

## Learning and Teaching Committee

The Learning and Teaching Committee (L&TC) is a committee of the University's Academic Board.

### Terms of Reference

#### Purpose

The Learning and Teaching Committee addresses two broad areas in the Higher Education (HE) and Vocational Education and Training (VET) sectors across the University:

- Enhancement of learning and teaching
- Quality assurance of learning and teaching.

### Responsibilities

#### Enhancement of learning and teaching

1. Develop, implement and monitor the Learning, Teaching and Student Success Plan.
2. Receive, consider and respond to any matter referred to it by Academic Board on the development of recommendations, policy and procedures relating to learning and teaching.
3. Advise Academic Board on external quality standards, trends and developments in the HE and VET learning and teaching domain.
4. Develop and advise on policies and procedures in relation to learning and teaching.
5. Receive, consider and respond to reports from, and provide advice to, School Boards, relevant School committees, Centre for Learning Innovation and Professional Practice (CLIPP), and other University areas on all aspects of learning and teaching.
6. Provide advice to Academic Board in relation to contemporary, pedagogically sound course and program development.
7. Provide guidance to the Academic Board regarding the professional development requirements of staff in order to meet University learning and teaching objectives.

#### Quality assurance of learning and teaching

1. Monitor report and provide advice to the Academic Board on learning and teaching quality across the University against relevant internal and external standards for both HE and VET domains. Quality measures will include student evaluations of teaching, student exit data, peer review and benchmarking activities.
2. Provide advice to Schools on best practice quality assurance processes in relation to learning and teaching.
3. Respond to learning and teaching quality assurance requests from external accreditation bodies, including ASQA and TEQSA.

## **Membership**

### **Ex Officio members**

Chair, Learning and Teaching Committee  
Chair, Academic Board or nominee  
Chair, Higher Education Curriculum Committee  
Associate Deans (Teaching Quality)  
Deputy Vice-Chancellor (Academic) or nominee  
Deputy Vice-Chancellor (Student Support Services) or nominee  
Director, CLIPP or nominee  
Director, Library and Learning Spaces  
Director, Information Technology Services or nominee  
Manager, Policy and Quality Services or nominee  
Pro Vice-Chancellor (International and Partnerships) or nominee  
Manager, Aboriginal Education Centre (AEC)  
General Manager (Academic)  
Director, VET Practice

### **Elected members**

One teacher from FedUni TAFE  
One Higher Education academic  
One Federation University Australia student

### **Appointed members**

There are currently no appointed members on the Committee.

### **Co-opted members**

There are currently no co-opted members on the Committee.

## **Appointment of Chair and Deputy Chair**

### **Chair**

The Chair of the Committee will be appointed for a period of two years by Council on the recommendation of the Chair of Academic Board, with a maximum of three consecutive terms. The Chair has full voting rights, and in the case of an equal vote, has the casting vote.

### **Deputy Chair**

The Committee will elect a Deputy Chair from its members at its first meeting each year for a one-year term.

## **Meetings**

Meetings will comply with the Standing Orders of Academic Board

## **Related documents**

[Standing Orders \(pdf, 67kb\)](#) of Academic Board

Federation University Australia [Statute 2.2 Academic Board \(pdf, 32kb\)](#)

Federation University Australia [Regulation 2.2.2 Academic Board \(pdf, 37kb\)](#)

Federation University Australia [Statute 1.3 Meetings \(pdf, 10kb\)](#)

Federation University Australia [Statute 5.1 - Academic Awards and Courses \(pdf, 60kb\)](#)

[Australian Qualifications Framework](#)

***For further information***

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URL: <http://federation.edu.au/staff/governance/academic-board>