

# Terms of Reference - Teaching and Assessment Committee

## Section 1 - Purpose

(1) The Teaching and Assessment Committee is a sub-committee of the Academic Standards and Quality Committee that provides advice on issues relating to teaching and assessment practices and standards. The Committee will:

- a. develop, monitor, review, and advise the Academic Standards and Quality Committee on, University Rules, Policies, Procedures and Guidelines relating to practices and standards in teaching and assessment;
- b. consider and report on issues related to practices and standards in teaching and assessment, including with respect to curriculum design;
- c. monitor and report on continuous improvement strategies in course and assessment design based on student feedback;
- d. monitor and report on equivalence of assessment practices and standards through moderation and benchmarking;
- e. monitor and report on the suitability of learning resources for students to meet the requirements of their course; and
- f. consider and report on any matters referred to it by the Academic Standards and Quality Committee, Academic Board, or Chair, Academic Board.

## Section 2 - Composition

(2) The membership of the Teaching and Assessment Committee is:

- a. Ex officio members
  - i. Chair: Pro Vice-Chancellor (Academic Innovation);
  - ii. Director, Student Support (or nominee)
  - iii. Director, Centre for Teaching and Learning
  - iv. Director, Library Services
  - v. University Academic Directors, Educational Partnerships, or equivalent
  - vi. Associate Dean (Education) from each Faculty and College
  - vii. Deputy Chair (Teaching and Learning), Academic Board
- b. Elected members
  - i. One coursework student.

## Section 3 - Meetings

(3) Meetings and other business will be conducted in accordance with the [Standing Orders – the Academic Board and its Committees](#).



## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	24th September 2024
<b>Review Date</b>	24th September 2027
<b>Approval Authority</b>	Academic Board
<b>Approval Date</b>	19th September 2024
<b>Expiry Date</b>	Not Applicable
<b>Responsible Executive</b>	Erica Wilson Pro Vice-Chancellor (Academic Innovation) +61 2 66203151
<b>Head of Work Unit</b>	Ruth Greenaway Director, Centre for Teaching and Learning
<b>Enquiries Contact</b>	Governance Services