**CAMPUS CO-ORDINATING GROUP**

## Membership and Responsibilities

The Campus Co-ordinating Group comprises all Subject Directors on the campus, for subjects contributing Major, Main or Minor strands to Honours degrees. The Group is chaired by the Campus Director of Combined Studies.

The Campus Co-ordinating Group shall:

1 note new proposals for Major, Main or Minor subject strands and make recommendations to the Academic Planning Advisory Group for appropriate combinations\*; consider and recommend to Academic Standards and Quality Enhancement Committee CertHE and/or AB exit awards for specified combinations of subjects;

2 make contributions to the University's overall course publicity programme;

3 ensure that applicants are considered by each subject applied for and decisions are made in respect of each subject;

4 ensure that subject modules are available in each semester to support the full-time and part-time attendance of students on approved combinations;

1. co-ordinate student induction programmes;
2. allocate advisers of studies to students taking two Main and three Minor subjects;
3. maintain oversight of arrangements for monitoring student attendance and progress by Subject Committees;
4. nominate to Academic Standards and Quality Enhancement Committee the Chief External Examiner for Combined Honours degrees;
5. constitute with the designated Dean and Chief External Examiner the Progress and Award Boards of Examiners for Combined Honours degrees;
6. prepare a response to the report of the Chief External Examiner;
7. prepare an annual report on the operation and management of modular programmes on the campus, and to present a joint annual report to the Academic Standards and Quality Enhancement Committee;
8. consult with other campus co-ordinating groups, course and subject committees on matters of mutual interest or concern;

13 present its minutes to the learning and teaching committee of each Faculty contributing subject strands;

14 consider such other matters as may be determined by the Senate.

(\*In proposing Main – Main combinations, the Campus Co-ordinating Group should make a recommendation regarding the award for the Honours degree as BA or BSc.)