



Council on Higher Education (CHE)

Terms of Reference for the Chairperson of the Review Panel

Appointed by CHE, the Chairperson of the Review Panel shall adhere to the following Terms of Reference:

1. Provide general leadership to the Review Panel during the review process;
2. Coordinate all meetings of the Review Panel conducted during the site visit;
3. Lead and coordinate all panel activities during the Site Visit and ensure that due process is adhered to during the review process;
4. Ensure that each member of the Review Panel adheres to the CHE Code of Ethics during and after the accreditation process;
5. Communicate any emerging operational challenges to CHE through the Director Quality Assurance and Standards as soon as possible;
6. Ensure that members hold a debriefing session with the institution management before leaving the study site;
7. Act as representative of the Council on Higher Education (CHE) throughout the review period;
8. Facilitate compilation of a comprehensive Review Report that captures the observations and issues that led to the recommendation of the panel to the CHE and submit it on the 3rd day of the site visit.