1. **COMMITTEE TITLE**
   Aberdeen Institute of Data Science and Artificial Intelligence at SCNU Implementation Group (SCNU-IG)

2. **DATE OF ESTABLISHMENT**
   August 2022

3. **CHAIR**
   Dean for International Partnership Development

4. **PURPOSE**
   To ensure the success of the Institute whilst overseeing the transition from Project Board to integrated 'business as usual' operations and onward monitoring and management

5. **DURATION**
   Ongoing for the life of the Joint Institute.

6. **REMIT**

   The JI Implementation Group will manage and oversee the educational and operational aspects of the University of Aberdeen's contribution to the Institute and in so doing will:

   o Consider planning and development needs of the Institute;
   o Ensure the agreed UoA Quality Enhancement and Assurance framework, particularly in relation to the design, implementation, evaluation and review of programmes and courses is understood and adhered to by both UoA and SCNU colleagues;
   o Ensure the UoA digital infrastructure, content, services and cyber security are fit for the student and staff needs for the JI programmes;
   o Manage links between SCNU JI colleagues, the School of Natural and Computing Sciences, the Business School and relevant University professional services areas;
   o Ensure that processes are in place to ensure an equivalence of student experience to that of Aberdeen and Qatar-based students;
   o Ensure the relative responsibilities of UoA and SCNU in regard to all aspects of the JI provision is documented and understood;
   o Ensuring that appropriate resources (including staffing) are available for delivery of the UoA aspects of the Institute;
   o Monitor income and expenditure against the agreed Joint Institute business plan;
   o Maintain the risk register, ensuring that risks are being tracked and managed effectively.

7. **COMPOSITION AND QUORUM**:

   Chair: Dean for International Partnership Development

   Required members:

   UoA Vice-Dean for the Aberdeen Institute of Data Science and Artificial Intelligence
   Representative from Business School
   Representative from Academic Services

Representative from Digital and Information Services
HR Partner (Internationalisation)
Senior Accountant, International Projects
Head of International Partnerships & Mobility
School Admin Manager (NCS)
Representative from Student Experience Team
Representative from AUSA

In attendance

Clerk
Representative Services Manager, AUSA
Director of Undergraduate Pathways for JI

In attendance as and when required by the agenda:

Head of International Recruitment
Representative from Communications Team
Data Protection Officer
Representative from Academic Services

Quorum: 50% of formal core membership (including Chair and Vice-Dean).

ACCOUNT TO BE TAKEN OF EQUALITY AND DIVERSITY IN MEMBERSHIP

8. **REPORTING LINE**
Formal reporting line: University Partnership Committee
Interface with School Executives, Quality Assurance Committee, University Education Committee

9. **FREQUENCY AND TIMING OF MEETINGS**
Meeting monthly in the first instance, typically during core hours in accordance with University Policy. Members written updates will be sought in advance.

Urgent issues within the remit of the Group can be resolved by the Chair, with reference to the Chair of the International Partnerships Committee between meetings as required.

10. **PUBLICATION OF PAPERS**
Papers to be brought to the Quality Assurance Committee, University Education Committee and International Partnerships Committee as appropriate.

11. **DATE ESTABLISHMENT OF COMMITTEE**
APPROVED: August 2022