

**THE UNIVERSITY OF EDINBURGH**

**Draft Resolution of the University Court No. 7/2026**

**Boards of Studies**

At Edinburgh, the Fifth day of October, Two thousand and twenty six.

WHEREAS the University Court deems it expedient to prescribe new regulations for Boards of Studies:

THEREFORE the University Court, on the recommendation of the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, with special reference to paragraph 1 of Part II of Schedule 2 to that Act, hereby resolves:

1. The Board of Studies Terms of Reference are hereby set out:

**Governance and Remit**

1. Each School (or equivalent) must have at least one Board of Studies or a body that fulfils the role of a Board of Studies.
2. Boards of Studies must review and approve new courses and programmes, and amendments to existing courses and programmes, including credit-bearing and non-credit bearing courses. New programmes and major changes to programmes (as defined in the Programme and Course Approval and Management Policy) must also be approved by the relevant College Committee.
3. Board of Studies are responsible for:
  - ensuring that proposals are academically appropriate, and are supported by the necessary documentation
  - ensuring that proposals comply with the University's regulations and policies
  - assessing whether the proposals will contribute to a good student experience
  - oversight of programme and course handbooks, although the approval can be delegated to members of staff within a School
4. Boards of Studies are also responsible for keeping the teaching, learning and assessment methodologies under review, and for offering advice on the School's portfolio of programmes.
5. Senate Quality Assurance Committee (SQAC) (or any successor committee to whom Senate delegates its responsibility in relation to curriculum approval) will

determine further requirements for the criteria and reference points that Boards should take account of when considering proposals.

6. Boards of Studies must meet at least once per academic year, and must report direct to the relevant College committee(s) as necessary.

### **Composition**

7. The Convener of a Board of Studies, and the Deputy Convener, are academic members of staff appointed by the Head of School.
8. The membership of each Board includes: the Head of School and the Director of Teaching (or equivalent); all staff involved in the teaching of a degree programme which the Board is responsible for; one student member from within the School; and one external member from another Board of Studies within the University.. The Head of College has the right to appoint an ex officio College member to every Board of Studies in the College. Boards of Studies can include members from other areas of the University, for example from other Schools or from relevant support services. There is no formal quorum for the Board of Studies, but the minimum composition of Board of Studies meetings needs to provide effective academic oversight of the decisions made by the Board and therefore some roles may have to be represented for the Board to be considered robust.
9. SQAC (or its successor committee) will determine the requirements for the operation of Boards of Studies, and may add additional requirements for Boards of Studies.
10. While normal practice is for Boards of Studies to operate within individual Schools, bodies may be established at College or University level to fulfil the functions of Boards of Studies, with the approval of SQAC (or its successor committee) on the recommendation of the Head of College.

2. On the date on which this Resolution comes into force Resolution 5/2019 shall be repealed.

3. This Resolution shall come into force with effect from a date to be confirmed.

For and on behalf of the University Court

LEIGH CHALMERS

University Secretary