Imperial College London

Imperial College London Schedule of Delegation covering Quality Assurance and Academic Standards

		Final Authority	Delegated Authority	Proposed by	Delegation Limits and Context	Source
Governance						
	Amendments to Charter	Privy Council		Council		Charter and Statutes 2007
	Amendments to Statutes	Privy Council		Council	No Statute affecting academic policy shall be made until the Senate has been consulted	Charter and Statutes 2007
	New and amendments to Ordinances (including awards)	Council		Senate		Charter and Statutes 2007
	Regulations for Students	Council		Senate		
	New and amended general, academic and examination regulations	Senate		QAEC		
	Quality assurance and standards governance structure	Senate		QAEC		

Policy					
Academic Policies	Senate	QAEC			
Admissions Policies (including minimum entry requirements)	Senate	QAEC	Admissions Network/Student Recruitment and Monitoring Group		
Degree Programmes					
New degree designation	Council		Senate on the recommendation of QAEC via the Programmes Committee		
New programmes of study (including new and innovative programmes and collaborative programmes)	Senate	QAEC	Programmes Committee	Proposals will only be considered by the Programmes Committee once they have passed through the correct department/Faculty/College level approval process (including Planning Round)	Programme Approval and Modification Policy

See also collaborative provision policies |
| New award attached to an existing programme | Senate | QAEC | Programmes Committee | Where a PG Certificate or PG Diploma is added to a Master's or PG Cert or PG Diploma external examiner's comments | Programme Approval and Modification Policy |

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					are needed. Where an existing PG Cert or PG Diploma is enhanced to include a Master's external review is needed.	
	New pathway in programme (no change to programme title)	Programmes Committee		Faculty Education Committee	Annual report to Senate	Programme Approval and Modification Policy
	New stream in programme with new programme title	Senate	QAEC	Programmes Committee		Programme Approval and Modification Policy
	Amendment to degree titles (or use/amendment to umbrella titles)	Senate	QAEC	Programmes Committee		Programme Approval and Modification Policy
	Suspension or withdrawal of a degree programme (or of a named stream within a degree programme	Senate	QAEC	Programmes Committee		
	Mode of Delivery	Senate	QAEC	Programmes Committee		Programme Approval and Modification Policy
	Non-Standard Start	Senate	QAEC	Programmes		Programme

	Date (not October)			Committee		Approval and Modification Policy
	Additional Entry Requirements	Senate	Faculty Education Committee	Departmental Teaching Committee	Comments needed from the External Examiner(s)	
	Special Qualifying Examinations- SQT (Master's level only)	Faculty Education Committee		Departmental Teaching Committee	Approval needed from the External Examiner(s)	
	Minor Modifications	Senate	Departmental Teaching Committee	Programme Director/DUGS/DPGS	Annual report to Senate listing all minor modifications from the Programmes Committee via QAEC	Programme Approval and Modification Policy See also collaborative provision policies
	Major Modifications	Senate	QAEC	Programmes Committee	Substantial changes would be treated as new programme	Programme Approval and Modification Policy
Monitoring and Review						
	Annual Monitoring UG and Master's Level programmes	Senate	QAEC	Faculty Education Committee	Faculty Education Committee considers departmental reports QAEC considers Faculty level summaries Senate receives annual report	Annual Monitoring and Review Policy

				of outcomes	
	Periodic Review of UG and Master's Level Programmes	Senate	QAEC		Faculty Education Committee considers departmental reports QAEC considers Faculty level summaries Senate receives annual report of outcomes	Annual Monitoring and Review Policy
	Precept Reviews of Research Degree Programmes	Senate	QAEC	Postgraduate Research Quality Committee	PRQC considers departmental reports QAEC considers Faculty level summaries Senate receives annual report of outcomes	Annual Monitoring and Review Policy
	Periodic Review of Research Degree Programmes	Senate	QAEC	Postgraduate Research Quality Committee	PRQC considers departmental reports QAEC considers Faculty level summaries Senate receives annual report of outcomes	Annual Monitoring and Review Policy
	Professional, Statutory, Regulatory Bodies (PSRB) reports	Senate	QAEC	Faculty Education Committee		

Collaborative Provision					
New partners for collaborative programmes	Provost Board		Vice Provost (Education)		Collaborative Provision Policies
New collaborative awards	Senate		QAEC on the recommendation of the Programmes Committee		Collaborative Provision Policies
New collaborative modules	Senate	QAEC	Programmes Committee		Collaborative Provision Policies
Review of partnerships	Provost Board		Working group established to consider individual partners		Collaborative Provision Policies
Approval, Renewal and Review of Student Exchange Partners	Senate	Faculty Education Committee	Lead academic with assistance from the Assistant Registrar (Placements) and reference as necessary to the International Relations Office	Registry manages production of agreements. Vice Provost (Education) signs agreements (delegated to Registry in case of Erasmus agreements) post FEC. Annual report to Senate via QAEC	Procedure for the Establishment, Renewal & Review of Student Exchange Partners
Review of PRIs	Senate	Postgraduate Research Quality Committee		Annual report to Senate via QAEC	Approval and Renewal of PRI Policy

External Examining Arrangements for UG and Master's Level Programmes					
Appointment of External Examiners	Senate	Vice Provost (Education)			External Examining Policy
Termination of Appointments of External Examiners	Senate	Vice Provost (Education)			External Examining Policy
Consideration of External Examiner's Reports	Senate	QAEC	Faculty Education Committee	Considered as part of annual monitoring process. The Vice Provost (Education) considers prior to consideration by the Faculty Education Committee	Annual Monitoring and Review Policy
Short Courses					
New non-credit bearing courses (including non-credit bearing Summer Schools)	Programmes Committee		Academic and non-academic departments	Annual report to Senate via QAEC	Short Course Approval, Modification, Monitoring and Review Policy
New credit bearing courses (except Summer Schools)	Programmes Committee		Academic departments via the Faculty Education Committee Non-academic departments direct	Annual report to Senate via QAEC	Short Course Approval, Modification, Monitoring and Review Policy
New credit bearing Summer Schools	Senate	QAEC	Academic departments via the Faculty Education		Short Course Approval, Modification,

			Committee Non-academic departments direct		Monitoring and Review Policy
Modifications to non-credit bearing courses (including Summer Schools)	Programmes Committee		Academic and non-academic departments	Annual report to Senate via QAEC	Short Course Approval, Modification, Monitoring and Review Policy
Modifications to credit bearing courses (including Summer Schools)	Programmes Committee		Academic departments via the Faculty Education Committee Non-academic departments direct	Annual report to Senate via QAEC	Short Course Approval, Modification, Monitoring and Review Policy
Review of non-credit bearing courses (including non-credit bearing summer schools)	Programmes Committee		Academic departments via the Faculty Education Committee Non-academic departments direct	Annual report to Senate via QAEC	Short Course Approval, Modification, Monitoring and Review Policy
Review of credit bearing courses (including credit bearing summer schools)	Programmes Committee		Academic departments via the Faculty Education Committee Non-academic departments direct	Annual report to Senate via QAEC	Short Course Approval, Modification, Monitoring and Review Policy