

ACADEMIC COUNCIL DELEGATION FRAMEWORK

Introduction

The Academic Council Delegation Framework, approved by the [Academic Council](#), summarises the powers delegated by the Academic Council.

The University's [Articles of Association](#) state that the Academic Council shall “subject to the control and approval of the Governing Body, oversee the teaching and research of the University and be responsible for the academic quality and standards of the University. The Governing Body shall receive and test assurance from the Academic Council that academic governance including the standard of academic awards, the student academic experience and student outcomes are adequate and effective”. The Academic Council ensures that the Office for Students conditions of registration for quality and standards are met and provides this assurance to the Governing Body.

The Academic Council has delegated authority to make academic regulations that regulate the programmes of study and research at the University and other matters concerning students.

The Academic Council has approved this framework for delegations to its committees and the Vice-Chancellor.

For further information, see the [University Delegation Framework](#) webpage or contact the [Secretariat team](#).

This Delegation Framework has the following sections:

- [Academic Regulations, Policies, Procedures and Guidance](#)
- [Committees](#)
- [Other Governance](#)
- [Academic Organisation](#)
- [Strategic Direction](#)
- [External Reviews \(eg PSRBs\)](#)
- [Research](#)
- [Educational Partnerships and Programmes](#)
- [Academic Quality and Standards](#)
- [Academic Awards \(excluding Research Degrees\)](#)
- [Research Degrees](#)
- [Student Recruitment](#)
- [Academic Appointments](#)

1. Academic Regulations, Policies, Procedures and Guidance (RPPG)

1.1 Approve RPPG governing partnerships and programmes

- Decision made by: **Partnerships Board**

Partnership Board should ensure effective communication with Student Success Board.

1.2 Approve RPPG governing research and knowledge exchange

- Decision made by: **Research and Knowledge Exchange Board**

Student and Academic Services should be consulted to ensure consistency, where appropriate, across research degrees and UG/PG taught degrees.

1.3 Approve RPPG governing research ethics

- Decision made by: **University Research Ethics Board (UREB)**

UREB shall consult with Research and Knowledge Exchange Board prior to approving any changes to regulations and policies.

1.4 Approve other RPPG within Student Success Board's remit including student admission, conduct, exclusion and expulsion, academic quality assurance and the Principal Conditions of Registration

- Decision made by: **Student Success Board**

1.5 Approve derogations to RPPG within Student Success Board's remit

- Decision made by: **Programmes and Partnerships Management Committee (PPMC)**

2. Committees

2.1 Approve Academic Council's terms of reference and composition

- Decision made by: **Governing Body** on the recommendation of Academic Council

2.2 Establish/discontinue committees and ad hoc working groups reporting to Academic Council. Approve their terms of reference and composition

- Decision made by: **Academic Council**

2.3 Establish/discontinue Faculty and other committees reporting to Academic Council committees. Approve their terms of reference and composition

- Decision made by: **Academic Council**

2.4 Appoint/remove chairs and vice-chairs of all Academic Council committees and working groups, unless chair/vice-chair is specified in the committee's terms of reference

- Decision made by: **Academic Council**

2.5 Approve the terms of reference and membership of Sub-strategy Steering Groups (where established)

- Decision made by: **Partnerships Board, Research and Knowledge Exchange Board, Student Success Board**

2.6 Establish/discontinue working groups in Faculties to improve performance in the key areas of widening participation via the Access and Participation Plan, the BAME Award Gap KPI, the Graduate Outcomes KPI and continuation

- Decision made by: **Faculty Student Success Committees**

2.7 Establish sub-committees to approve amendments to modules and minor amendments to programmes

- Decision made by: **Faculty Student Success Committees**

2.8 Establish sub-committees or ad hoc working groups within Faculties reporting to the Faculty Research Ethics Committee

- Decision made by: **Faculty Research Ethics Committees**

2.9 Establish sub-committees and working groups to facilitate the working of the Committee

- Decision made by: **Faculty Research Degrees Committees**

3. Other Governance

3.1 Approve the Academic Council Delegation Framework

- Decision made by: **Academic Council**

3.2 Approve the assurance to the Governing Body that academic governance including the standard of University awards, the student academic experience and student outcomes are adequate and effective and meet OfS conditions for quality and standards

- Decision made by: **Academic Council**

4. Academic Organisation

4.1 Approve mergers, incorporation of entities into the University and major institutional alliances

- Decision made by: **Governing Body**

4.2 Approve the establishment, discontinuation and naming of Faculties

- Decision made by: **Governing Body**

4.3 Approve the establishment, discontinuation and naming of organisational structures below Faculties (other than Research Centres)

- Decision made by: **Vice-Chancellor and Chief Executive Officer (Vice-Chancellor and CEO)**

The Vice-Chancellor may delegate decisions in the Executive Delegation Framework.

4.4 Approve the establishment, discontinuation and naming of Research Centres

- Decision made by: **Research and Knowledge Exchange Board**

5. Strategic Direction

5.1 Approve the University Strategy including the vision, values and key performance indicators. Set the culture of the University.

- Decision made by: **Governing Body.**

The power to approve the Strategy cannot be delegated by the Governing Body.

5.2 Approve academic sub-strategies (Student Success, Research and Knowledge Exchange, Partnerships) under the University Strategy

- Decision made by: **Governing Body** on the recommendation of the Academic Council

5.3 Approve plans to implement academic sub-strategies within their remit including the approval and closure of projects

- Decision made by: **Partnerships Board, Research and Knowledge Exchange Board, Student Success Board**

5.4 Approve plans to implement the University's sub-strategies in their Faculty where the sub-strategy is within their remit

- Decision made by: **Faculty Student Success Committees, Faculty Research and Knowledge Exchange Committees**

6. External Reviews

6.1 Approve action plans following external reviews within their remit

- Decision made by: **Partnerships Board, Research and Knowledge Exchange Board, Student Success Board** (other than PSRB accreditations)

6.2 Approve the register of Professional, Statutory and Regulatory Body (PSRB) accreditations and oversee accreditation processes, associated risk assessment and resulting actions; approve the annual report on accreditation activities and procedures

- Decision made by: **Programmes and Partnerships Management Committee (PPMC)**

7. Research

7.1 Give ethical approval for research projects covered by the Research Ethics Policy

- Decision made by: **University Research Ethics Board**

7.2 Give ethical approval for research projects delegated to Faculty Research Ethics Committees under the Research Ethics Policy

- Decision made by: **Faculty Research Ethics Committees**

The University Research Ethics Board (UREB) may consider and change these decisions. FRECs may also refer decisions to UREB which are difficult or contentious

7.3 Give ethical approval for Natural Resources Institute (NRI) research projects where permitted under the NRI Code of Practice for Research with People and associated guidance

- Decision made by: **NRI Research Ethics Panel**

The NRI Code of Practice for Research with People and associated guidance is approved by UREB.

7.4 Approve the arrangements for research student surveys

- Decision made by: **Research and Knowledge Exchange Board**

7.5 Approve institutional research and/or knowledge exchange partnerships

- Decision made by: **Research and Knowledge Exchange Board**

7.6 Approve arrangements for internal periodic reviews of research excellence

- Decision made by: **Research and Knowledge Exchange Board**

7.7 Approve arrangements for external quality R&KE assessment (e.g. the Research Excellence Framework and Knowledge Exchange Framework)

- Decision made by: **Research and Knowledge Exchange Board**

7.8 Research Excellence Framework (REF): approve the Units of Assessments (UoA) to which submissions will be made, REF UoA statements of intent, the staff included for submission in each UoA and the University's final REF submission

- Decision made by: **REF Strategy Working Group**

7.9 Approve plans to improve the quality and standards of research degree provision and research and knowledge exchange generally. Approve action plans to take advantage of opportunities, mitigate risk and improve performance

- Decision made by: **Research and Knowledge Exchange Board**

7.10 Approve Faculty plans to improve research and knowledge exchange and research degree provision within the Faculty

- Decision made by: **Faculty Research and Knowledge Exchange Committees**

8. Educational Partnerships and Programmes

8.1 Approve business cases for new partnerships. Give final approval to new partnerships following due diligence overseen by Programmes and Partnerships Management Committee (PPMC)

- Decision made by: **Partnerships Board**

8.2 Approve the expansion, suspension and discontinuation of partnerships recommended by PPMC

- Decision made by: **Partnerships Board**

8.3 Approve arrangements for the oversight and risk management of partnerships

- Decision made by: **Partnerships Board**

8.4 Approve recommendations from PPMC to improve the quality of partnerships and programmes

- Decision made by: **Partnerships Board**

8.5 Approve, suspend and discontinue academic programmes and modules, including degree apprenticeships, and award titles

- Decision made by: **Programmes and Partnerships Management Committee (PPMC)**

PPMC shall escalate decisions by exception to the Partnerships Board where PPMC considers the Board's approval is necessary, e.g. for ethical, reputational, financial or academic quality reasons, or because PPMC considers that there are significant strategic implications.

8.6 Approve regulations, policies and procedures related to programme and module changes

- Decision made by: **Partnerships Board**

8.7 Approve amendments to programmes and modules (except where approval has been delegated to Faculty Student Success Committees in regulations/policies approved by the Partnerships Board)

- Decision made by: **Programmes and Partnerships Management Committee (PPMC)**

PPMC shall escalate decisions by exception to the Partnerships Board where PPMC considers the Board's approval is necessary, e.g. for ethical, reputational, financial or academic quality reasons, or because PPMC considers that there are significant strategic implications.

8.8 Approve amendments to modules and minor changes to programmes where delegated in regulations/policies approved by Partnerships Board

- Decision made by: **Faculty Student Success Committees**

8.9 Approve student mobility partnerships (e.g. student exchanges)

- Decision made by: **Programmes and Partnerships Management Committee (PPMC)**

PPMC shall escalate decisions by exception to the Partnerships Board where PPMC considers the Board's approval is necessary, e.g. for ethical, reputational, financial or academic quality reasons, or because PPMC considers that there are significant strategic implications.

8.8 Approve Faculty plans to implement the Partnerships sub-strategy

- Decision made by: **Faculty Student Success Committees**

9. Academic Quality and Standards

9.1 Approve institutional plans to improve the quality of programmes

- Decision made by: **Student Success Board**

9.2 Approve good practice exemplars and communications to promote awareness and engagement in the areas within Student Success Board's remit

- Decision made by: **Student Success Board**

9.3 Approve the arrangements for internal student surveys and any resulting institutional action plans

- Decision made by: **Student Success Board**

9.4 Regularly review the management of academic risk in key areas covered by the Student Success sub-strategy. Approve action plans to take advantage of opportunities, mitigate risk and improve performance

- Decision made by: **Student Success Board**

9.5 Approve plans to improve Technology Enhanced Learning (TEL) and policies related to the University's VLE and associated TEL tools

- Decision made by: **Student Success Board**

9.6 Approve arrangements for any external reviews of educational quality and standards and any resulting actions to be taken

- Decision made by: **Student Success Board**

9.7 Approve action plans to improve academic quality and standards and mitigate risk in the Faculty

- Decision made by: **Faculty Student Success Committees**

9.8 Approve the University's Access and Participation Plan for approval by the Office for Students

- Decision made by: **Governing Body** on the recommendation of Academic Council

9.9 Approve evaluation plans relating to access and participation interventions and the publication of evaluation reports and dissemination activities related to interventions

- Decision made by: **Access and Participation Working Group**

10. Academic Awards (excluding Research Degrees)

10.1 Approve student awards and their classification and progression

- Decision made by: **Progression and Award Boards**

10.1 Approve external examiners in the Faculties presented by Faculty Student Success Committees

- Decision made by: **Student Success Board**

10.3 Approve responses to external examiners' reports

- Decision made by: **Vice-Chancellor and CEO**

The Vice-Chancellor may delegate decisions in the Executive Delegation Framework.

11. Research Degrees

11.1 Approve proposed programmes of work for the degrees of MPhil, MPhil with possibility of transfer to PhD (MPhil/PhD), PhD Direct, PhD by Published Work and Professional Doctorate programmes

- Decision made by: **Faculty Research Degrees Committees**

11.2 Approve the appointment of supervisors for a postgraduate research student's programme and the appointment of any additional adviser(s); approve changes to supervisory arrangements

- Decision made by: **Faculty Research Degrees Committees**

11.3 Approve arrangements for the transfer of research students' registration from MPhil to PhD. Receive and consider assessors' reports on students and, where appropriate, approve their transfer from MPhil to PhD

- Decision made by: **Faculty Research Degrees Committees**

11.4 Approve research students' requests for interruptions and extensions, changes to mode of study and withdrawal

- Decision made by: **Faculty Research Degrees Committees**

11.5 Approve postgraduate research examiners and examination arrangements

- Decision made by: **Faculty Research Degrees Committees**

11.6 Confer the relevant award on postgraduate research students, having received and considered documentation relating to the postgraduate research student's examination, including the final recommendation

- Decision made by: **Faculty Research Degrees Committees**

11.7 Approve project specifications, supervisory arrangements, examiners for Masters by Research programmes (LLM/MA/MSc)

- Decision made by: **Faculty Research Degrees Committees**

11.8 On recommendation from the Higher Doctorate Panel, approve applications and proposed external assessors, and confer awards for Higher Doctorates

- Decision made by: **Faculty Research Degrees Committees**

12. Student Recruitment

12.1 Approve the University's strategy for Home and International student recruitment and decisions relating to it (e.g. setting entry tariffs)

- Decision made by: **Partnerships Board**

The Board must ensure that the Finance Committee and the Governing Body are informed about major strategic decisions.

12.2 Approve claims from students for Recognition of Prior Learning (RPL) under the Recognition of Prior Learning Policy and Procedure

- Decision made by: **Faculty Student Success Committees**

13. Academic Appointments

13.1 Approve visiting professors on the recommendation of the Academic Promotions Panel

- Decision made by: **Academic Council**

13.2 Approve emeritus professors on the recommendation of the Faculty Pro Vice-Chancellor

- Decision made by: **Vice-Chancellor and CEO**

Appointments to be reported to the Academic Council. The Vice-Chancellor may delegate decisions in the Executive Delegation Framework.

13.3 Appoint Visiting Fellows

- Decision made by: **Faculty Research and Knowledge Exchange Committees**

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