

Degree Accreditation Committee (DAC) Terms of Reference

(approved by Council 13 December 2012, reviewed 12 December 13)

Vision

Our vision is of a world that understands the true value of biology and how it can contribute to improving life for all.

Within that broad vision, the purpose of the Degree Accreditation Committee (DAC) is to develop and oversee accreditation on behalf of Council, and to advise and make recommendations to Council about process and accreditation of programmes. The activities of the DAC underpin the three year investment plan from the UK Commission for Employment and Skills, after which the role and purpose of the DAC will be reviewed by Council.

Constitution and members

- The DAC consists of up to 15 members, and includes representation from employers and higher education institutions (HEI). These are all in a personal capacity. Members will be expected to be (or to become) members of the Society.
- At least one of the HEI representatives is drawn from the Heads of University Biosciences (HUBS).
- The Chair of the DAC must be a Fellow of the Society, and is appointed directly by Council. He or she will normally be a member of Council.
- The Society's Chief Executive, Head of Education and Accreditation Manager are *de facto* members of the DAC. Others may be in attendance at the invitation of the Chair, in consultation with the Accreditation Manager.
- Appointed members are invited to join the DAC following consultation between the Chair and the Accreditation Manager, and approval by Council.
- It is anticipated that there will be a minimum of four full meetings per year.

Tenure

Permanent members of the group shall normally serve for a term of three years, renewable for a further three years including the Chair. If the DAC Chair is a member of Council, the Chair's term will finish at the same time as their term as a Councillor.

Powers of the DAC, conduct and expenses

- The Society's Regulations allow for functions to be devolved to any of its committees. The primary function is advisory not executive.
- The DAC will record its activities at each meeting and report to Council regularly. Its activities will underpin the three year investment plan from the UK Commission for Employment and Skills.
- Any member of the DAC may be required to resign by Resolution of Council. A written explanation will be provided.
- The DAC shall abide by the Society's Regulations, including its code of conduct at all times.
- Members may claim reimbursement of expenses for attending meetings and other Society business. Claims must conform with the Society's expenses policy and be supported by receipts. Claims should be submitted to the Head of Education or Head of Policy.

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