

## Learning and Teaching Committee - Terms of Reference

### 1. Purpose of the Committee

The Learning & Teaching Committee advises Faculty and the Academic Board about Resolutions, policy and procedures relating to the effective teaching, learning and consultative assessment processes within the Faculty to foster and recognise a strong dynamic and innovative learning culture.

### 2. Responsibilities of the committee

- Develop and review policies, and implement projects relating to learning and teaching in the Faculty.
- Provide opportunities to support innovation and or improvements in teaching quality and the learning experience for our students.
- Develop and promote quality assurance strategies for Learning and Teaching.
- Initiate and facilitate the implementation of the Learning and Teaching Plan.
- Liaise with, and report on committees within the Faculty and various working parties within the University.
- Promote and recognise excellence and innovation in teaching.

### 3. Membership of the committee

- Dean (*ex officio*)
- Associate Dean Learning and Teaching (Chair)
- Two Undergraduate Pre-Service representatives
- Up to two Graduate studies representatives
- First year experience coordinator
- Library representative
- ITL representative
- Koori centre representative
- Student member of the faculty or student reference group member
- One new staff member
- The Committee may co-opt up to four members. Members co-opted may be selected from members of the Faculty or the wider University community, or may express interest directly to the Chair of the Committee, but must have an interest and/ or experience in issues considered by the Committee. The term of office of members co-opted by the Committee shall be specified at the time of co-option and such members shall have all rights and privileges of other members.

### 4. Frequency of meetings

The Learning and Teaching Committee will meet at least six (6) times throughout the year.

### 5. Quorum

A quorum for a meeting of the Committee shall be five (5) members.