

CURRICULUM, QUALITY AND STUDENT EXPERIENCE COMMITTEE

5 March 2026

Committee Terms of Reference (ToR)

1.0 PURPOSE OF PAPER

For decision

2.0 EXECUTIVE SUMMARY

2.1 As the new suite of supporting strategies has been rolled out reference to the previous strategy in the ToR, and monitored by this Committee, has been removed (Future Skills) and been replaced with the name of the new strategy (Skills and Enterprise).

2.2 If there are any other changes Members would like to discuss or propose they are welcome to do so at the meeting.

2.3 The current ToR with changes tracked are attached.

3.0 RECOMMENDATION(S)/ACTION(S) REQUIRED

3.1 It is recommended that Committee recommend the amended ToR to Board for approval.

4.0 MAIN PAPER

4.1 See attached.

5.0 IMPLICATIONS AND CONSIDERATIONS

5.1 Financial Implications

There are no direct financial implications from the contents of this paper.

5.2 Learner Implications

There are no direct learner implications from the contents of this paper.

5.3 Staff Implications

There are no direct staff implications from the contents of this paper.

5.4 Equality and Diversity Implications/Equality Impact Assessment

There are no direct equality and diversity implications from the contents of this report.

5.5 Sustainability/Environmental Implications

There are no direct sustainability or environmental implications from the contents of this report.

6.0 CONCLUSION

- 6.1 It is the responsibility of the Committee to ensure that their Terms of Reference are accurate and up to date and reflect fully the purpose and scope of the Committee.

Ingrid Earp, Board Secretary

Previous Board or College Committee Approvals:

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For publication ☐	Not for publication ☒ If not, why not? Full approval at Board.
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BORDERS COLLEGE

CURRICULUM, QUALITY AND STUDENT EXPERIENCE COMMITTEE

TERMS OF REFERENCE

1. Constitution

A minimum of six members (one will be the Academic Staff Board Member and one Student Member), there may be other Committee members co-opted as appropriate. The Regional Board will be advised of the details of any proposed co-opted individual. The co-opted individual will not count for the purposes of constituting a quorum.

The Vice Principal Student Experience, the Director of MIS and Quality and the Assistant Principal Curriculum and Sustainability will normally be in attendance. Others may attend by invitation.

1.1 Quorum: Three members of the Committee shall constitute a quorum. There should always be a majority of independent members present.

1.2 Chair: To be elected by the Regional Board.

2. Terms of Reference

The purpose of the Committee is to oversee the quality and standard of the curriculum provision, the student experience and relevant key performance indicators (KPIs). The Committee will also monitor the direction and performance of the ~~Future Skills~~ **Skills and Enterprise** Strategy to ensure that the needs and requirements of the learners, stakeholders and employers are being met.

Key Items:

- Oversight of the ~~Future Skills~~ **Skills and Enterprise** Strategy including oversight of quality standards and relevant KPIs;
- Oversight of Annual Self Evaluation Action Plan (SEAP);
- Monitor and oversee the Corporate Parenting Plan;
- Monitor and oversee the British Sign Language Action Plan;
- Borders College Student Association (BCSA) relationship; and
- Oversight of Equality and Diversity plans and reports.

2.1 To oversee the ~~Future Skills~~ **Skills and Enterprise** Strategy and ensure that the objectives are on target to being achieved and that the Strategy continues to meet the needs of learners, employers and stakeholders, also including monitoring progress towards College Key Performance Indicators (KPIs) and targets relating to the performance of students, teaching and learning across the College. To include

student satisfaction scores, completion, retention, achievement and progression rates and rankings as well as access and inclusion reports and destination surveys;

- 2.2** To ensure that the curriculum and skills offering meets Regional needs and is robust, future facing, relevant, innovative and of a high quality;
- 2.3** To have oversight of, and monitor, the Self-Evaluation Action Plan (SEAP);
- 2.4** To oversee and monitor the College's British Sign Language (BSL) Action Plan;
- 2.5** To oversee that the quality requirements of the Scottish Funding Council and Education Scotland are met;
- 2.6** To monitor College complaints and compliments handling and outcomes;
- 2.7** To monitor strategic risks which are relevant to the Curriculum, Quality and Student Experience Committee;
- 2.8** To oversee and monitor the Corporate Parenting Plan;
- 2.9** To receive reports from the Borders College Student's Association (BCSA) and oversee the relationship between Board and BCSA;
- 2.10** To oversee student welfare and guidance;
- 2.11** To approve the College Annual Equalities and Mainstreaming Report and Action Plan, and monitor progress against objectives;
- 2.12** To receive reports on Learning for Leading visits by Regional Board Members and monitor and oversee the management response to any items raised;
- 2.13** To oversee the disbursement of the George Heron Wilson Bequest and the Robert Noble Trust; and
- 2.14** To provide an annual report to the Regional Board

3. Meetings

The Committee shall meet three times a year and more frequently as necessary.

4. Reporting

All members of the Regional Board shall receive a copy of the minutes of each meeting and the Chair of the Committee shall make a report at the following Regional Board meeting.

Approved by the Board –

Date of next review – June 2027