

Academic Council



Terms of Reference and Membership May 2026

Purpose

Academic Council is the College's highest academic authority and guardian of the academic standards and quality of its higher education provision.

The Academic Council's functions shall be to:

1. To determine and approve:
 - a) the College's academic plans.
 - b) the College's academic governance and management framework.
 - c) the policies and regulations governing academic standards and quality of learning opportunities.
 - d) new programmes (to commence delivery).
 - e) the quality assurance procedures used to maintain academic standards and maintain and enhance the quality of learning opportunities.
 - f) the oversight of academic awards for programmes
2. To oversee and monitor the implementation of academic plans, policy, regulations and procedures.
3. To consider correspondence to and from awarding and other external bodies related to the academic standards and quality of the College's higher education provision.
4. To establish, and delegate responsibilities to, such sub-committees, boards, panels and working groups as it considers necessary for purposes enabling it to carry out its responsibilities effectively.
5. To monitor academic risk and regulatory compliance in all jurisdictions of operation.

Quorum

The Chair and at least half of the membership.

Members of the Committee who are unable to attend a particular meeting may send a suitably qualified nominee, at the discretion of the Chair. Nominees shall count

towards the quorum as though they were the members of the Committee by whom they were nominated and shall be entitled to vote.

Frequency

The Board shall typically meet three or four times per academic year.

Mode of operation

The Chair's powers may be used between meetings of the committee to address urgent and/or confidential matters (any action undertaken through the Chair's powers will be reported to the next meeting of the committee).

Voting and Recommendations

It is expected that decisions of the Academic Board will normally be reached by consensus and after due debate but if a vote is required then decisions shall be made on the basis of a majority of those attending and voting at a quorate meeting. In the event of an equality of votes being cast, the Chair shall have a casting vote.

Composition and membership

The standing membership and composition of the Committee are as follows:

Role	Member
Chair	Selva Pankaj, CEO
Academic representatives	Amit Chugh, Head of Centre
	TBC, Academic Director
	TBC, Head of Programme: Business
	Kishoree Chavan, Head of Programme: Computing
Professional services representatives	TBC, Operation/Admin Manager
	TBC, Quality Nominee
Student Representatives	To be nominated
Secretary	To be confirmed

Document History

Version	Date	Details	Author	Approved
1.0	1 st May 2026	Document drafted	Head of Centre	TBC