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| Committee Agenda  **Course/Department Action Meeting** | Graphical user interface, application  Description automatically generated with medium confidence | Text  Description automatically generated |

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| Purpose | The core purpose of the academic representation system, which aligns with the revised UK Quality Code, is to achieve positive change that improves the educational experience of students at Royal Holloway and engages students as partners in the development, assurance, and enhancement of their learning. |
| Reports to | School Education Committee – UG and PGT School Research Student Oversight Committee - PGR |
| Sub-committees | As relevant per Department |
| Regular meetings per year | 7-9 |
| Quorum | 5 |
| Route for submission of business | Submissions to staff lead and Senior Course Rep |
| Agenda and papers |  |
| Approved by/on |  |

**Agenda**

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| Item | Action | Item | Owner | Document |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| AOB |  |  |  |  |