

Employability Committee

1. Constitution

- 1.1 The [Academic Council](#) has established a Committee known as the Employability Committee (UEC), which reports to the University Student Success Board (SSB).

2. Scope

- 2.1 In support of the [Student Success sub-strategy](#), UEC is responsible for driving improvements in the University performance in graduate outcomes, including root cause analysis and the development of a pan-university action plan and timeline to deliver in-year and strategic milestones.
- 2.2 UEC will work with stakeholders and Professional Services to develop structural, policy and procedural initiatives that will provide strategic enabling solutions to support faculty teams to improve graduate outcomes.

3. Membership

- 3.1 The membership shall be as follows:

Ex Officio

- Associate Director, Employability and Apprenticeships (*Chair*)
- Head of Employability Education
- Head of Employer Engagement

Other Members

- Two Deputy Heads of School
- Four Associate Heads of School (Student Success), one from each Faculty
- 1 x Partnerships Relationship Manager (serving in rotation with other Partnerships Relationship Managers)
- A student representative nominated by the Students' Union

- 3.2 The Other Members will be appointed by the Chair annually for one year.

4. Attendance at meetings

- 4.1 At the discretion of the Chair, other staff who are not members of the Committee may be invited to attend on an ad hoc basis for specific items where their attendance can inform and support the Committee.

5. Delegated Authority

The Committee is authorised by Academic Council to approve:

- 5.1. Plans to implement the employability deliverables and goals of the University's Student Success sub-strategy and in particular, improvements in the University performance in graduate outcomes, with timelines to deliver in-year and strategic milestones.

6. Other Duties

The other duties of the Committee shall be to:

- 6.1 Implement the employability aspects of the University's Student Success sub-strategy and in particular, improvements in the University's performance in graduate outcomes. Champion and promote reflection, excellence and innovation across all areas covered by the Committee;
- 6.2 Engage with Greenwich Students' Union, Faculties and Professional Services in the development of plans and projects;
- 6.3 Provide strategic leadership for pan-University developments within and outside the curriculum related to employability. Gain understanding of key factors and developments in the graduate labour market – local, regional, national and international;
- 6.4 Monitor implementation of the Committee's action plan in Faculties. Report progress and make recommendations for action to SSB;
- 6.5 Monitor progress and performance against graduate outcomes KPIs and metrics, reporting progress to SSB. Develop lead metrics to indicate likely results of future Graduate Outcome Surveys and the impact of work as it occurs. Ensure that the data and metrics used to monitor implementation are as robust and reliable as possible;
- 6.6 Monitor and review developments in employability across the sector with a view to improving the University's competitive position. Review the University's performance against the Office for Students's minimum numerical thresholds and report to SSB;
- 6.7 Develop and review regulations, policies and procedures within the Committee's remit ensuring that there is compliance with academic quality assurance requirements alongside a business like approach. Make recommendations for SSB to approve;
- 6.8 Develop and review guidance and good practice within the Committee's remit for SSB to approve; and
- 6.9 Ensure active consideration of equality, diversity, inclusion and sustainability in the conduct of its business.

7. **Standing Orders**

- 7.1 The Committee must adhere to the [Standing Orders for Academic and Executive Committees](#).

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