Higher Education (HE) Academic Board

Terms of Reference 2026-27

Academic Board is the overarching Board responsible for establishing, monitoring and maintaining academic standards within higher education at the College. The Board will:

- Approve policies and procedures and advise on the development of academic activities relating to HE.
- The Board receives minutes and reports from each of its sub- committees/groups; Ethics Committee, Exam Boards.

Within the requirements of validating partners, the HE Academic Board has overall responsibility for:

- Advising the Principal & CEO, Board of Governors and Strategic Leadership Team on higher education development and the resources required to support this development.
- Reporting to the Principal & CEO, Board of Governors, and Strategic Leadership Team on compliance with partnership and any professional, statutory or regulatory body requirements.
- Ensuring that academic standards on all awards at the College are maintained, and reporting on the establishment, monitoring and maintenance of these academic standards to the Principal & CEO, Board of Governors and Strategic Leadership Team.
- Retaining oversight of course content and ensuring that all new awards or modifications to existing awards are in line with validation agreements and the college's HE Strategy.

Schedule

The Academic Board will meet six times per year.

Membership

The Academic Board will be chaired by Director of Quality of Education (SLT). Other membership will include:

- Director of Curriculum – Technical, Higher and Professional (SLT – Vice Chair)
- Higher Education Manager
- Quality, Compliance and Qualification Development Lead
- Higher Education Coordinator
- OU Representative

Quoracy

For a meeting of HE Academic Board to be quorate there must be at least the following attendees:
1 member of the Strategic Leadership Team, The HE Manager or Quality, Compliance and Qualification Development LeadHE Coordinator (or nominated minute-taker).

If a meeting is not quorate, the Chair has the authority to hold the meeting, but any decisions would be agreed via Chair's actions.

Terms of Reference

The HE Academic Board has the authority (within partnership agreements relating to HE) to:

- Approve Board of Examiners membership on an annual basis.

- Establish or dis-establish project groups and/or subcommittee groups, regulating membership and terms of reference.

- Co-opt non-members onto Academic Board and/or its project groups and/or subcommittee groups as appropriate.

- Approve the introduction of and any changes thereto of HE Teaching, Learning and Assessment strategies

- Promote HE CPD, scholarly activity, research and protect academic freedom.

- Receive updates from committees and groups as appropriate.

- Initiate the development of, and any changes thereto of the regulatory framework directly relating to HE.

- Undertake annual review and approval of all HE strategies, policies and procedures within existing York College and Governing Body frameworks, including;
    - Set and monitor the effectiveness of policies and procedures for the setting of the academic assessment of students (where applicable) via the Board of Examiners and Subsidiary Board of Examiners.
    - Approve HE SED and review QIP updates
    - Set and monitor the effectiveness of admissions criteria.
    - Set and monitor the effectiveness of policies and procedures relating to academic misconduct.

Track Changes

Policy: HE ToR Academic Board

Version: Yearly review

Date: 26th July 2026

Change of Job title

Change : Senior Quality and Compliance Officer

To: Quality, Compliance and Qualification Development Lead