

UNIVERSITY

1. The Curriculum Committee is a governance committee established by the Academic Board under the
2. The purpose of the Curriculum Committee is to provide recommendations to Academic Board on the alignment of the academic program with University strategy, the academic quality of proposals related to courses and course components, and the compliance of proposal for courses and course components with University legislation

- iv. reaccreditation of courses.
 - b. maintain oversight of the internal and external accreditation of courses;
 - c. provide advice on the alignment of the academic program with University strategy;
 - d. maintain oversight of continual course monitoring and improvement through the Interim Monitoring, Review and Improvement process and provide advice regarding the effectiveness of the process and associated activities;
 - e. approve new non-award courses and their closure;
 - f. advise on other matters referred by Academic Board and/or the Vice-Chancellor.
6. The Curriculum Committee shall comprise the following members:
- a. Pro Vice-Chancellor, Education;
 - b. Associate Dean, Education (or nominee) of each Faculty;
 - c. Associate Director, Quality Assurance (or nominee);
 - d. Director, Learning & Teaching (or nominee)
 - e. Associate Director, Operational Performance (or nominee)
 - f. Director, Student Connect (or nominee)
 - g. one Level D or E Academic Staff member who is also a member of the Academic Board
 - h. one Level A – C Academic Staff member who is also a member of the Academic Board
 - i. Associate Director, Library and Study Skills (or nominee);
 - j. one postgraduate student;
 - k. one undergraduate student; and
 - l.

23. The Chair may approve for the whole, or any part, of a meeting of the Curriculum Committee, the attendance of:
 - a. a member of the Academic Board;
 - b. an employee or contractor of the University; or
 - c. any external persons for the purpose of providing advice or consultation to the Curriculum Committee.

24. The Chair will arrange an induction for Curriculum Committee members.
25. The Chair will provide ongoing mentoring and support for student members of the Curriculum Committee.

26. Decisions will be determined by vote or by a majority consensus, at the discretion of the Chair. A quorum must be present for a decision or endorsement to be made.
27. Where a vote is required, a decision of the Committee is considered valid if a majority of the members present agree to the proposed recommendation.
28. Circulating resolutions require support from two-thirds of the Curriculum Committee membership, evidenced by the members' signatures, which may include electronic signatures, or email confirmation sent from an authorised email account.
29. Once made, whether unanimously or by a majority, a decision shall be collective and communicated as a decision of the Committee.

30. The Curriculum Committee will assess its performance annually with respect to the Curriculum Committee's purpose and functions.
31. The Academic Board will review the Curriculum Committee Charter on a biennial basis.

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