

Student Consultation Management Group

Brief Description

The Student Consultation Management Group oversees the day-to-day operations of the student consultative mechanisms and is responsible for promoting their use at The Open University. The Group is chaired by the Assistant Director, Student and Staff Engagement.

Responsibilities

1. Promoting and raising the profile of the student consultative process within the University at all levels.
2. Setting the agenda for student consultation including the University Students Consultative Forum and Student Consultative Meetings, ensuring that both University business requiring consultation with students and student-proposed topics are included.
3. Considering and agreeing action on issues coming out of the consultation process that have been referred to it by the Student Consultation Office or the OU Students Association.
4. Carrying out and evaluating activities designed to improve student consultation and support it meeting its objectives.
5. Monitoring the effectiveness of student consultation, proposing and overseeing implementation of changes as required.

Membership

1. The Students Association Deputy President, Vice-President for Student Voice and one other student nominated by the Students Association
2. Two members of Students Association staff nominated by the General Manager
3. One member of University staff from the Student Voice Steering Group other than those already listed.
4. One representative from each of the OU in Ireland, the OU in Scotland and the OU in Wales.
5. At least one member of staff representing the Boards of Studies.
6. One member of staff representing Learning and Teaching Innovation
7. One member of staff representing Marketing
8. Assistant Director, Student and Staff Engagement (Chair)
9. Student Consultation Manager
10. Student Consultation Administrator (Secretary)
11. Up to four members of University staff agreed for co-option by the Group as required

Mode of Operation

The Management Group will meet every 4-8 weeks as required.

Business will also be carried out by correspondence.