INTERPRETATION

1 In this constitution, references to academic elements and academic management positions shall be as defined in Academic Structure of the University and Academic Manager Positions.

INTRODUCTION

2 The Academic Committee is the senior body within the University which debates, decides and makes recommendations to the Council on academic developments, policies and procedures.

FUNCTIONS

3 (1) The Academic Committee is responsible to the Council for assuring the quality of the University’s academic standards through its oversight of learning and teaching and research processes and outcomes, as set down in the Strategic Plan and its supporting plans, in particular its monitoring of the effectiveness of policies, systems and procedures related to program and course management and research management.

(2) The Academic Committee may advise the Council on the academic aspects and implications of any business coming before the Council.

(3) The Academic Committee shall discharge such responsibilities as shall be delegated to it by the Council except in circumstances where the Committee decides to seek the advice of the Council.

(4) Without limiting the generality of sub-sections 1 and 2, the Academic Committee may -

(a) advise the Council on the mission and goals of the University and the strategy by which such goals should be pursued;

(b) advise the Council on the appropriate organisational structures for academic activities including the creation of Groups, Schools, Centres and Units;

(c) advise the Council on the conduct, evaluation and enhancement of teaching and research;

(d) advise the Council on strategic links and affiliations with other academic institutions or organisations.

(5) The Academic Committee may advise the Vice Chancellor, as it sees fit, from time to time, on the budget allocations as they impinge on the quality of the academic activities of the University.

(6) The Academic Committee may advise the Vice Chancellor’s Executive Group of its views on any matter under consideration by that body.

(7) The Academic Committee may advise any committee or organisational element within the University on the academic aspects of any issue which comes within the province of that body.

(8) The Academic Committee may address the Council on any matter affecting the University. Where any such matter falls within the responsibilities or functions of any other committee of the University, or of the officers of the University, the
Academic Committee shall ensure that such committees or officers are informed of its communication to the Council.

(9) The Academic Committee shall monitor the implementation of academic policies and procedures and initiate reviews and improvements.

(10) The Academic Committee shall monitor progress towards the University’s goals of equity of access and academic opportunity and monitor the implementation of strategies to achieve these goals.

(11) The Academic Committee shall monitor progress towards the University’s goals in sustainability and monitor the implementation of strategies to achieve these goals.

(12) In the performance of its obligations, the Academic Committee shall, wherever appropriate and practicable, consult the academic Groups, Schools and other affected elements of the University.

DELEGATED AUTHORITIES

4 The Academic Committee has the authority to -

(1) establish awards, approve the detailed requirements for awards and approve the structure and content of programs leading to awards;

(2) approve changes to the content of academic programs and detailed requirements for awards;

(3) approve the academic policies of the University, including admission policies;

(4) approve changes to the constitutions of sub-committees of Academic Committee.

MEMBERSHIP

5 (1) The members of the Committee shall be -

(a) the Deputy Vice Chancellor (Academic) as Chairperson, ex officio;

(b) Deputy Chair and, ex officio, the Chairperson, Programs Committee appointed by the Deputy Vice Chancellor (Academic) following a process of consultation;

(c) the Vice Chancellor, ex officio;

(d) Deputy Vice Chancellors, ex officio;

(e) Pro Vice Chancellors, ex officio;

(f) one member of the Council, who is neither a member of the full-time academic staff nor a student of the University, to be appointed by the Council;

(g) the Dean (Academic), Dean (Learning and Teaching) and Dean (Research) – Arts, Education and Law Group, Griffith Business School; Griffith Health; and the Science, Environment, Engineering and Technology Group, ex officio;

(h) the Academic Registrar, ex officio;

(i) the Director, Griffith Institute for Higher Education, ex officio;
(j) twelve members of the full-time academic staff of the University to be elected by members of the full-time academic staff of the University, at least two of whom shall be from each Group;

(k) Heads of School/Department from each academic element within the Arts, Education and Law Group, Griffith Business School; Griffith Health; and the Science, Environment, Engineering and Technology Group, ex officio;

(l) one coursework postgraduate student of the University who is on the Postgraduate Students Roll, to be elected by members of that Roll;

(m) one higher degree by research candidate of the University who is on the Higher Degree by Research Student Roll, elected by members of that Roll;

(n) four undergraduate students who are either on the Full-Time Students Roll or the Part-Time Students Roll, to be elected by members of the Full-Time Students Roll and Part-Time Students Roll of the University. Each member shall be from a different Group.

(2) Members appointed under sub-section 5(1)(b) and 5(1)(f) shall hold office for a period of two years, up to 31 December of the relevant anniversary year.

(3) Members elected under sub-section 5(1)(j) shall hold office for a period of two years, up to 31 December of the relevant anniversary year.

(4) Members elected under sub-sections 5(1)(l), 5(1)(m) and 5(1)(n) shall hold office for a period of one year, up to 31 December of the succeeding year.

(5) All members shall be eligible for re-election or re-appointment.

INVITATION TO ATTEND

6 Office Directors of administration and support offices, and other University staff may be invited by the Chair of the Academic Committee to attend.

SECRETARY

7 The Pro Vice Chancellor (Administration) shall appoint the Secretary to the Committee, who shall have rights of audience and debate.

SUB-COMMITTEES

8 The Academic Committee may establish sub-committees of either a standing or an ad hoc nature. Membership of both standing and ad hoc committees should not be restricted to persons who are members of the University.