
College Education Committee Terms of Reference

Purpose

The College Education Committee is responsible for assisting the College Executive to develop, implement and review learning and teaching initiatives, including current course offerings and student experience initiatives, which align with and contribute to the achievement of the University's strategic plan and College targets.

Terms of reference

The College Education Committee will:

- Contribute to setting the educational strategy and priorities for the College;
- Facilitate achievement of the University's strategic plan and College targets relating to education;
- Develop and implement strategies aimed at improving student success;
- Develop a profile of courses which is viable, high quality, and meets the needs of its stakeholders including students and professional accreditation bodies;
- Monitor the effective delivery of educational programs across the College;
- Support innovation and development in learning and teaching;
- Develop mechanisms to promote and extend excellence in teaching by College academic staff;
- Develop and implement strategies to achieve international and domestic student load targets;
- Develop and implement strategies in internationalisation, consistent with the University Strategic plan and objectives
- Develop and monitor the College's educational quality assurance and improvement processes;
- Approve course and topic changes as outlined in the University's policies and procedures; and
- Exercise all other authorities delegated to it as detailed in the University's schedule of delegations or its policies and procedures

The College Education Committee may:

- Establish sub-committees or working parties to advise it on any matters within its terms of reference; and
- Delegate its powers and responsibilities to a sub-committee or any officer of the College;

Composition and membership

Members

- Dean (Education); Chairperson (ex-officio)
- College Teaching Program Directors (ex officio)
- Academic Staff member of College with expertise in internationalization (nominated by the Dean(Education))
- At least two enrolled student representatives from different Teaching Programs within the College (nominated by the Dean(Education))
- Other members may be co-opted as required to assist the committee to fulfil its objectives and responsibilities

In attendance

- Executive Officer for the College Education Committee
- PVC Learning & Teaching or delegate
- PVC Student Life or delegate
- Vice President & PVC International or delegate
- University Librarian or delegate

Quorum

50% of members to the next higher whole number

Version Control

Version	Date	Revision history
1.0	18/3/17	Final