

THE LONDON SCHOOL OF ECONOMICS AND POLITICAL SCIENCE

EDUCATION COMMITTEE

Membership and Terms of Reference 2024-25

* indicates new member.

Members:

Vice President and Pro-Vice Chancellor Education, Professor Emma McCoy (Chair)
Chair of the Undergraduate Studies Sub-Committee (VP and VPC Education)
Chair of the Graduate Studies Sub-Committee (VP and VPC Education)
Chair of the Research Degrees Sub-Committee
Chair of the Student Experience Sub-Committee (VP and VPC Education)
Chair of the Regulations, Policy and Standards Sub-Committee
Chair of the TEF Sub-Committee
Academic Registrar
Dean of the General Course and Global Mobility
Director of LSE Student Learning and Personal Development Division
Director of LSE Eden Centre for Education Enhancement
Head of Digital Education Futures
Director of Extended Education Unit
Two Departmental Managers, elected by the Academic Managers Forum
Education Strategic Officer
One Education Career Track representative elected by the ECT Forum
One Deputy Heads of Department Forum representative
One Programme Directors Forum representative
One GTA representative (*Vacancy*)

Members nominated and appointed by the Academic Board¹:

(Group 1) Dr Kristóf Madarász, Dr Vincente Cunat
(Group 2) Professor Robert Wade, Dr Vesselin Dimitrov
(Group 3) Dr Rachel Ngai, Dr Kieran Oberman
(Group 4) Dr Mathijs Pelkmans, Dr Clare Wenham
(Group 5) Dr Niamh Dunne, Professor Sarah Paterson

Student members²:

Wajiha Umar *, LSESU Education Officer
Belle Ngan, Undergraduate Officer
Brian Muchene, Postgraduate Taught Officer
Mikolaj Szafranski, Postgraduate Research Officer

Professional Services staff who will be invited as attendees to specific meetings considering business relevant to their area of expertise/responsibility:

Head of Student Services
Director of the Careers Service
Director of Residential and Catering Services
Library's Head of Academic Services
Deputy Director of the PhD Academy
Director of Estates
Director of Recruitment and Admissions
Chief Information Officer

¹ One member from each Academic Board constituency will normally be a Professor.

Terms of Reference

1. On behalf of Academic Board, the Education Committee is responsible for overseeing the education and experience of all students in order to deliver the School's Strategic Plan. The Committee will take responsibility on behalf of the School for enhancing provision in line with the School's educational vision and values, drawing on analysis of empirical data to inform practice.

Strategic Leadership

2. To lead on delivering the LSE 2030 implementation plans related to education and the student experience.
3. To draw ideas and good practice from across the School and externally, articulating an enriched menu of opportunities for enhancement across the community of faculty members, professional staff, students and alumni.
4. To enable the School to enhance its performance in external quality evaluations relating to education and the student experience, drawing on appropriate internal and external data sources.
5. To take responsibility on behalf of the School for improving educational outcomes for students, overseeing initiatives for improving educational outcomes for students from all backgrounds, including meeting our requirements and commitments under the Access and Participation Plan.

Teaching, learning and assessment

6. To identify, promote and disseminate good practice across the School.
7. On behalf of Academic Board, to take a lead role in the development and implementation of School strategy, policy and procedure for all matters relating to the examination and assessment of students. To oversee this responsibility based on the advice of the Regulations, Policy and Standards Sub-Committee. Where a need for significant strategic change is identified, to refer matters to Academic Board for decision.
8. To oversee the work of the School Board of Examiners, the Graduate School Board of Examiners and the LLB Board of Examiners through the receipt of: reports on any matters arising from their monitoring of the examination and assessment processes which they deem to have wider implications for School policy or practice; and annual reports on their work during the preceding 12 months.
9. To oversee the development of policies for all aspects of teaching and learning innovation, delivery and assessment in the School based on the advice of the Regulations, Policy and Standards Sub-Committee and Student Experience Sub-Committee.
10. To endorse School regulations for degree programmes, appeals and assessment offences further to review by the Regulations, Policy and Standards Sub-Committee.

Curriculum

11. To define, monitor and enhance School strategy, policy and procedure for the approval and review of programmes of study and their constituent courses.

12. To oversee the work of USSC, GSSC and RDSC by receiving from those sub-committees reports on any matters arising from their scrutiny of new programme and course proposals which they deem might have wider implications for School policy or procedure; and an annual report on their work during the preceding 12 months.

Quality assurance and enhancement

13. On behalf of Academic Board, to define monitor and review School strategy, policies and procedures for maintaining academic standards, and assuring and enhancing the quality of its educational provision.
14. To be responsible for devolved quality assurance activities.
15. To oversee the School's relationship with external bodies, with reference to advice and guidance from relevant Education Committee Sub-Committees. This will include responsibility for: any School-wide academic review by external bodies; co-ordinating the development of School policy and procedure in compliance with national baseline regulatory requirements for quality assurance, including the Office for Students conditions of registration and the Teaching Excellence and Student Outcomes Framework, and other relevant external requirements or sector recognised standards; consideration of the School's Access and Participation Plan; oversight of compliance with the expectations of consumer law as expressed through Competition and Markets Authority guidance; and monitoring the implementation of relevant policies and procedures.
16. To promote quality enhancement initiatives at institutional and departmental levels.
17. To use the results of student surveys for quality enhancement further to advice and guidance from the Student Experience Sub-Committee.
18. To oversee the academic quality and standards of the School's Extended Education portfolio further to advice and guidance from the Extended Education Sub-Committee.
19. Members will be required to serve on panels for the periodic review of departments, though normally no member will serve on more than one review per academic year.

Student experience and academic support

20. To develop, review and monitor departmental implementation of the School's academic mentoring system.
 21. To develop and monitor student learning communities, in terms of personal guidance and advice for students, on the basis of reports from the Dean of the General Course and Global Mobility, Wardens, the Adviser to Women Students, the LSE Faith Centre and other School providers concerned with student health, wellbeing and discipline.
 22. To provide a forum for the consideration of matters relating to students' personal security.
 23. To monitor departmental Staff-Student Liaison Committees and the Student Consultative Fora, on the advice of the Student Experience Sub-Committee; and considering School wide issues arising from them that cannot be more appropriately considered by another School body.
 24. To receive annual reports from residence Wardens and to advise the Director of Residential Services on 'residential life' aspects of the residential estate.
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Mode of operation

1. To oversee within their given Terms of Reference, the activities of the following subordinate bodies reporting to the committee, and to advise them as necessary, currently:
Undergraduate Studies Sub-Committee
Graduate Studies Sub-Committee
Research Degrees Sub-Committee
Student Experience Sub-Committee
Regulations, Policies and Standards Sub-Committee
Teaching Excellence and Student Outcomes Framework Sub-Committee
Extended Education Sub-Committee
School, Graduate and LLB Boards of Examiners
Sports and Student Activities Committee (formerly Athletics Committee)
LSE100 Management Committee
2. To meet at least once in each term, the exact frequencies of meetings depending on the volume and nature of business.
3. To report to the Academic Board, submit an annual report to the Board, to act on its behalf on most matters within the Committee's Terms of Reference and make recommendations to the Board on major issues of general policy affecting the academic life of the School.
4. To invite any person to attend its meetings to assist in the conduct of its business, including officers of the Students' Union for appropriate items.
5. To liaise as appropriate with the Equity, Diversity and Inclusion (EDI) office on equality and diversity issues, by means of the exchange of reports and the referral of specific issues for consideration.
6. To liaise with, inform, and receive reports as appropriate from other School committees, fora, and processes that consider education and student experience-related matters, for example, the annual monitoring of departments by the Directorate.