November February March	To set and publicise a strategic framework for expenditure or income generation. To oversee the periodic review of the performance of academic and service units of the School as the basis for the allocation of resources for staffing and other expenditure, and for the promotion of academic objectives, taking into account previous and current plans of the units under review.

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Academic & Student Affairs Committee (ASAC)	Dean of Students	Administrative Officer	Dean of Students Dean of HE Academic Programmes Dean of L3 Academic Programmes Head of SAS <i>Head of Boarding</i> Head of Catering Provost Rector Head of Marketing <i>Elected member of staff from each faculty</i> <i>Elected student representatives</i>	November June	Responsible for School policy and procedure about all aspects of the student experience. To be responsible for the School's processes for annual programme monitoring by: receiving an annual summary report of boards of studies monitoring outcomes; by considering and acting on any quality management or enhancement matters arising from the annual monitoring reports.
Data Assurance Committee (DAC)	Provost	Administrative Officer	Provost Data Manager Head of SAS Attendance Manager Compliance Business Partner	November February June	Responsible for reviewing the effectiveness of internal data control systems. The Committee is required to provide an annual report to Academic Board - its conclusions on the adequacy and effectiveness of the arrangements for the management and quality assurance of data submitted to the Higher Education Statistics Agency (HESA), OfS and other bodies.
Board of Study (BoS)	Provost <i>Deputy Chair:</i> <i>Dean of HE Academic Programmes</i>	Senior Administrative Officer	Provost Dean of HE Academic Programmes Dean of L3 Academic Programmes Digital Learning Officer IT Manager University partner Liaison Officer Head of Graduate School Course Director BA G&I Course Director BA Fashion Course Leader Foundation Diploma Course Leader ExDip Art & Design Course Leader ExDip PaPA <i>Elected student representatives</i>	November March June	Forum for the discussion of matters relating to a field/course. Boards of Study make recommendations to Deans and the Academic & Student Affairs Committee as appropriate. Discussion of matters relating to: <ul style="list-style-type: none"> ○ External examiner reports and responses ○ Outcomes of the National Student Survey(NSS) ○ Results of the Destination of Leavers in HE survey (DLHE) ○ Recommendations from validations and Internal Subject Reviews ○ Course Metrics ○ Course performance data

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UG Student Staff Consultative Committee (SSCC)	Dean of HE Academic Programmes	Senior Administrative Officer	Dean of HE Academic Programmes Dean of Students Course Director BA G&I Course Director BA Fashion Digital Learning Officer IT Manager University Partner Liaison Officer <i>Elected student representatives</i>	November March	Staff Student Consultative Committees are forums for the consideration of student opinion and feedback in relation to academic matters
PG Student Staff Consultative Committee (SSCC)	Dean of HE Academic Programmes	Senior Administrative Officer	Dean of HE Academic Programmes Dean of Students Head of Graduate School Digital Learning Officer IT Manager University partner Liaison Officer <i>Elected student representatives</i>	November March	Staff Student Consultative Committees are forums for the consideration of student opinion and feedback in relation to academic matters
L3 Student Staff Consultative Committees (SSCC)	Dean of L3 Academic Programmes	Administrative Officer	Dean of L3 Academic Programmes Dean of Students Course Leader Foundation Diploma Course Leader ExDip Art & Design Course Leader ExDip PaPA <i>Elected student representatives</i>	November March	Staff Student Consultative Committees are forums for the consideration of student opinion and feedback in relation to academic matters
School Student Forum (SSF)	Dean of Students <i>Deputy Chair: Head of Welfare</i>	Senior Administrative Officer	Dean of Students Head of Welfare <i>All elected student representatives</i>	November February May	The key purposes of the Student School Forum are to: discuss and deal with issues that are not covered in the Staff Student Consultative Committee; enable student representatives to develop a shared understanding of the “student experience” at CSVPA

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Extenuating Circumstances Panel	Dean of HE	Senior Administrative Officer (AB)	Provost Dean of HE Academic Programmes Head of Graduate School Course Director BA G&I Course Director BA Fashion	January June	To consider applications for extenuating circumstance. To advise Assessment Boards on the outcome of the consideration of applications for extenuating circumstance.
KU Assessment Boards	KU Chair	Senior Administrative Officer	Dean of HE Academic Programmes Course Director BA Fashion	January June September	To confirm Marks and determine student progression and awards.
FU Assessment Boards	FU Chair	Senior Administrative Officer	Dean of HE Academic Programmes Head of Graduate School Course Director BA G&I Course Director BA Fashion	January June September	To confirm Marks and determine student progression and awards.
UAL Awarding Body Internal Verification Boards (IV)	Dean of L3 Academic Programmes	Administrative Officer	Dean of L3 Academic Programmes Course Leader <i>Elected members of academic staff from each subject specialism</i>	June August	To confirm Marks and determine student progression and awards.