



EXECUTIVE COMMITTEE - membership and Terms of Reference

The Executive Committee is accountable for the financial management of the Institute and responsible for enacting the decisions of the Board of Trustees in managing the Institute's day to day operations.

In order to enable the Executive to carry out its tasks, the following subordinate committees (each with their own Terms of Reference to act under delegated powers or in an advisory capacity and each chaired by a senior member of staff) have been established:

- Clinical Ethics Committee
- Research Committee
- Equality & Diversity Committee
- Learning and Teaching Enhancement Committee
- Quality and Standards Committee
- Joint Staff and Student Committee

Terms of Reference

To devise and monitor strategies, policies and plans which will secure the Institute's defined objectives;

To oversee and be accountable for the financial management of the Institute;

To provide effective strategic direction with regard to risk management;

To monitor various activities which require frequent and regular consideration including student applications and recruitment and the budget process;

To provide strategic advice to the Chief Executive with regard to academic planning and related activities;

To consider and approve the Institute's academic portfolio and the resources needed to support its delivery.

Membership

Professor Sheila Owen-Jones	Chief Executive
Professor Carrie Weston	Deputy Chief Executive
Dr Peter Pearce	Faculty Head
Dr Biljana van Rijn	Faculty Head (Research)
Heather Fowlie	Faculty Head
Professor Simon Du Plock	Faculty Head
Anita Faherty	Director of Finance
Douglas Bertram	Executive Officer (Servicing Officer)

Quoracy: 66% of members including the Chair.

Frequency: Monthly

Reporting Mechanism: The Chair shall report to the Board of Trustees on a quarterly basis.