

Programme Scrutiny Sub-Committee – Terms of Reference

2025-2026

Parent body

Learning, Teaching and Student Experience Committee (LTSEC)

Purpose

Programme Scrutiny Sub-Committee (PSSC) has delegated responsibility from LTSEC for considering, advising on, and ultimately formally approving (a) the proposed content and structure of new programmes, and (b) amendments to existing programmes, including their withdrawal.

Terms of reference

1. To scrutinise and give formal approval to the detailed structure and module specifications* for new taught and research programmes and short courses, reporting decisions for noting at LTSEC.
2. To scrutinise and approve proposals for amendments to the structure or module specifications of taught and research programmes of study, including short courses.
3. To consider and approve proposals to withdraw programmes of study with specific reference to the arrangements in place to protect academic standards and the quality of learning opportunities for students who have not yet completed the programme.

* Approval by the Sub-Committee of programmes involving delivery by collaborative partner institutions shall be in accordance with the Collaborative Provision Framework.

Members

Composition
Chair: A member of the academic staff appointed by the Vice Chancellor
Associate Director (Student Support Services)
Head of Student Success

Composition
A Representative of Library Services
A Representative of the Careers Service
A Representative of the Teaching and Learning Innovation Centre
Four academic staff representatives from each Faculty
A sabbatical officer of the Students Union
A representative of the Students' Union

VERSION CONTROL

Full revision of ToR	September 2023	Governance Secretariat
Approval by Nominations and Governance Committee	20 September 2023	
Approved by Council	4 October 2023	
Updated membership	12 October 2023	Governance Secretariat
Updated membership	October 2024	Secretariat

Review date: Autumn term 2026