

HE Management Group Terms of Reference

The HE Management Group has overall responsibility for:

- Operational management of all higher education at Calderdale College.
- Ensuring that all awards are delivered within Calderdale College and University Partnership regulations and procedures.
- Enhancing quality of teaching, learning and student experience.
- Making strategic recommendations to the Academic Board.
- Ensuring that any student issues arising are resolved appropriately within Calderdale College's policies and procedures, and within awarding body frameworks.

Schedule

The HE Management Group will meet monthly during the academic year.

Membership

The HE Management Group will be chaired by the HE Director

Other membership will include:

- HE Development and Partnership Manager
- Student Services
- LRC
- Quality
- Marketing

Terms of Reference

The HE Management Group has the authority (within partnership agreements) to:

- Recommend changes in Calderdale College's Higher Education Strategy to the Academic Board.
- Recommend changes in Calderdale College's Higher Education Teaching, Learning and Assessment Strategy to the Academic Board.
- Agree withdrawals from the curriculum offer
- Agree new course proposals.
- Respond to requests for capital bids or external funding sources to develop HE resources within Calderdale College.

- Set strategies and/or processes for ensuring quality and standards of the curriculum.
- Recommend the development of, and any changes thereto of any further strategies, policies and procedures directly relating to higher education to the Academic Board.
- Undertake annual review of all HE strategies, policies and procedures.
- Agree the HE calendar.