

Remit of Scotland's Colleges Chairs' Congress

1. Scotland's Colleges Chairs' Congress is the representative body for the Chairs of Scotland's colleges. It is a unified body which encompasses all member colleges of Scotland's Colleges. As such it reflects the diversity of the Scottish college sector. The Chairs' Congress, therefore, seeks to address generic, rather than specific issues. It engages with a wide range of stakeholders, having, in particular, a close relationship with Scotland's Colleges Principals' Convention.
2. The aims of Scotland's Colleges Chairs' Congress reflect the following principles:
 - 2.1 Chairs' Congress is an enabling body which seeks to ensure that its members are well informed of relevant issues and developments so that they are better able to discharge their roles for the accountability and sustainability of their colleges.
 - 2.2 Chairs' Congress is an influencing body which seeks collectively to be included in formal consultations and to address issues of further and higher education policy, delivery and governance with the Scottish Government, the Scottish Funding Council and other relevant national bodies.
 - 2.3 Chairs' Congress is a constructive body which seeks to contribute the distinctive experience, knowledge and perspective of its lay members.
 - 2.4 Chairs' Congress is a body which provides a forum and network for members individually and within like groupings where they can share common issues and concerns in a supportive environment.
3. The aims of Scotland's Colleges Chairs' Congress are:
 - 3.1 To support the chairs of Scotland's colleges.
 - 3.2 To promote best practice in college governance and enable such best practice and related topics to be examined and developed under the auspices of Scotland's Colleges through research, seminars, publications, conferences and advice.
 - 3.3 To provide a forum for college chairs to share and express their views, and to provide a platform for discussion.
 - 3.3 To assist in the development of networks within the sector where members can seek the advice and support of their colleagues and benchmark their performance.
 - 3.4 To work with the Principals' Convention to develop the college sector.
 - 3.5 To liaise with the Scottish Group of the Committee of University Chairmen.
 - 3.6 To provide a collective voice for college chairs.

Membership

4. Membership of the Congress is open to the chairs and vice chairs of the boards of management of all member colleges of Scotland's Colleges.

Officers

5. Members of the Congress shall elect a Convenor and Vice Convenor to serve for terms of two years, renewable once.

Meetings

6. The Congress will normally meet on three occasions per year. Additional meetings may be called by the Co-ordinating Group in response to unforeseen, urgent requirements.

Groups and Working Parties

7. The Congress will establish a Co-ordinating Group to oversee its activities. The Co-ordinating Group will be chaired by the Convenor. Membership will comprise the Vice Convenor plus the six college chairs elected to the Board of Scotland's Colleges. The Co-ordinating Group will meet on a regular basis and be empowered to carry out business between plenary meetings of the full Congress.
8. The Congress may from time to time establish other groups and/or specialist, fixed-term working parties to address specific concerns or issues and to offer advice.
9. It will be open to regional groups to meet locally, on an ad hoc basis, to discuss issues of mutual interest or common concern.

Support for the Congress

10. Administrative support for the Congress will be provided from the resources of Scotland's Colleges.

Review of Remit

11. The remit of the Congress will be subjected to formal review every five years or more often if required in response to changed external circumstances.