

**Learning Enhancement and Development Advisory Board**  
**Terms of Reference**

**Purpose**

The Learning Enhancement and Development Advisory Board provides strategic leadership, direction and support for the educational enhancement and development activities for the University, particularly those of the Department of Learning Enhancement and Development (LEaD). This includes a range of key activities such as the Education and Student Experience Strategy, the University Education Award Scheme and the Learning Spaces and Educational technology. The Board is chaired by Dr Pam Parker (Professor Susannah Quinsee) and has representation from all key areas of the University. It is an advisory board but does enable Dr Pam Parker (Professor Susannah Quinsee) to represent these views at a range of key education forum. The Board provides regular reports to the Education and Student Committee.

**Key Responsibilities**

- Ensure the University has clear vision of educational enhancement and oversee activities needed to benefit the staff and student experience
- Advise and support Learning and Teaching Committees and Professional Services on the development and delivery of step-change activities identified in the University's Education and Student Strategy, particularly those relating to enhancement.
- Consider opportunities for developing the educational offer for students through supporting staff professional development
- Establish where the work of LEaD services specifically relates to particular hubs of the Education and Student Strategy and where additional resources are required
- Determine priorities/ align activities with priorities already identified
- Create policy in relation to educational enhancement where appropriate
- Provide a forum where education developments and potential projects can be discussed as well as horizon scanning knowledge be shared
- Identify, agree and monitor institution wide projects to enhance education, and agree project proposals and any associated budgets and in particular those relating to the Research and Practice Informed hub of the strategy
- Oversee Educational Technology major initiatives that are funded as part of the University strategy and receive regular reports from the Learning Environment Committee
- Agree, monitor and evaluate the University award scheme for Learning and Teaching including the budget provided for this
- Actively promote the activities within schools that demonstrate good practice and encourage staff to participate in activities to disseminate these both internally and beyond the University and to support the enhancement of existing areas of strength identified in the Education and Student Strategy
- Track and report on progress to the Projects Board and Education and Student Committee, and receive relevant reports (where appropriate) from Learning and Teaching Committees and Professional Services in order to ensure a joined up approach and oversight of progress towards the hub destination(s).

**Membership of the Learning Advisory Board**

<b>Role</b>	<b>Name</b>
Deputy Vice Chancellor	Professor David Bolton
Director of Learning Enhancement and Development (LEaD) (Chair)	Dr Pam Parker
Service and Development Manager, LEaD (Secretary)	Hester Wellings
Associate Deans Education	
Cass Business School	Dr Lorenzo Trapani
City Law School	Professor Susan Blake
School of Arts and Social Sciences	Professor Laurence Solkin
School of Health Sciences	Maria Dingle/ Dr Rachael-Anne Knight
School of Informatics/School of Engineering and Mathematical Sciences	Dr Cristina Gacek
National Teaching Fellows	Emily Allbon
	Professor Nigel Duncan
	Professor Jason Dykes
	Professor Clive Holtham
	Professor Steve Stanton
Vice President, Education, Students' Union	Umar Chaudhery
Head of Student Experience	Julie Crofts/Maggie Cunningham
Head of Learning Success	Andrea Kenneally
Head of Student Counselling and Mental Health Services	Charlotte Halvorsen
Head of Educational Technology	Annemarie Cancienne/Anise Bullimore
Academic team Lead	Neal Sumner/Patrick Baughan