



Academic Quality Framework

Academic Council Terms of Reference

**Approved by Governing Body
12 December 2022**

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1. About Technological University Dublin Academic Council

1.1 Introduction

The Technological University Dublin, hereafter referred to as “The University” was established by Ministerial Order under Section 36 of the Technological Universities Act 2018, (Number 3 of 2018), hereafter referred to as “2018 Act”, on the appointed day of 1st January 2019.

Under the 2018 Act, it is a legal requirement for the University to establish an Academic Council. The parameters with regard to the composition of an Academic Council of a technological university are outlined under Section 16, and its functions are set out under Section 17 of the 2018 Act. The Academic Council is the statutory body charged with establishing and maintaining the academic standards and enhancing the quality of the student experience of the University.

All members of Academic Council and its Committees, whether elected or nominated, serve under terms and conditions established in the Technological Universities Act 2018. Subject to the 2018 Act, the Academic Council shall regulate under the Terms of Reference its procedures and business. The purpose of this document is to outline the Terms of Reference of the Academic Council which have been compiled in accordance with the 2018 Act. These Terms of Reference should be reviewed and amended as appropriate and as determined by the Academic Council or to comply with any amendments to the 2018 Act.

These Terms of Reference were approved by the University Governing Body on the 12th of December 2022 and are in effect from that date.

1.2 Interpretation

Save as otherwise permitted by law, at any meeting the Chairperson of the Academic Council shall be the final authority on the interpretation of the Terms of Reference (on which he/she should be advised by the Registrar). Any expression to which a meaning is given in the 2018 Act shall have the same meaning in this interpretation.

2. Functions, Duties and Responsibilities

The functions of an Academic Council of a technological university are set out under Section 17 of the 2018 Act (see Appendix C). To fulfil these functions, the TU Dublin Academic Council will have the following duties and responsibilities:

- a. Approving, and ensuring the proper implementation of, University academic policies and procedures relating to education provision and programme development, approval and delivery.
- b. Approving, and ensuring the proper implementation of, University academic regulations, including assessment regulations, and where appropriate making recommendations for approval of new or amended regulations to Governing Body.
- c. Overseeing the University Programmes Board (UPB) approval of new programme proposals and programme validations.
- d. Reviewing descriptive and statistical programme and student profile reports from UPB on the University's programme portfolio and considering any strategic implications.
- e. Overseeing the Academic Quality Assurance & Enhancement Committee (AQAEC) management and monitoring of programme, Schools, Faculty and Professional Services reviews.
- f. Ensuring appropriate levels of stakeholder involvement in the

development, delivery, and evaluation of programmes, including business, enterprise, the professions, community, local interest and related stakeholders in the region, through the approval of the University's quality assurance and enhancement processes.

- g. Ensuring education provision aligns to the University Strategic Intent and Education Model through the approval of the University's academic policies and quality assurance and enhancement processes.
- h. Approving postgraduate research regulations and, through the University Programmes Board, approving research programmes.
- i. Ratifying the assessment results and awards submitted by Faculty Boards and the Graduate Research School Board.
- j. Making recommendations to Governing Body for the awarding of fellowships, scholarships, bursaries, prizes or other awards.
- k. Overseeing the implementation of University academic regulations, policies and procedures through the review of reports, proposals and minutes from the Academic Regulations, Policies and Procedures Oversight Committee (ARRPOC).
- l. Overseeing the student experience across the University through the approval of academic policies, the University Education Model and Learning, Teaching and Assessment Strategy, and by reviewing reports, proposals and minutes from the Student Experience Committee (SEC).
- m. Monitoring and reviewing the performance of Academic Council and, where required, making recommendations for changes to the Academic Council Terms of Reference to Governing Body.
- n. Monitoring and reviewing the performance of the Academic Council committees and, where required, approving changes to the relevant Academic Council committees' terms of reference.
- o. Keeping up to date and fully informed about strategic issues and changes affecting the University and the environment in which it operates.

- p. Performing any of function delegated to it by the University Governing Body.

3. Membership

- 3.1 The composition of an Academic Council of a technological university is set out under Section 16 of the Technological Universities Act 2018. Governing Body shall approve regulations for the procedures, set out in this document, for selection and appointment of Academic Council members.
- 3.2 The number of members of Academic Council will be a maximum of 50, made up of ex-officio members and elected members (see Appendix A).
- 3.3 The majority of the members of Academic Council will be appointed using an election process (see Appendix B).
- 3.4 The majority of members of Academic Council will be academic staff.
- 3.5 The student members will be nominated by TU Dublin Students' Union in accordance with its own procedures. The student' union members should reflect the totality of the student body across the whole university.
- 3.6 In the event that the composition of Academic Council following the election process requires additional members with specific expertise and/or experience the President may nominate up to three additional members of council to meet those requirements.
- 3.7 Participation in Academic Council will be extended through the use of appropriate Academic Council Committees.
- 3.8 On appointment to Academic Council, members will receive a formal letter of appointment from Academic Affairs setting out clearly what is expected of them in terms of time commitment, Committee service and involvement outside Academic Council meetings.
- 3.9 Academic Council will be gender balanced.
- 3.10 The membership of Academic Council will be:
- a) University President (Chairperson) (ex-officio)
 - b) University Registrar (ex-officio)

- c) Faculty Deans (ex-officio)
- d) Vice-President for Partnerships (ex-officio)
- e) Vice-President for Research (ex-officio)
- f) Head of Academic Affairs (ex-officio)
- g) Head of Student Services & Wellbeing (ex-officio)
- h) Head of Recruitment, Admissions & Participation (ex-officio)
- i) 1 academic staff member of SL2 or SL3 grade from each Faculty (elected)
- j) 1 academic staff member of any grade excluding HPAL and SL2 and SL3 grade from each School (elected)
- k) 3 professional services staff (elected)
- l) 6 student members nominated in accordance with the Student Union's procedures

4. Term of Office

- 4.1 The term of office of non-ex-officio members of Academic Council shall not exceed 3 years and a member may not serve more than two consecutive terms of office.
- 4.2 A member of Academic Council who is a student at the University shall hold office for such period, not exceeding one year, as Academic Council may determine, but may be reappointed for a further period not exceeding one year.

5. Vacancies

- 5.1 Vacancies which arise within Academic Council and its Committees shall be filled in line with approved Academic Council regulations and procedures. The replacement will fill this vacancy for the unexpired term of office remaining.

6. Removal or Disqualification

- 6.1 An elected member of Academic Council who has been absent from three consecutive meetings, unless such absence has been approved by the Chairperson in advance, shall be deemed to have resigned from Academic Council subject to sub-paragraph 6.2 below.
- 6.2 Where an elected member is absent for two consecutive meetings without explanation, the secretariat will communicate this to the member outlining consequential actions if the member misses the next meeting. If no satisfactory written explanation is received and the member does not attend the next meeting, this outcome will be communicated to the next Academic Council meeting for removal of the member, with this vacancy filled in line with the procedures in Appendix B. The replacement will fill this vacancy for the unexpired term of office remaining.

7. Resignation

- 7.1 A member of Academic Council may at any time resign from membership of Academic Council by written communication to the Chairperson, and the resignation shall take effect from the date of receipt of such communication.

8. Academic Council Meetings

Chairperson

- 8.1 The University President will be the Chairperson of Academic Council.

- 8.2 If and so long as the Chairperson is not present, meetings of Academic Council will be chaired by the University Registrar. If both the University President and the University Registrar are not able to attend a meeting of Academic Council, the University President will select a member of Academic Council to chair the meeting.

Secretariat

- 8.3 The secretariat will be provided by Academic Affairs.

Quorum

- 8.4 The quorum for all Academic Council meetings shall be 50% of the complete membership plus one. Where the complete membership constitutes an odd number the quorum shall be 50% of the membership rounded up to the next whole number.
- 8.5 Academic Council may hold or continue a meeting by the use of any means of communication by which all the members can hear and be heard at the same time (in this document referred to as an “online meeting”):
- a) A member of Academic Council who participates in an online meeting is taken for all purposes to have been present at the meeting.
 - b) A duly convened meeting of Academic Council at which a quorum is present shall be competent to exercise all or any of the authorities, power and discretions vested in or exercisable by Academic Council.

Frequency of Meetings

- 8.6 Academic Council shall hold at least four meetings in any 12 month period and so many additional meetings as may be necessary, as determined by the Chairperson, for the due fulfilment of its functions.

Notice and Convening of Meetings

- 8.7 The dates of Academic Council meetings should be determined by the Chairperson and published at the start of the Academic Year.
- 8.8 Additional meetings of Academic Council shall be summoned by the Secretariat of Academic Council at the request of the Chairperson of Academic Council.
- 8.9 The Secretariat to Academic Council shall ensure that all members receive information and papers in a timely manner to enable full and proper consideration to be given to the issues.
- 8.10 Unless otherwise agreed, notice of each meeting confirming the venue, time and date together with an agenda shall be forwarded to each member of Academic Council electronically, and any other person required to attend, not less than ten working days before the date of the meeting. Supporting papers shall be sent, or made available electronically, to Academic Council members and to other attendees as appropriate, at the same time.

Attendance at Meetings

- 8.11 Only members of Academic Council have the right to attend Academic Council meetings. Other individuals from the University and external advisers may be invited to attend, by the Chairperson, for all or part of any meeting, as and when appropriate.
- 8.12 Incoming newly elected TU Dublin Students' Union Academic Council nominee(s) will be invited to attend Academic Council meetings to join the outgoing Student Academic Council Members in the lead up to assuming full Academic Council membership.
- 8.13 Other individuals from the University and external advisers may be invited to attend for all or part of any meeting, by the Chairperson, as and when appropriate.
- 8.14 Attendances shall be recorded as Present, Apologies (apology furnished in advance or at the meeting) or Absent (no apology furnished).

- 8.15 If a member cannot attend a meeting of Academic Council, this should be communicated to the Secretariat in advance of the meeting, or alternatively it can be communicated to the Chairperson at the beginning of the meeting.

Leave of Absence

- 8.16 An Academic Council member who is temporarily unable to continue in their role may request a leave of absence. An initial leave of absence duration would be for up to 3 months. A formal note requesting an extension can be submitted for review by the Academic Council. The maximum leave of absence duration is 6 months. After six months from the leave effective start date, the Academic Council will consider the role vacant, at which time, the Academic Council will seek to appoint a replacement to meet the governance needs of the organization.
- 8.17 During a leave of absence, a member may not vote on Academic Council business nor attend meetings. The member is listed in the “Apologies” section of the official meeting minutes.
- 8.18 A member shall request a leave of absence by sending an official notification electronically to the Chairperson and copied to the secretariat.
- 8.19 The first leave of absence request shall be considered as notification to Academic Council and accepted without any other action required by the member or Academic Council.

Agenda Items

- 8.20 The agenda shall contain details of the matters to be put before the meeting for discussion.
- 8.21 Any member of Academic Council may request a matter be placed on the agenda for discussion provided it is conveyed to the Secretariat in writing not less than ten working days in advance of the meeting to which it refers (not including the date of the meeting) and the matter falls within the terms of reference of Academic Council. Such matters shall be considered by the Chairperson as to their appropriateness for inclusion on the agenda.

- 8.22 Any matter which has been accepted for discussion in accordance with the provision of these Terms of Reference shall be placed before the meeting by the Chairperson in the order in which it appears on the agenda.
- 8.23 The inclusion of the term “Any Other Business” (AOB) on the agenda shall be used by the Chairperson only to inform the meeting of any other items which are germane to the matters already discussed and for the elucidation of any other items of a factual or relevant nature. The Chairperson may permit a member to raise a matter under AOB provided this item has already been raised with the Chairperson prior to the meeting and the Chairperson has decided it was appropriate to bring it to the attention of Academic Council members for the consideration under AOB.
- 8.24 Approved agenda items must be submitted in the correct format to the Secretariat ten working days before the date of the Academic Council meeting to facilitate the timely distribution of papers to members.
- 8.25 The Chairperson has the delegated authority of Academic Council to remove an item from the Agenda if it is not received in time to allow members due consideration of the matter or to a suitable standard.

Proceedings at Meetings

- 8.26 Members who wish to speak at any meeting shall make their address to the meeting through and at the request of the Chairperson.
- 8.27 The first business of each meeting shall be the reading and approval of the Minutes of the previous meeting which, if approved, shall be signed by the Chairperson as proof of the accuracy thereof. The secretariat shall minute the decisions and resolutions of all meetings of Academic Council, including recording the names of those present and in attendance.
- 8.28 The Minutes of the meeting shall be drawn up and approved at the next meeting of Academic Council. No discussion shall take place upon the Minutes except upon their accuracy or where the Chairperson considers discussion appropriate.

- 8.29 Any amendment to the Minutes shall be recorded and agreed by Academic Council at the next meeting. The Minutes of Academic Council meetings shall be circulated to all members of Academic Council.
- 8.30 Every question at a meeting of Academic Council shall be determined by a majority of votes of the members present and voting on the question, and in the case of an equal division of votes, the Chairperson shall have a second or casting vote.
- 8.31 Any member of Academic Council may, at any time during a meeting and without notice, raise a point of order. The Chairperson's ruling on the acceptability on the point of order shall be subject to a vote of the meeting if called for by the member raising the point of order.

Duration of Meetings

- 8.32 Each meeting of Academic Council shall continue until such time as the business to be conducted thereat shall have been satisfactory dealt with.
- 8.33 In cases of extreme time pressure, the Chairperson may, at their discretion reasonably exercise the following:
- a) Either curtail discussion of any motion or other matter before the meeting and put the motion or matter before the meeting for a vote, or
 - b) Adjourn agenda items (other than Minutes of the previous meeting and matters arising therefrom) to a subsequent meeting. This may be either a scheduled meeting or at an extraordinary meeting convened specially to consider them.
- 8.34 The Chairperson's ruling shall be final in regard of either alternative.

Procedures for obtaining decisions between meetings

- 8.35 This procedure may not be used where to do so would be in conflict with the express provisions of the 2018 Act or Academic Council regulations.

- 8.36 Subject to subparagraph 8.35 above, and in accordance with subparagraphs 8.37, 8.38 and 8.38 below, the Chairperson of Academic Council, has the delegated authority of Academic Council to deal with matters that in their opinion, are urgent and cannot wait until the next meeting of Academic Council and are certified in writing. If the Chairperson is unavailable to act for any reason, the University Registrar shall have the same powers and this procedure shall be read accordingly.
- 8.37 In all situations, the Chairperson shall endeavour to convene a quorate meeting, to consider urgent matters that arise between meetings and shall only utilise this procedure as a final option having made every effort to hold a quorate meeting, and on the recommendation of the University Registrar or the Registrar's nominee.
- 8.38 In seeking Chairperson's action, the Registrar or their nominee shall in all cases prepare a written report. The report shall be in accordance with the same procedures and shall require the same clearances from other parties with an interest in the issues as if the report was to be submitted to a meeting of Academic Council. The report must specify the reason(s) for the urgency and the reason(s) why the matter cannot wait until the next meeting of Academic Council
- 8.39 The Registrar or their nominee shall submit the report to the Chairperson and shall, if practicable, also seek the views of the members of Academic Council verbally or in writing.
- 8.40 In respect of any decision taken by the Chairperson under this procedure, the Chairperson shall record their decision in writing and shall also certify in writing that in their opinion the issue is urgent and cannot wait until the next meeting of Academic Council.
- 8.41 The Registrar shall report every decision taken under this procedure in writing to the next meeting of Academic Council for noting.

Declaration/Conflict of Interests

- 8.42 Subparagraph 8.43 below applies where at a meeting of the Academic Council any of the following matters arise, namely:
- a) an arrangement to which the Academic Council member is a party,
 - b) an arrangement to which the Academic Council member proposes to become a party,
 - c) a contract or other agreement with the Academic Council member, or
 - d) a proposed contract or other agreement with the Academic Council member
- 8.43 Any member of the Academic Council present at the meeting referred to in subparagraph (1) above who has a pecuniary interest or other beneficial interest in, or material to, the matter concerned shall:
- a) disclose to the Academic Council at the meeting the fact of that interest and its nature,
 - b) not influence (or seek to influence) a decision to be made in relation to the matter,
 - c) absent himself or herself from the meeting or that part of the meeting during which the matter is being discussed,
 - d) take no part in any deliberation of the Academic Council relating to the matter, and
 - e) not vote on a decision relating to the matter.
- 8.44 Where an interest is disclosed pursuant to this paragraph, the disclosure shall be recorded in the Minutes of the meeting concerned and, for so long as the matter to which the disclosure relates is being dealt with by the meeting, the member of the Academic Council by whom the disclosure is made shall not be counted in the quorum for the meeting.
- 8.45 Where at a meeting of the Academic Council a question arises as to whether or not a course of conduct, if pursued by a member of the Academic Council, would constitute a failure by him or her to comply with the requirements of subparagraph 8.43, the question may, subject to subparagraph 8.46, be determined by the chairperson of the meeting, whose decision shall be final,

and where the question is so determined, particulars of the determination shall be recorded in the Minutes of the meeting.

- 8.46 Where, at a meeting of the Academic Council, the Chairperson of the meeting is the member in respect of whom a question to which subparagraph 8.45 applies falls to be determined, the other members of the Academic Council attending the meeting shall choose one of their number to be Chairperson of the meeting for the purpose of determining the question concerned.
- 8.47 Sub-paragraphs 8.42 to 8.46 shall apply to a member of an Academic Council committee established under Section 10 below.

9. Reporting and Communication

- 9.1 The University Registrar, as Chairperson, shall be responsible for reporting the relevant decisions and views of Academic Council to the University Governing Body.
- 9.2 Minutes shall be recorded and, when approved, submitted to Governing Body.
- 9.3 Approved minutes shall also be available on the University intranet.

10. Committees

- 10.1 Academic Council may establish committees as necessary to assist it in the performance of its duties.
- 10.2 Academic Council may establish Committees, consisting of persons who are members of the Academic Council and non-Academic Council members.
- 10.3 Academic Council, shall on the nomination of the Chairperson, appoint the members of the committee and approve the terms of reference.
- 10.4 In appointing members of a Committee established under this paragraph, the Academic Council shall have regard to the range of qualifications and

experience necessary for the proper and effective discharge of the functions of the Committee. (Staff may be invited or co-opted onto Committees for specific purposes).

- 10.5 All members of the University are eligible for membership of Academic Council Committees. The majority of members of Academic Council Committees must not be elected members of Academic Council. Academic staff will be the majority on all Academic Council Committees.
- 10.6 The core principles governing Academic Council membership will also apply to its Committees, namely:
- a) Have the minimum number of members to ensure it can work effectively
 - b) Ensure that there will be a strong stakeholder voice
 - c) Ensure that there will be significant student representation
 - d) Meet the requirements for gender balance
- 10.7 The decisions of a Committee shall be subject to confirmation by the Academic Council, unless Academic Council has otherwise approved in the Terms of Reference of the Committee.
- 10.8 A Committee established under this Section will regulate, by Terms of Reference its procedures and business. The Committee's Terms of Reference will be adopted and approved by Academic Council.
- 10.9 Minutes of Committee meetings shall be presented to Academic Council meetings for noting.
- 10.10 A Committee shall provide the Academic Council with regular reports and such information as the Academic Council may from time to time require, in respect of the Committee's activities and operations, for the purposes of the performance by the Academic Council of its functions.
- 10.11 The Academic Council may at any time dissolve a Committee established under this section.
- 10.12 Academic Council has established four committees:
- a) University Programmes Board
 - b) Academic Quality Assurance & Enhancement Committee
 - c) Academic Regulations, Policies & Procedures Oversight Committee
 - d) Student Experience Committee

10.13 Academic Council may establish working groups at any time to undertake specific tasks on behalf of the Board.

10.14 Academic Council committees will be chaired by a member of Academic Council.

11. APPENDIX A

Academic Council Board Membership

1. Ex-Officio Members

- 1.1 Members of the committee because of their role in the University.
- 1.2 Members of the committee bringing specific expertise and knowledge and/or they have specific University responsibilities, management or otherwise, for functions or activities aligned to the responsibilities of the committee as listed in Section 1 of this document.

2. Elected Members

- 2.1 Members elected to by a cohort of stakeholders within a function or academic unit.
- 2.2 Elected Academic Council members must nominate themselves through the process described in Appendix B of this document, and where more nominations are received than required number of members, an election process will be followed to identify the committee members.
- 2.3 Elected members bring their own knowledge, understanding, expertise and experience to the Academic Council discussions and decisions.
- 2.4 Elected members may also bring the views of colleagues to Academic Council.

12. APPENDIX B

Election of Academic Council Members

1. Academic Staff Members from each Faculty

- 1.1 One academic staff member of all grades excluding HPAL, SL2 and SL3 grades from each School and one academic staff member of SL2 or SL3 grade from each Faculty will be elected to be members of Academic Council.
- 1.2 The academic staff members will be appointed using an election process whereby each eligible academic staff member will have the opportunity to nominate themselves for election.
- 1.3 Eligibility to vote for the academic staff member of all grades excluding HPAL, SL2 and SL3 grades shall be confined to academic staff members from the same School at all grade excluding SL2 and SL3.
- 1.4 Eligibility to vote for the academic staff members of SL2 and SL3 grade shall be confined to members of the Faculty at SL2 and SL3 grade.
- 1.5 The Returning Officer for the election of staff to Academic Council will be the Assistant Head of Academic Affairs (Operations) and may authorise any person to exercise designated functions on their behalf.
- 1.6 A call for nominations shall be circulated at least two weeks before the election date. Nominations shall be made on the [Nomination Paper](#) available from Academic Affairs and submitted to the Returning Officer or nominee. The Returning Officer shall rule on the validity of each Nomination Paper and may rule that it is invalid if, but only if, it is not in accordance with the eligibility criteria.
- 1.7 Every person in respect of whom a Nomination Paper has been determined to be valid and whose candidature has not been withdrawn, shall stand validly nominated as a candidate.
- 1.8 In the event that there the number of validly nominated candidates matches the number of required members from a Faculty, the Returning Officer shall declare the candidate(s) elected.

- 1.9 A poll will be conducted if more than the one person is validly nominated. Voting shall be by secret ballot and on the basis of proportional representation by means of a single transferable vote. Votes shall be counted by the Returning Officer or nominee in accordance with the arrangements made by the Returning Officer. The Returning Officer shall give due notice of these arrangements to the electorate.
- 1.10 In the event that there are no validly nominated candidates, the Faculty Dean, as may nominate an academic staff member at the relevant grade from the Faculty to be a member of Academic Council.

2. Staff Members from Professional Services

- 2.1 Elected Professional Services members on Academic Council may be on any grade and will be appointed using an election process whereby each staff member in that Professional Service will have the opportunity to nominate themselves for election.
- 2.2 Eligibility to vote for the staff member from Professional Services will be confined to staff members of Professional Services.
- 2.3 The Returning Officer for the election of staff to Academic Council will be the Assistant Head of Academic Affairs (Operations) and may authorise any person to exercise designated functions on their behalf.
- 2.4 A call for nominations shall be circulated at least two weeks before the election date. Nominations shall be made on the [Nomination Paper](#) available from Academic Affairs and submitted to the Returning Officer or nominee. The Returning Officer shall rule on the validity of each Nomination Paper and may rule that it is invalid if, but only if, it is not in accordance with the eligibility criteria.
- 2.5 Every person in respect of whom a Nomination Paper has been determined to be valid and whose candidature has not been withdrawn, shall stand validly nominated as a candidate.

- 2.6 In the event that there the number of validly nominated candidates matches the number of required members from Professional Services, the Returning Officer shall declare the candidate(s) elected.
- 2.7 A poll will be conducted if more than one person is validly nominated. Voting shall be by secret ballot and on the basis of proportional representation by means of a single transferable vote. Votes shall be counted by the Returning Officer or nominee in accordance with the arrangements made by the Returning Officer. The Returning Officer shall give due notice of these arrangements to the electorate.
- 2.8 In the event that there are no validly nominate candidates, a Head of the Professional Service may nominate a staff member from Professional Service to be a member of Academic Council.

13. APPENDIX C

Functions of a Technological University Academic Council

The functions of an Academic Council of a technological university, as set out under Section 17 of the 2018 Technological University Act, are shown in Table 1 and aligned to the responsibilities of the TU Dublin Academic Council as listed in Section 2 of this document.

Function Defined in Legislation	TU Dublin Academic Council Responsibility listed in Section 2
Designing and developing programmes for the technological university,	2a, 2b, 2c, 2o
Supporting the implementation of those programmes,	2a, 2d, 2e, 2o
Promoting the involvement, in a programme, of business, enterprise, the professions, the community, local interests and related stakeholders in the region in which the campuses of the technological university are located,	2a, 2b, 2f
Making recommendations to the technological university on programmes for the development of research,	2a, 2b, 2h, 2o
Making recommendations to the technological university relating to the selection, admission, retention and exclusion of students	2a, 2b, 2d, 2g, 2l
Making recommendations to the governing body regarding the form and content of regulations of a technological university relating to the academic affairs of the technological university including— (i) the assessment of students and determination of the results of that assessment, and (ii) procedures for appeals by students relating to the results of assessments,	2b, 2k, 2i 2b, 2k, 2l
Making recommendations to the technological university for the awarding of fellowships, scholarships, bursaries, prizes or other awards,	2j
Making general arrangements for academic counselling including tutorials	2a, 2b, 2c, 2l,
Performing any other functions delegated to it by the technological university	2m, 2n, 2p
Implementing any regulations of the technological university relating to the functions of the academic council.	Terms of Reference Document