

# **Faculty Boards - Faculty of Education - Membership and Terms of Reference**

## **Section 1 - Intellectual Property Policy Committee**

(1) The Intellectual Property Policy Committee was established by resolution FBE 96/4 on 12.3.96 and reports directly to Academic Senate on behalf of the Faculty Board.

## **Section 2 - International Committee**

(2) Established by the Faculty of Education Faculty Board on 3 April 2007 (FBE 07/67) and amended on 22 July 2008 (FBE 08/85).

(3) The International Committee was disestablished by the Faculty of Education Faculty Board on 17 March 2009 (FBE 09/14).

## **Section 3 - Curriculum, Learning and Teaching Committee**

(4) The Learning and Teaching Committee was established by the Faculty of Education Faculty Board on 6.11.07 (FBE 07/166). The Committee was renamed the Faculty of Education Curriculum, Learning and Teaching Committee with revised membership and terms of reference approved on 20 March 2012 (FBE 12/16) and amended on 1 May 2012 (FBE 12/32).

### **Membership**

(5) The membership includes:

- a. Sub-Dean Learning and Teaching (Chair);
- b. Sub-Dean Curriculum and Faculty Development;
- c. Associate Dean (Teacher Education);
- d. Director Professional Experience Unit;
- e. Chair of the School of Human Movement Studies Learning and Teaching Committee;
- f. Chair of the School of Information Studies Learning and Teaching Committee;
- g. Chair of the School of Education Learning and Teaching Committee along with an academic staff member from within the school located on the other campus;
- h. Chair of the School of Teacher Education Learning and Teaching Committee along with an academic staff member from within the school located on the other campus;
- i. Chair of the Ontario School of Education Learning and Teaching Committee;
- j. LTS Faculty manager Educational Design and Media Team or nominee;
- k. Chair of the Faculty of Education Flexible Learning Working Group

- l. manager, Academic Support or nominee;
- m. Representative of the School of Indigenous Australian Studies to be nominated by the Head, School of Indigenous Australian Studies; and
- n. all Course Directors within the Faculty of Education

## **Right of Audience and Debate**

(6) The following have the right of audience and debate:

- a. Executive Deans
- b. other Sub-Deans
- c. Heads of School
- d. Head, School of Indigenous Australian Studies
- e. Director, Flexible Learning Institute
- f. Director, Education for Practice Institute
- g. all Faculty Educational Designers;
- h. all Faculty Course Coordinators
- i. other invited guests;

## **Duration of Membership**

(7) Members of the committee whose membership is determined by role (e.g. Curriculum, Learning and Teaching Committee chair, Course Director etc.) will remain on the committee whilst ever they hold this role.

(8) For other members of the committee the standard duration of appointment will be two years.

(9) Members of the committee may undertake to continue on the committee for multiple two year appointments.

## **Terms of Reference**

(10) The Faculty of Education Curriculum, Learning and Teaching Committee shall be the peak committee within the Faculty responsible for overseeing the design, delivery and evaluation of learning and teaching within the Faculty and will have specific responsibility for:

- a. acting as a link between the Schools, the Executive Dean, and the the University Curriculum, Learning and Teaching Committee to foster effective communication;
- b. developing, promoting and enacting the Faculty's annual Learning, Teaching and Professional Experience Plan ;
- c. using committee meetings as a forum for discussing ideas, issues and innovations regarding the the University's and Faculty's approaches to learning and teaching;
- d. forging and maintaining links with the Education for Practice Institute and the Institute for Innovation in Flexible Learning and Teaching;
- e. recognising, encouraging and disseminating good teaching practices in the Faculty;
- f. fostering the nexus between teaching and research, and promoting the scholarship of learning and teaching; and
- g. fostering high quality course design, delivery and evaluation.

## **Frequency of Meetings**

(11) The Committee shall convene five times per year with the option of holding additional meetings when required.

## Minutes

(12) The Committee shall submit the minutes or a report of its proceedings to the Faculty Board as well as to the the University Curriculum, Learning and Teaching Committee.

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	24th May 2014
<b>Review Date</b>	31st July 2018
<b>Approval Authority</b>	Academic Senate
<b>Approval Date</b>	23rd May 2014
<b>Expiry Date</b>	13th January 2016
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