

Education Development and Student Experience Committee (EDSEC)

Terms of Reference

Purpose

The purpose of the committee, and in the context of REU as an online provider, is to provide whole-institution leadership of effective online learning, teaching and assessment and to support and develop the quality of the student learning experience.

Remit Summary

1. To oversee on behalf of Senate all matters relating to:
 - a. Learning and assessment for learning in online environments
 - b. Teaching and supporting learning in online environments
 - c. Academic staff development linked to teaching and learning online and the professional development of all staff who support students' learning
 - d. The student learning experience, including opportunities for collaboration and the creation of learning communities
 - e. The review and development of online learning and learning tools
 - f. REU's statement of Graduate Attributes
 - g. To make recommendations to Senate in connection with a-f above.

Online learning and teaching and assessment for learning

2. To develop and maintain the university's strategic approach to online learning, teaching and assessment for learning, including the academic support of student learning
3. To keep policies and procedures concerning learning and teaching and assessment for learning under review, monitoring the effectiveness of their operation and implementation and to approve routine changes to them
4. To identify the academic skills and attributes REU seeks to develop in its students and ensure that these are embedded in modules and programmes and approaches to learner support
5. To oversee the provision and continuing development of learning resources
6. To keep the learning platforms and tools under review to ensure REU maintains and continues to develop a high quality, inclusive and innovative learning environment.

The student learning experience

7. To consider qualitative and quantitative information on the student experience including from module and programme evaluations, student surveys, and other internal and external sources of information
8. To consider and learn from student feedback, working with the Student Forum continuously to enhance the student experience and the support provided for students.
9. To work with the Student Forum to identify and agree any enhancement projects or initiatives and oversee their implementation
10. To develop and maintain, in conjunction with the Student Forum, any documents such as the University-Student Partnership Agreement

Staff development to support effective learning

11. To oversee the planning and implementation of the initial and continuing professional



development of staff in supporting effective online learning, including with regard to the design of learning materials, the presentation of content through the University's online platform, the development of collaborative learning spaces and ways to encourage and maintain active engagement in online learning communities.

Documentation of student achievement

12. To consider and approve any changes to the information in the Diploma Supplement and Certificates of Credit

Regent European University graduate attributes

13. To develop and maintain REU's graduate attributes, reflecting informing notions from *Thinking into Character*, and ensure that the educational experience of all our graduates enables them to develop personally and professionally.

Reporting

14. All changes are reported to Senate through the minutes of EDSEC and its Chair; recommendations on substantive changes will be referred to Senate for discussion and approval.

Constitution

Pro Rector with responsibility for Students (Chair)
 Head of Digital Learning
 Academic staff nominee from each School
 Student representative from each School
 Up to two co-opted members
 Secretary to the committee (in attendance)

Quorum

One third of membership to include the Chair (excluding co-opted members)

Frequency of meetings

As required and at least twice per academic year

Reporting and Minutes

Routine reporting is through the Chair and minutes to Senate. The minutes of all meetings are submitted to the next meeting of Senate. The minutes will detail all minor changes to policies, procedures and other materials within the remit of EDSEC; recommendations on substantive changes will be referred to Senate for discussion and approval.

The minutes of all meetings are submitted to the next meeting of EDSEC for formal approval. Minutes are stored on the Governance SharePoint site.

In addition, the Chair makes an annual report to Seante on the effectiveness of the committee's exercise of its responsibilities, making recommendations as appropriate, and provides a summary of the work of the committee over the previous operational year.

Approval and modification

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