

EXECUTIVE COMMITTEE

Chairperson: Principal

Members:

- Deputy Principal
- Academic Registrar
- Quality Assurance Manager
- Dean of Teaching
- Administration Manager
- External Members
- External Quality Assurance Member
- Heads of Departments

Frequency of Meeting: Annually

Purpose

The Executive committee is responsible for defining the policies, strategies and academic affairs of the college. The committee is comprised of the college directors, senior management and academic staff.

Terms of Reference

1. To evaluate and enhance the quality of students' learning opportunities and learning experiences
2. To consider and decide major management and strategic planning issues and any other matters which may affect the College as a whole.
3. To ensure that the appropriate courses of action to implement such decisions are agreed and carried through.
4. To create College wide awareness of major initiatives which impact on the operations, relationships, image or funding of the College as a whole.
5. To ensure that major strategic and operational decisions are communicated to all staff.
6. To receive monthly reports on the operation of the College administration.

Reviewed July 2017