

UNIVERSITY OF ABERDEEN  
QUALITY ASSURANCE COMMITTEE  
ACADEMIC POLICY AND REGULATIONS GROUP

**REMIT AND COMPOSITION**  
*(Sub-group of Quality Assurance Committee)*

**1. COMMITTEE TITLE**

Academic Policy and Regulations Group

**2. DATE OF ESTABLISHMENT**

September 2023

**3. CHAIR AND ADMINISTRATIVE SUPPORT AREA**

Chair: Member of Quality Assurance Committee  
Clerk: Academic Services and Online Education

**4. PURPOSE**

A sub-group of the Quality Assurance Committee with responsibility for the University's framework of academic policy and regulations.

**5. REMIT: *(To be reviewed annually at last meeting of committee cycle)***

The Academic Policy and Regulations Group shall:

- Be responsible, on behalf of the Quality Assurance Committee (QAC), for the development and regular review of University educational policy and regulations relating to undergraduate, postgraduate taught and taught elements of postgraduate research provision and for referring new policy and revisions to existing policies to QAC for approval;
- Ensure that the University's education policies and regulations align with the QAA Quality Code, the wider Academic Infrastructure, legal compliance (e.g. equality, diversity and inclusion) and other external reference points, as appropriate;
- Ensure that new policy and regulations are effectively communicated to all relevant stakeholders in a suitably accessible way for the different audiences;
- Undertake such other functions as may be referred to the Committee by the Quality Assurance Committee.

**Members' Responsibilities:**

Each member of the committee will contribute actively to discussions to inform the development, implementation and review of University policies and regulations.

**6. COMPOSITION AND QUORUM:**

Chair: Member of Quality Assurance Committee

Membership: Four academic members, drawn from the Quality Assurance Committee, ensuring an appropriate disciplinary spread.  
Two representatives nominated by the Students' Union.

In attendance: Clerk  
Clerk to QAC

Quorum: 50%

**ACCOUNT TO BE TAKEN OF EQUALITY AND DIVERSITY IN MEMBERSHIP**

**7. MEMBERSHIP**

Faye Hendry (Chair)  
Isla Callander (QAC Member)  
Steven Tucker (QAC Member)  
[Vacant](#) (QAC Member)  
Oleksandr Menshykov (QAC Member)  
[Samuel Seymour](#) (Vice-President for Education – Students' Union)  
[Vacant](#) (Student representative – Students' Union)

*In attendance*

Kyra Lamont (Clerk)  
Liam Dyker (Clerk to QAC)

**8. REPORTING LINE/PARENT COMMITTEE AND INTERFACE WITH OTHER COMMITTEES**

Formal reporting line: Quality Assurance Committee (QAC)  
Interface with other committees: University Education Committee (UEC)

**9. FREQUENCY AND TIMING OF MEETINGS**

The Committee will meet at least five times per year preceding each meeting of the QAC. Additional meetings may be arranged, as required.

Meetings between 10am – 4pm in accordance with University Policy.

**10. PUBLICATION OF PAPERS**

Cognisance will be taken of the University's Publication Scheme and Agenda papers will be made available on web pages/StaffNet where possible.

**11. DATE ESTABLISHMENT OF COMMITTEE APPROVED/RECORDED BY UMG: September 2022**