

Governance

Academic Board Sub-Committees



Quality Enhancement Committee

Establishment

When: 2001; revised by Council at Meeting 2/05 on 21 March 2005 and Academic Board 2/05 on 30 March 2005; revised by Academic Board on 5 March 2008; revised by Academic Board on 6 May 2009; revised by Academic Board 6 October 2010; revised by Vice-Chancellor and President 24 November 2010; revised by Academic Board on 2 November 2011.

By what authority: Council

For what period: Indefinite

Role/Terms of Reference

Nature: The Quality Enhancement Committee is established to provide advice on matters related to quality assurance and improvement across the University.

Terms of Reference: **Advises** the Deputy Vice-Chancellor and Vice-President (Academic) and Academic Board on:

1. Matters relating to quality enhancement and quality assurance processes in the University.
2. The integration of quality assurance systems across the University.
3. Ensuring that quality assurance systems and processes meet the requirements of external bodies.
4. The initial and ongoing self-assessment and audit of the University's quality assurance and improvement processes.
5. University responses to national tertiary quality assurance agencies and initiatives.
6. Assessing progress against the Quality Assurance and Improvement Plan and developing a schedule for reporting and follow-up activities.
7. Academic program and other reviews.
8. Identifying themes for quality enhancement.
9. Matters relating to monitoring assessment and learning outcomes across the University.

Reporting line: To Academic Board

Quorum: None

Procedures prescribed/determined itself: Business procedures:

1. Determined by the Quality Enhancement Committee.
2. Amendments to the constitution of the Committee are to be approved by Academic Board.

Meeting Agendas:

Prepared by the Executive Officer in liaison with the Convener and distributed by the Executive Officer at least seven working

days prior to the meeting.

Frequency of meetings:

Four meetings per year, or as required

List of any sub-committees:

Membership

Any categories prescribed:

1. Deputy Vice-Chancellor and Vice-President (Academic) (ex officio) or nominee (Convener)
2. Deputy Vice-Chancellor and Vice-President (Research) (ex officio) or nominee
3. Pro Vice-Chancellor (Student Experience) or nominee (ex officio)
4. Pro Vice-Chancellor (International) or nominee (ex officio)
5. General Counsel or nominee (ex officio)
6. Two Executive Deans nominated by the DVC&VP(A)
7. Three Heads of School nominated by the Executive Deans of the Faculties not represented in 6
8. Dean, Graduate Studies (ex officio)
9. Director, Learning and Quality Support (ex officio)
10. One currently enrolled student representative.

The Vice-Chancellor and President is an ex officio member of all Committees of the University.

How are members appointed?

Membership categories 1-5 and 8-9 are ex officio. Membership category 10 is nominated by the Adelaide University Union (AUU).

Length of terms

Membership categories 1-5 and 8-9 are serving in an ex officio capacity.
Membership categories 6-7 serve a two year term.
Membership category 10 is nominated annually by the Adelaide University Union (AUU).

Proxies

Proxies are permitted with the prior approval of the Convener.

How is the Convener appointed?

The Convener is the Deputy Vice-Chancellor and Vice-President (Academic) or nominee, serving in an ex officio capacity.

Administration (Executive Officer)

Learning and Quality Support

Attendance

tba

Contact person and phone/email

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