

University Centre Colchester

Quality Assurance Policy

2025-2026

Policy Details			
Policy Owner	UCC Academic Services		
CE Sponsor	Principal and Chief Executive		
Date created this year	23 September 2025		
Version:	Approved by:	Date approved:	To be reviewed:
1	College Executive	29 September.2025	September 2026
1	Curriculum and Quality Committee	13 November 2025	September 2026

Version Control

Version Number	Changes from previous 12 months policy (24/25)
1	Update to job titles to refer to revised management roles and structure
1	Learning and Teaching Committee removed to avoid duplication. Business conducted at either Programme Quality Meetings or Academic Board.
	Changes to policy in year

Equality Impact Assessment Tool: UCC Quality Assurance Policy

		Yes/No	Comments
1	Does the policy/guidance affect one group less or more favourably than another on the basis of:		
	Race or ethnicity	No	
	Disability	No	
	Gender	No	
	Religion or belief	No	
	Sexual orientation	No	
	Age	No	
	Marriage and Civil Partnership	No	
	Maternity and Pregnancy	No	
	Gender Reassignment	No	
2	Is there any evidence that some groups are affected differently?	No	
3	If you have identified potential discrimination, are any exceptions valid, legal and/or justifiable?	N/A	
4	Is the impact of the policy/guidance likely to be negative?	No	
5	If so, can the impact be avoided?	N/A	
6	What alternatives are there to achieving the policy/guidance without the impact?	N/A	
7	Can we reduce the impact by taking different action?	N/A	

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Section One: Quality Assurance Policy

The University Centre Colchester (UCC) Quality Assurance Policy supports UCC's vision to become more widely recognised for its high-quality provision in vocational education and training and as an exciting place to study and work.

Its aims are to continue to improve:

- The quality of teaching and learning for all students.
- The standards achieved by all students, irrespective of background.
- The efficient and effective use of resources.
- The ability of UCC to self-assess and enhance its provision.

University Centre Colchester supports this policy by:

- Designating members of the College Executive and the College Leadership and Management Group, with responsibility for the overall development and implementation of the college's quality enhancement system.
- Assigning particular responsibilities to the Principal and Chief Executive, Head of UCC Academic Services, Head of Quality and UCC Education Programmes and Area Heads with HE responsibility for ensuring that these processes are effectively applied.
- Assigning to managers specific responsibility for the implementation of the quality enhancement system and driving continuous improvement through self-assessment and action-planning within their own areas.
- Monitoring, reviewing and evaluating the performance and action to secure improvements.
- Supporting individual members of staff in continuous quality improvement.

The system for enhancing quality within UCC is underpinned by:

- Quality Assurance Policy (this document).
- Quality monitoring process; a sequence of reviews from programme level student experience to the Governing Body. It consists of the following stages: ongoing quality monitoring at programme level. Summary reports of findings and recommendations are tabled at UCC Academic Board. These reports are subsequently annotated and shared with the Governing Body via the Curriculum and Quality Committee.
- Quality monitoring documents: Programme Monitoring Reviews (PMRs), Monitoring, Review and Enhancement (MREs), and associated action plans.
- Wider organisational policies as relevant.
- Observation of Teaching and Learning, including Peer Observation.
- Regular student feedback.
- Performance management incorporating annual performance development reviews (for appraisal of staff performance and target-setting).
- Induction and mentoring for all new staff.
- Staff training including professional and management development.
- Annual monitoring and evaluation of recruitment, success rates and learners' first destinations cross-college; course approval and monitoring of external verifier/examiner reports and responses through UCC Academic Services.
- Internal audit.
- Adherence to external quality indicators, including sector benchmarked and institutional specific data.

Section Two: Institutional Values

Institutional Values:

- We are an **INCLUSIVE** College, welcoming employees and learners of all backgrounds, ages and abilities.
- We are **COLLABORATIVE** – working in partnership internally and externally to achieve shared goals.
- We are **RESPECTFUL** of each other in our words, actions and behaviours.
- We are **AMBITIOUS** for our learners, our staff and our College, always striving for excellence.
- We are **HONEST** and open, and act with integrity in all that we do.
- We provide a physically and emotionally **SAFE** environment, where people can be themselves, try out ideas, and thrive.

Section Three: Annual Quality Monitoring process

The 2025-26 Annual Quality Monitoring (AQM) process takes into account UCC's programme offers from several validated provisions: the University of East Anglia, the University of Huddersfield, as well as Pearson accredited qualifications.

The AQM process is intended to be proportionate to the number of courses offered, the subject specificities, as well as the size of student cohorts, so that any monitoring and enhancement can be impactful and timely.

UCC undertakes ongoing in-year monitoring of its provision through programme level **Programme Monitoring Reviews (PMR)**, alongside institutional reporting and individualised returns to its accrediting or validating partners.

Programme level monitoring reviews are intended to capture the qualitative student experience whereas institutional reporting identifies the quantitatively measured institutional performance indicators.

1 Programme Monitoring Reviews (PMR)

A Programme Monitoring Review is required to be completed for any ongoing programme that has **5 or more active registrations**. Programmes that have completed teach out arrangements in 2024/25 are **not** required to complete a PMR.

The PMR is a document which is updated throughout the academic year and is reviewed once per semester by the course team concerned.

2 PMRs & resulting actions

An overall programme ranking is determined from the score points awarded within the PMR relating to different course management or quality assurance mechanisms. The score points will provide a recommendation as to what actions or interventions in programme management may be required. These actions will be for the consideration of the Principal and Chief Executive in collaboration with the Head of UCC Academic Services and the Area Head.

Dependent on the volume of points, programmes may be recommended for a **Quality Action Plan** or an **Internal Course Review**.

Quality Action Plan – Is a compulsory Action Plan created in collaboration between the Head of UCC Academic Services and the Principal and Chief Executive to improve course performance. The Action Plan will be specific, targeted and time sensitive. Failure to meet targets within a Quality Action Plan will result in a formal Internal Course Review.

Internal Course Review – Is an internal periodic review exercise where the programme is considered in detail as to whether it is still fit for purpose, sustainable and meets institutional objectives.

3 Evaluation of PMRs

Although an ongoing document, the PMR (and its associated Action Plan) should be updated and presented within the Programme Quality Meeting. The PMR is expected to cover the period up to and including the previous Semester or Academic Year, depending on when it is presented.

The PMR enables the programme team and UCC Academic Services to:

- Review and evaluate the course to inform quality assurance and enhancement.
- Develop action plans that ensure the enhancement of the courses under review.
- Ensure excellence in the quality of education.
- Identify and share good practice.

The PMR also allows University Centre Colchester to have oversight of themes that are emerging across programmes that need to be acted upon, to share good practice across the institution and monitor compliance with institutional standards and expectations.

At the end of the academic year, the programme team should meet to discuss and measure the progress made on the subsequent year's action plan. Notes should be made ready for inclusion in the following year's PMR. Where action points have not been met fully, the programme team should consider what further actions are required to meet the stated objectives. Again, these should be carried through to the following year's PMR.

The reports are intended to be a useful resource for departmental staff, external examiners and external auditors.

4 Validating Partner Monitoring

In addition to its programme level, and institutional monitoring University Centre Colchester has a responsibility of reporting to its validating partners about what students undertaking their qualifications are experiencing.

The monitoring returns differ by validating partner and are subject to change within the academic year based on requirements of the partnerships.

In recent years this has included a Monitoring Review and Enhancement (MRE) report for the University of East Anglia and an Annual Programme Monitoring Review (AMPR) for Pearson.

5 Annual Quality Process – data collection and reporting points

University Centre Colchester operates a three-level quality monitoring structure, which allows representation from staff and students at all levels of its provision.

For each Programme, there is a **UCC Programme Quality Meeting** in weeks 3-6, held online to ensure ease of access. It is chaired by the Senior UCC Academic Services Officer

The primary role of the meeting is to review programme performance via student feedback and data metrics presented via Programme Monitoring Reports.

Programme Monitoring Reports (PMR) are data-based reports with qualitative evaluations written by Programme Leaders with contributions from their Area Head, and tabled at UCC Programme Quality Meetings.

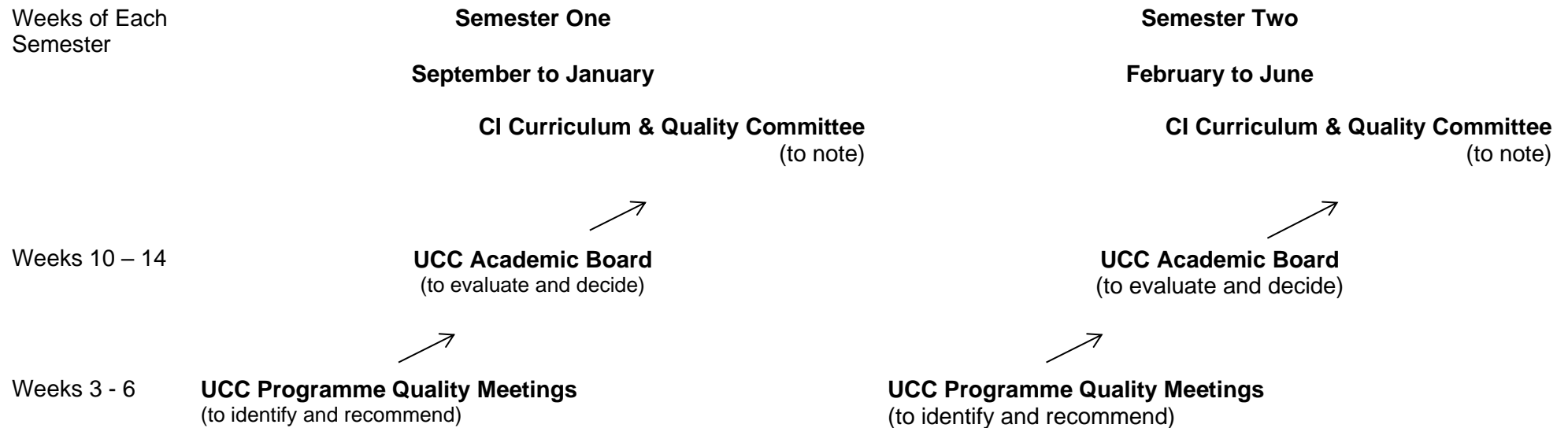
They inform course specific action plans which form part of the report itself.

All PMRs are shared with the UCC Academic Board (AB) and are accompanied by a summary report written by UCC Academic Services highlighting emerging thematic teaching and learning issues and proposing solutions for consideration by AB.

Section Four: UCC Quality structure

University Centre Colchester operates a three-level quality monitoring structure, which allows representation from staff and students at all levels of its provision. The three-meeting cycle is designed to allow a free flow of information up and down the organisation and is composed of:

- Colchester Institute Curriculum & Quality Committee
- University Centre Colchester Academic Board
- University Centre Colchester Programme Quality meetings



Sitting outside this structure are the following groups, which report via a summative report on their activities to the UCC Academic Board:

- UCC Course Proposals and Variations Committee (UCCPAV)
- UCC Accreditation of Prior Learning Panel (UCCAPL)
- UCC Research, Scholarship and Knowledge Transfer committee (UCC RSKT)
- UCC Assessment Group
- UCC Student Council

Documentation checklist to be tabled at meetings:

Institutional level	Written by	Received by	Decisions to be taken
<p>UCC Programme Quality Meetings</p> <p>Programme Monitoring Reviews</p>	<p>Co-authored by Programme Leader and Area Head (with data from UCC AS)</p>	<p>UCC Programme Quality Meeting</p>	<p>To identify & recommend actions to UCC L&T</p>
<p>UCC Academic Board</p> <p>Student Satisfaction</p> <ul style="list-style-type: none"> • Summary report of activities and feedback from UCC Student Council (Sem 1 and 2) • Data report of NSS results (Sem 1) • Data report of module evaluations (Sem 1 and 2) <p>Learning and Teaching</p> <ul style="list-style-type: none"> • Thematic summary report of Learning and Teaching issues identified and proposed solutions across three Schools (Sem 1 and 2) • Summary Report of External Examiner Reports, Recommendations and Responses (Sem 1) • Summary Report from UCC Assessment Group (Sem 1 and 2) • Report on Teaching Observations • Report from UCC Community Group (Sem 1 and 2) • Report from Research, Knowledge Transfer and Scholarly Activity Group (Sem 1 and 2) <p>Quality and Standards</p> <ul style="list-style-type: none"> • Summary report of good degrees (Sem 1) • Summary report of appeals, complaints and OIA cases 	<p>SASO</p> <p>HoAS</p> <p>HoAS</p> <p>HoAS</p> <p>HoAS</p> <p>HoAS</p> <p>HoAS</p> <p>HoAS</p> <p>HoAS</p> <p>SASO</p> <p>HoAS</p> <p>SASO</p>	<p>UCC Academic Board</p>	<p>To evaluate, decide & implement.</p>

<ul style="list-style-type: none"> Update report on OfS metrics (Sem 1) Update on UCC Annual Targets (Sem 1 and 2) Update on TEF Action Plan (Sem 1 and 2) Update on UCC Access and Participation Plan (Sem 1 and 2) 	HoAS		
	HoAS		
	HoAS		
	HoAS		
Curriculum Update			
<ul style="list-style-type: none"> Summary of New/Updated Provision (Sem 1 and 2) 	UCC AS		
<ul style="list-style-type: none"> Summary of Discontinued/Suspended Provision (Sem 1 and 2) 	UCC AS		
<ul style="list-style-type: none"> Summary of Recognised Prior Learning Awarded (Sem 1 and 2) 	UCC AS		
CI Curriculum and Quality Committee			
Executive summary of report submitted to Curriculum and Quality Committee, with outcome decisions and resulting actions	P&CE	CI Governing Body	To note and scrutinise

Key

HoAS	– Head of Academic Services
SOAS	- Senior Academic Services Officer
PLs	– Programme Leaders
UCC AS	– UCC Academic Services
HoUCCED	- Head of Quality and UCC Education Programmes
AHUUCAPD	- Assistant Head of UCC Academic and Professional Development
P&CE	– Principal and Chief Executive

Section Five: University Centre Colchester Meetings (in person or online)

1 UCC Academic Board (University Centre-level)

Purpose:

1. To oversee and report the academic direction and performance of University Centre Colchester.
2. To ensure that all quality assurance aspects relevant to University Centre Colchester programmes are addressed and acted upon.
3. To approve strategic recommendations regarding programme development, learning & teaching and other matters relating to UCC.
4. To enable staff and students to note the student experience in UCC.
5. To review regulatory requirements and ensure the institutional compliance.

Terms of Reference:

Learning and Teaching

1. To receive reports and recommendations from UCC Academic Services and Programme Quality Meetings, and any groups which the Academic Board may establish from time to time to address specific issues.
2. To receive reports and updates on matters relevant to the Academic Board, including annual and periodic programme reviews, partnership policy updates and Higher Education policy development.
3. To design and monitor effective arrangements for identifying, supporting, disseminating and rewarding effective practice and innovation in learning, teaching and assessment.

Quality and Standards

4. To ensure that effective institutional approaches are developed and implemented to enhance the quality of provision.
5. To consider data sets relating to the student experience, and any other metrics relevant to the institution.
6. To note UCC's policies and note the development of associated implementation plans.
7. To monitor the effectiveness of arrangements for managing academic standards and assuring the quality of students' learning opportunities.
8. To receive all relevant information applicable to the institution's conditions of registration with the OfS and determine the appropriate institutional actions arising from the terms of registration.
9. To identify and monitor risks to UCC's academic provision.

Other

10. To consider any other issues as may be referred to it by College Executive and/or the Governing Body, and to report to both fora after each meeting.

Membership:

1. Principal and Chief Executive (Chair)
2. Deputy Principal
3. Head of UCC Academic Services
4. All UCC Area Heads or Assistant Heads
5. UCC Senior Academic Services Officer
6. Member of UCC Academic Services (minutes)
7. Representative of UCC Student Council
8. Any co-opted members, as appropriate and appointed by the Chair

Frequency and Format of Meetings:

Twice per academic year, or more frequently as determined by the Principal and Chief Executive.

UCC Academic Board Delegated Powers:

- | | | |
|----------------------------------|---|--|
| ○ Curriculum Design | - | UCCPAV Meetings |
| ○ Recognition of Prior Credit | - | UCCAPL Meetings |
| ○ PMRs | - | Principal and Chief Executive Sign Off |
| ○ Access and Participation Plan | - | OFS Accountable Officer |
| ○ TEF Submission | - | OFS Accountable Officer |
| ○ Discontinuation of courses | - | Principal and Chief Executive |
| ○ Responses to OFS Consultations | - | Principal and Chief Executive |

Quorum

For a UCC Academic Board meeting to be quorate the following are required to be in attendance:

- The Principal and Chief Executive or their delegated Deputy
- Head of UCC Academic Services or Senior Academic Services Officer, UCC
- A Head of Area not counted above
- A member of staff from UCC Academic Services (for minutes)

1a UCC Academic Board Standing Agenda (in person or online)

The following standing agenda provides a summary of all items that should be considered at Academic Boards during the academic year. The agenda is designed to ensure that each meeting of the Academic Board pays due regard to its terms of reference in a timely fashion but should not restrict or dictate practice.

1 Welcome

2 Apologies for Absence

3 Minutes of last meeting

4 Student Satisfaction

- To receive a summary report on activities and feedback from UCC Student Council (Sem 1 and 2)
- To receive a summary report on National Student Survey results (Sem 1)
- To receive a summary report on Module Evaluation results (Sem 1 and 2)

5 Learning & Teaching

- Thematic summary report of Learning & Teaching issues identified and proposed solutions across three Schools (Sem 1 and 2)
- Summary Report of External Examiner Reports, Recommendations and Responses (Sem 1)
- Summary Report from UCC Assessment Group (Sem 1 and 2)
- Report on Teaching Observations (Sem 1 and 2)
- Report from UCC Community Group (Sem 1 and 2)
- Report from Research, Knowledge Transfer and Scholarly Activity Group (Sem 1 and 2)

6 Quality and Standards

- To receive a summary report on Good Degrees (Sem 1)
- To receive a summary report on Appeals, Complaints and OIA cases (Sem 1)
- To receive a summary report on OfS Student Outcomes metrics (Sem 1)
- To receive a summary report on UCC Annual Targets (Sem 1 & 2)
- To receive a summary report on TEF Action Plan (Sem 1 and 2)
- To receive a summary report on UCC Access and Participation Plan Action Plan (Sem 1 and 2)

7 Policy Updates

To receive Policy Updates to note

8 Curriculum Updates

- To receive a summary report on New/Updated Provision (Sem 1 and 2)
- To receive a summary report on Discontinued/Suspended Provision (Sem 1 and 2)
- To receive a summary report on Recognised Prior Learning Awarded (Sem 1 and 2)

9 Any Other Business

2 UCC Programme Quality Meetings (online only)

Purpose:

1. To provide a platform for students and staff to monitor the student experience at Programme level.
2. To reflect on the quality of learning, teaching and student performance.
3. To consider areas for module/programme improvement, and resourcing (as appropriate).
4. To make summary recommendations to the Academic Board.

Terms of Reference:

Learning and Teaching

1. To advise the UCC Academic Board on the effectiveness of Learning & Teaching within a Programme, and to monitor Learning & Teaching at module/programme levels (where available);
2. To keep under review the effectiveness of the delivery of teaching and assuring the quality of students' learning opportunities.

Quality and Standards

3. To note and document programme level performance with regard to student access, progression and attainment.
4. To identify areas for enhancement.
5. To consider student feedback at module and/or programme level.

Other

6. To consider such other issues related to Learning & Teaching as may be relevant to the student experience.

Membership:

1. Head of Area
2. Head of UCC Academic Services
3. UCC Senior Academic Services Officer (chair)
4. Programme leader or their nominee
5. Programme Tutors
6. One or more student representatives
7. Member of UCC Academic Services staff (minutes)

Frequency and Format of Meetings:

- Once per Semester

Quorum

For a UCC Programme Quality Meeting to be quorate the following are required to be in attendance:

- Head of Area or Programme Leader
- UCC Senior Academic Services Officer, or Head of UCC Academic Services-(Chair)
- UCC Academic Services Administrator (minutes)

2a UCC Programme Quality Meetings Standing Agenda:

The following standing agenda provides a summary of all items that should be considered at UCC Programme Quality meetings during the academic year. The agenda is designed to ensure that each meeting of a UCC Programme Quality meeting pays due regard to its terms of reference in a timely fashion but should not restrict or dictate practice.

- 1 Welcome**
- 2 Apologies for Absence**
- 3 Minutes of last meeting**
- 4 Student Representative agenda item**
- 5 Review of Student Feedback (To be undertaken for each Programme present)**
 - 5.1 Presentation of Student Experience Minutes and/or module evaluations
 - 5.2 Responses to Comments
 - 5.3 Confirmation of Actions
- 6 Review of Programme Monitoring Reports and Associated Action Plans**
 - 6.1 Presentation of Reports
 - 6.2 Confirmation of Updates to Action Plans
- 7 Feedback from staff**
 - 7.1 Examples of Best Practice
 - 7.2 Concerns not covered in sections 5 – 6.
- 8 Update from Academic Skills Centre**
- 9 Confirmation of Recommendations or Items to be escalated for UCC Academic Board**
- 10 Any Other Business**

3 UCC Proposals and Variations Committee (UCCPAV)

All meetings are held online only.

Purpose:

The UCCPAV meeting specifically addresses course proposals or scheme variations.

Terms of Reference:

- For discussion of the completion of validating universities' forms relating to curriculum development.
- To recommend that forms agreed are sent to the validating university for review by the Partnerships Team.
- To recommend improvements to existing documentation to enhance quality and consistency in presentation.
- To recommend which proposals can be approved by Chair's Action after the recommended revisions have taken place, and which proposals will need to be brought back to the next UCCPAV meeting.
- To determine whether any proposals and variations require further discussion at the relevant UCC Learning and Teaching committee or forum.
- To report the proposals and variations to UCC's Learning and Teaching Committee, in order that other institutional departments or divisions are aware of these changes, such as Marketing and Admissions.
- Minor amendments (for example typographical errors, clarification of wording on module description) can be approved by Chair's Action by the Principal and Chief Executive.
- To approve proposals falling outside the usual round of UCCPAV meetings, (for example over the Summer) by virtual UCCPAV meeting with the Principal and Chief Executive to act as chair and agree, with the agreement of Area Heads, that proposals can be sent to the validating university for consideration. A meeting request will be sent to relevant parties asking them to diarise a slot in their calendar to review the proposal(s) and a follow up e-mail requesting their feedback. UCC Academic Services to send the proposals to the validating university once any revisions have been carried out (if necessary) and following approval from the UCC chair.

Membership of UCCPAV:

- Principal and Chief Executive (Chair) and/or Head of UCC Academic Services or their nominee
- Representative from Area presenting proposed variation / course approval **and** associated gatekeeper
- UCC Academic Services representative (secretary)

Dates and Timing of UCCPAV

Meetings will be convened upon request. Papers will be circulated to panel members at least one week in advance for review and consideration prior to the meeting. For a UCCPAV meeting to be quorate the following are required to be in attendance:

- Principal and Chief Executive (Chair) and/or Head of UCC Academic Services or their nominee
- Representative from Area presenting proposed variation / course approval **and** associated gatekeeper
- UCC Academic Services representative (secretary)

3a UCC Proposals and Variations Committee (UCCPAV) Standing Agenda

The following agenda provides a summary of all items that should be considered at a UCCPAV meeting. The agenda is designed to ensure that each meeting of the UCCPAV pays due regards to its terms of reference.

1. Welcome
2. Apologies for Absence
3. Variation or Proposal for consideration (*bulleted list required*)
4. Recommendations of improvements to enhance the quality and consistency in presentation
5. Recommendation for Variation or Proposal to be sent to validating partner
6. Any Other Business

4 Curriculum and Quality Committee – Terms of Reference

Colchester Institute Corporation CURRICULUM AND QUALITY COMMITTEE Terms of Reference

1. Membership

- 1.1. The Committee shall comprise at least six members of the Corporation, including ex officio, the Chair of the Corporation Board and the Principal.
- 1.2. The Board shall have the power to co-opt on to the Committee a person or persons who are not members of the Corporation when desirable.

2. Chair

- 2.1. The Chair of the Committee shall be appointed by the Corporation Board.
- 2.2. If the Chair and his/her nominated deputy are unable to be present for all or part of a meeting, the Committee shall elect an acting Chair from among its members for that meeting.
- 2.3. The Principal or a staff/student governor is not eligible to act as Chair.

3. Terms of Office

Members shall be appointed for a term of four years, and shall be eligible for re-appointment at the end of their term.

4. Attendance of Non Members

- 4.1. Senior College staff may attend the committee with the agreement of the Committee.
- 4.2. Other employees of the College, Board members who are not members of the Committee and professional advisers may also be invited to attend meetings of the Committee as appropriate.
- 4.3. The Committee shall determine the extent to which it will permit observers to attend its meetings.
- 4.4. Only members of the Committee may vote. Others attending meetings may speak by invitation but may not vote.

5. Quorum

The Quorum shall be three members of the Committee including either:

- the Chair of the Committee; or
- the Chair of the Corporation Board

6. Secretary

The Secretary to the Board shall act as Secretary to the Committee.

7. Meetings

- 7.1. The Committee shall meet at least three times each year.
- 7.2. The Committee will determine its procedures for identifying matters which are confidential and may, when deemed necessary to do so, go into confidential session and exclude all non members and observers other than the Secretary. Committee members may be excluded in accordance with the Instrument of Government.

8. Reporting Procedures

The minutes of meetings of the Committee shall be reported to the next meeting of the Board.

9. Responsibilities of the Committee

DECISIONS

9.1. To agree procedures for liaison with governors.

RECOMMENDATIONS

9.2. To review and recommend to the Board:

- 9.2.1. the annual Self Assessment Report and advise the Corporation on key issues arising from the College self-assessment.
- 9.2.2. the annual HE Assurance Report and advise the Corporation on key issues arising from the report.
- 9.2.3. the HE Access and Participation Plan.
- 9.2.4. the Constitution of the FE and HE Students Unions and to monitor their implementation.
- 9.2.5. the College's Policy on Child Protection and Safeguarding and to monitor its implementation.

OTHER RESPONSIBILITIES

9.3. To monitor and advise the Board on:

- 9.3.1. the College's quality assurance procedures and systems.
- 9.3.2. employer engagement activity.
- 9.3.3. the quality of sub-contracted provision.
- 9.3.4. the effectiveness of the College ensuring weaknesses identified are addressed.
- 9.3.5. issues of curriculum development in both the local, regional and national context.
- 9.3.6. the effectiveness of communication between the Board, staff, students and other stakeholders of the college.
- 9.3.7. the student experience, including teaching, learning and assessment and levels of student satisfaction.
- 9.3.8. college targets for student outcomes, including Progress and Destinations.
- 9.3.9. the attainment of external quality and charter mark awards.

9.4. To examine academic standards including associated performance indicators and to present to the Board periodic reports on quality performance, including action plans for improvement and their progress.

9.5. To analyse student performance including attendance, retention, withdrawal rates, achievement, progress, progression, destinations and value added against targets and benchmark data and to report regularly to the Board.

9.6. To have oversight of and to monitor the College's teaching and learning observations procedure.

9.7. To receive and review reports on external events (including institutional validations, reviews, audits, inspections and accreditation visits) and to monitor any actions and quality improvement plans arising from these events.

9.8. To receive regular reports on the College's higher education provision, including OfS (Office for Students) and QAA (Quality Assurance Agency) matters impacting on University Centre Colchester.

9.9. To review and advise the Board on student support matters and to recommend policies relating to learners.

9.10. To assist in the production and review of the three year Strategic Plan for the College.

9.11. To keep abreast of major new initiatives arising from Government policies or legislation relating to learners and advise the Board as appropriate.