STUDENT FINANCE COMMITTEE
(Sub-Committee of Executive Board)

1. SECRETARY  Ms R Walker, Planning Office

2. MEMBERSHIP
Ex Officio Members:
(a) Pro-Vice-Chancellor (Teaching and Learning) (Chair)
(b) The Member of Executive Board with responsibility for Planning and Resources
(c) Deans of Postgraduate Studies
(d) Deans of Undergraduate Studies
(e) Registrar
(f) Executive Director of Finance
(g) Academic Registrar
(h) Director of Marketing & Communications
(i) Assistant Director, Finance
(j) Assistant Registrar (Planning)

A quorum shall be, not fewer than one third of the members.

3. TERMS OF REFERENCE
(i) To meet four times a year, or more frequently if business requires.
(ii) To oversee the operation of the other committees with responsibility for student financial matters, specifically the International Scholarships Committee and the Student Discretionary Awards Forum. Any matters of policy or principle raised in these committees will be decided by the Student Finance Committee.
(iii) Subject to Executive Board, Senate and Council approval, to set the fees for all programmes of study resulting in an award granted by Newcastle University, in whole or in part and set all fees for study schemes common across the University, for example Occasional Student Fees and Study Abroad Fees.
(iv) To consider and agree University policy for UK bursaries and all scholarships and processes for the alleviation of student financial hardship and decide the policies covering the management of such payments.
(v) To receive proposals from the faculties for exempt and premium fees and decide the policies covering the management of fees and fee income.
(vi) To review the structure and level of tuition fees and of scholarships and bursaries within the University, taking account of:
• the Teaching & Learning Strategy of UTLSEC, as approved by Executive Board and Senate, particularly as it relates to the shape of the University and identified areas for expansion or retrenchment;
• the entire envelope of associated income costs and the economic viability of proposals;
• the financial position of both the University as a whole and of the proposing faculties;
• any regulatory implications of proposals.

(vii) To conduct informed dialogue with UTLSEC and Executive Board on all matters within its remit, advising both committees on the implications of their decisions.

(viii) To receive the advice from the Marketing and Recruitment Service and International Office regarding the potential effect of proposals upon the market.

(ix) To receive advice from the Executive Director of Finance on the financial needs of the University and the financial implications of decisions taken.

(x) To inform the Financial Monitoring and Budget Scrutiny Group of the reasoning behind decisions taken, so that FMBSG can take these into account during its consideration of the Resource Allocation Model (RAM).

(xi) To inform UTLSEC of any proposals that have regulatory implications.

[Established by Executive Board, at its meeting on 20 June 2006, to replace the Fees Sub-Committee.]
Membership revised by Executive Board, action point 8, 9.1.2008
Revised by Council Minute 126, 14.7.2008
Editorial changes made 11.04.2013, 01.04.2015.