

Governance

Learning and Teaching Committee

The Constitution of the Learning and Teaching Committee.

This committee operates in accordance with the [UWA Principles for the Operation of Committees](#) and [UWA Rules for the Operation of Committees](#). Members must act in accordance with the [University Committee Members' Code of Conduct](#).

Constitution

1 Committee of the University Education Committee.

The Learning and Teaching Committee (LTC) is a standing committee of the University Education Committee.

2 Role

- (1) The role of the Learning and Teaching Committee is to -
 - (a) advise and make recommendations to the University Education Committee on -
 - (i) the quality of learning and teaching in the institution;
 - (ii) University Policies relating to Learning and Teaching;
 - (iii) means of assessing and improving the quality of learning and teaching;
 - (iv) the use of technology in learning and teaching;
 - (v) research studies on learning and teaching; and
 - (vi) matters arising through liaison with relevant external bodies;
 - (b) develop strategies and schemes for supporting, rewarding and promoting high quality teaching and student learning;
 - (c) provide input to the University and School planning as it relates to learning and teaching;
 - (d) monitor best practice initiatives and evidence based research to drive innovation in educational and teaching practice;
 - (e) implement where possible policy matters relating to learning and teaching; and
 - (f) provide an annual report to Academic Board on activities undertaken.

3 Membership

- (1) The Committee comprises:
 - (a) the Pro Vice-Chancellor (Academic) as Chair;
 - (b) the Chair of the Academic Board or nominee;
 - (c) the Chairs of the five Boards of Studies;
 - (d) the Deputy Head (Learning and Teaching) or equivalent from each school;
 - (e) Pro Vice-Chancellor (Indigenous Education) or nominee;
 - (f) the Director of the Albany Campus or nominee;
 - (g) the nominee of the Guild President;
 - (h) the nominee of the President of the Postgraduate Students' Association; and
 - (i) up to four co-opted members if required for diversity, gender balance, representation and specific expertise.
- (2) The Committee may elect a deputy chair from amongst its membership.

- (3) The Committee may include standing invitees who may bring specialized expertise. These may include:
- (a) the nominee of the Director, Student Life;
 - (b) the Chief Information Officer or nominee;
 - (c) the University Librarian or nominee;
 - (d) the Associate Director, Capability Development, Educational Enhancement Unit; and
 - (e) the Associate Director, Education Enhancement Strategy, Educational Enhancement Unit;

4 Terms of office

- (1) The term of office of members appointed under 3(1)(i) is three years.
- (2) At the end of a term of office, members appointed under 3(1)(i) are eligible to be appointed for a second term only.

5 Skills and/or qualifications of members and standing invitees

- (1) It is desirable that members and standing invitees have a leadership role within the learning and teaching/education portfolio in their respective functional area or substantial experience in learning and teaching, and this important role is to be taken into account when nominees are appointed.

6 Quorum

- (1) The quorum for the Learning and Teaching Committee is 15 (excluding standing invitees).

7 Decisions

- (1) All matters are decided by a majority of the members present and voting.
- (2) Each member has a vote.
- (3) The chair of the meeting has an ordinary vote and a casting vote.
- (4) Standing invitees do not have a vote.

8 Delegation

- (1) The Learning and Teaching Committee delegates to the Chair to establish sub-committee to manage the schemes referred in 2(1)(b), which has the authority to make and action decisions that are within the parameters of guidelines approved by the Learning and Teaching Committee.
- (2) Any changes to existing guidelines for education-related schemes under 2(1)(b) must be forwarded by the relevant selection group to the Learning and Teaching Committee for its approval.

9 Frequency of meetings

- (1) The Learning and Teaching Committee meets at least eight times a year during the period from February to November, and may meet more frequently when required.