

SOUTH LANARKSHIRE COLLEGE (BOARD OF MANAGEMENT)

DEVELOPMENT COMMITTEE

Constitution and Membership

The Board of Management will establish a Committee to the Board to be known as the Development Committee.

The Committee and its Chairman will be appointed by the Board. The Committee will meet four times per year. There shall be five members (this will include the Principal). A quorum shall be a minimum of two members of the Committee.

Terms of Reference

These Terms of Reference ensure that the Development Committee has specified authority and resources to form an opinion and to make recommendations and report to the Board.

Proceedings

The Committee should meet four times per year. The Depute Principal and Managers responsible for Marketing and Quality will attend as specialist advisors.

Duties

The duties of the Committee should include:

- Advise Principal on all Marketing activities.
- Advise on the development and review of College Marketing Policy and Strategy.
- Maintain an overview of all matters concerned with College Marketing, including reviews of all marketing activities.
- Review all quality matters within the College.
- Review the self-evaluation process of the College and subsequent report.
- Direct the self-evaluation of the Board of Management.
- Review academic and curriculum matters.
- Review the College's academic portfolio of programmes.
- Review the College's performance indicators and approve recommendations for improvement.

Reporting Procedures

The Committee should direct the minutes and appropriate papers of its meetings to the Board of Management.

After approval, the Committee's Minutes and appropriate papers should be directed to the Regional Strategic Board and be published on the South Lanarkshire College website.

.

DRAFT