Department Board for Department of Sociology and Social Policy

Terms of reference

a) To be responsible for the delivery of the programme(s) and courses it offers, including course planning, teaching, assessment, evaluation, and achievement of the intended student learning outcomes.
b) To be responsible for the quality of teaching and research work of the department.
c) To formulate departmental policies within University guidelines.
d) To consider staff matters of the department.
e) To set up committees as it thinks necessary to discharge its duties.
f) To exercise such additional responsibilities and powers as may be assigned to it by the President from time to time.

Membership

Chairman : Head of the Department
Members : All full-time members of the teaching staff of the Department at the rank of Assistant Lecturer or higher
Two elected student representatives
Secretary : To be elected from among its members
Observer : One research postgraduate student (if any) elected from among themselves

[Note: The Dean concerned should receive the agenda papers and minutes of the Department Boards.]