

STANDING COMMITTEE OF ACADEMIC BOARD

TERMS OF REFERENCE

Decision-making and Advisory

To act on behalf of the Academic Board in accordance with its policies between meetings, and to hear confidential student matters and report to the next Academic Board meeting on all actions and decisions taken.

- 1 To provide leadership of Academic Board activities.
- 2 To identify emerging issues and to advise the Board or to act accordingly.
- 3 To identify risks that might arise in relation to the University's academic policies, programs and interests, to consider and recommend appropriate mitigation measures and to advise management on these issues.
- 4 To monitor and review the quality assurance framework of the University and generally oversee all matters relating to quality assurance and maintenance of academic excellence.
- 5 To submit recommendations on policy issues for consideration by the Academic Board or its committees.
- 6 To advise the Vice Chancellor's Committee on behalf of Academic Board on planning and resources issues that affect the University's academic program.
- 7 To conduct enquiries and make recommendations to Council on confidential student matters.
- 8 To conduct urgent business on behalf of the Academic Board between full Board meetings.
- 9 To receive recommendations from Academic Board committees on minor policy changes and to make recommendations to Council as appropriate.
- 10 To consider student appeals referred to it by the Academic Board's committees or the Board itself.
- 11 To consider and report on any matter referred to it by the Academic Board.

Reports to

Academic Board

Chaired by

Chair of Academic Board

Membership

Deputy Chairs of the Academic Board

Chair, Academic Board Teaching and Learning Committee (when not a Deputy Chair)

Chair, Academic Board Research Committee (when not a Deputy Chair)

Chair, Academic Board Higher Degree Research Committee (when not a Deputy Chair)

Four elected members from the Academic Board

Deputy Vice-Chancellor (Research)

Pro Vice-Chancellor (Students and Social Inclusion)

Frequency of Meetings

The Committee will meet at least eight times per year.

Co-option

The Committee can co-opt where needed any members required to achieve or maintain gender balance, where the membership does not include at least two women and two men. The Committee can also invite individuals as observers to provide additional appropriate expertise as necessary.

Self-Review

Once in every 12-month period, the Committee shall devote at least part of one meeting to a review of its work and practices over the previous 12 months.

Support

The Secretary to Academic Board will provide support.