University Learning Committee

Establishment

When: 1999; revised by Council at Meeting 2/05 on 21 March 2005; revised by Academic Board 2/05 on 30 March 2005; revised by Academic Board 8/11 on 2 November 2011; revised by Academic Board 8/12 on 7 November 2012; revised by Academic Board 5/15 on 5 August 2015; revised by Academic Board 3 October 2018.

By what authority: Council

For what period: Indefinite

Role/Terms of Reference

Nature: The University Learning Committee has a strategic focus and is established as an interactive forum for discussing, developing, implementing and disseminating positions on key learning and teaching issues.

Recommendsto Academic Board:

1. Processes to improve the quality of the student experience and the University's educational offerings.

2. Policies supporting learning and teaching (e.g. in curriculum design, approaches to delivery and assessment, teaching infrastructure and learning outcomes).

Approves the award of institutional teaching prizes and awards.

Advisesthe Deputy Vice-Chancellor and Vice-President (Academic) on:

1. Matters related to the development of learning and teaching at the University of Adelaide including planning and policy issues, scholarships, and the development, management and promotion of the University's Learning and Teaching Plan.

2. The promotion of teaching awards, prizes and grants, and provides support to the Deputy Vice-Chancellor and Vice-President (Academic) in selecting successful applications.
3. Trends and developments in learning and teaching, teaching technologies, learning and assessment and on possible changes that reflect good practice (e.g. technology in education, postgraduate coursework).

Reporting line: To Academic Board

Quorum: None

Procedures prescribed/determined itself:

Business procedures:
1. Determined by the University Learning 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 days prior to the meeting.

Frequency of meetings: Monthly during semester

List of any sub-committees:

**Membership**

Any categories prescribed:
1. Deputy Vice-Chancellor and Vice-President (Academic) (ex officio) or nominee (Convener)

The Associate Dean (Learning and Teaching) of the:
2. Faculty of Arts (ex officio)
3. Faculty of Engineering, Computer and Mathematical Sciences (ex officio)
4. Faculty of Health Sciences (ex officio)
5. Faculty of the Professions (ex officio)
6. Faculty of Sciences (ex officio)

7. Pro Vice-Chancellor (Student Learning) (ex officio)
8. Pro Vice-Chancellor (International) (ex officio) or nominee
9. University Librarian (ex officio) or nominee
10. Dean, Indigenous Education (ex officio) or nominee
11. Director, Education Strategy and Teaching Excellence (ex officio)
12. Director, Learning Enhancement and Innovation (ex officio)
13. One currently enrolled undergraduate student representative
14. One currently enrolled postgraduate coursework student representative.

The Vice-Chancellor and President is an ex officio member of all Committees of the University.
| **How are members appointed?** | Membership categories 13 and 14 are nominated by the Adelaide University Union. Other members are ex officio. |

| **Length of terms** | Membership categories 1-12 are serving in an ex officio capacity. Membership categories 13 and 14 are nominated annually by the Adelaide University Union. |

| **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), serving in an ex officio capacity. |

| **Administration (Executive Officer)** | Office of the Deputy Vice-Chancellor and Vice-President (Academic) |

| **Attendance** | tba |

| **Contact person and phone/email** | Janette Carter, tel. 30109 |

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