



Policy Formation and Monitoring Overview

Each policy of the EIT will be formally adopted by either the Academic Board or the Governance Board.

The Policy Custodian, in consultation with members of the Teaching and Learning Committee and the Course Advisory and Development Committee of the Academic Board and/or academic staff, will be responsible for the preparation and review of all policies to do with teaching and learning or research that relates to assuring the standards and quality of those activities within the EIT. They include admissions, the progress of students in their courses of study, and the awarding of degrees and diplomas. These policies will require approval by the Academic Board.

The Policy Custodian, in consultation with the Senior Management Team (including Dean, Human Resources Manager and Accreditation Manager), will be responsible for the preparation and review of all policies to do with the administrative processes of the EIT. They include business operations, finance, budgeting, staffing, resources, advertising and promotional activities. These policies will require approval by the Governance Board.

This process of approval is on-going with some policies still pending approval.

All policies of the EIT will be reviewed regularly, at least once every three years, to ensure that operations in the EIT are continuously monitored and measured against the established indicators outlined in the policies.

All policies of the EIT will be publicly available, either in printed form where appropriate or otherwise available on an open web site of the EIT.