

Student Voice Committee: Membership and Terms of Reference

Membership

All elected student members of LIS Working Groups and Committees, one of whom shall act as Chair of the Committee, as elected by their fellow student members of the SVC;

Director of Admissions and Student Support;

Director of Widening Participation;

Evaluation Lead (Faculty);

Director of Finance and Operations;

Director of Teaching and Learning or nominee.

Frequency: The Student Voice Committee will meet at least twice a year.

Quorum: At least five members, of whom at least three must be elected student members

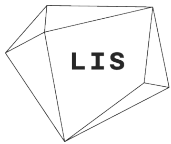
Secretary: The committee shall be serviced by a secretary appointed by the Registrar.

Terms of Reference

The Student Voice Committee will:

- i. provide a community of practice for student representatives
- ii. create a forum where students can review the effectiveness of different student voice strategies including:
 - a. providing feedback on student effectiveness on governance bodies and
 - b. the extent to which student members feel that their voices are being heard
- iii. provide a forum to ensure that marketing materials and other communications can be trialed to ensure that they are clear and accessible to students
- iv. report on the effectiveness of student training for membership roles
- v. propose/amend student voice strategies in line with requests by the Academic Council

The Student Voice Committee reports into the Academic Council and the Board on at least an annual basis.



Name of policy/procedure:	Student Voice Committee: Membership and Terms of Reference
Document owner:	Dr. Michael Englard, Director of Widening Participation
Date Originally Created:	02/2020
Last reviewed:	02/2020
Reviewed by:	
Audited by:	Academic Council
Date of Audit:	03/2020 - approved
Date of next review: (annually unless otherwise agreed)	
Related documents: (eg associated forms, underpinning processes, related policies or overarching policies)	Student Engagement Framework Academic Council Membership and Terms of reference Board of Directors Membership and Terms of Reference Programme/Module Review and Approval Panel Membership and Terms of Reference

Version Control			
Version	Author	Date	Brief summary of changes
1	Dr. Michael Englard (Director of Widening Participation)	20/02/2019	Original draft
2	Academic Council	16/03/2020	Approved