EDUCATIONAL EXCELLENCE COMMITTEE

Sub-committee of the Learning and Teaching Committee
2010/0011605

ESTABLISHMENT

1 The Teaching and Learning Excellence Committee was established as a Sub-Committee of the Academic Committee in 2000, and the Excellence Awards Committee was established as a Sub-Committee of the Academic Committee in 1991, both committees were disestablished at the 3/2005 meeting of the Academic Committee, with the establishment of the Educational Excellence Committee.

FUNCTIONS

2 The Educational Excellence Committee shall:
   a) monitor the University’s national performance in learning and teaching grants, awards and fellowships
   b) advise the Learning and Teaching Committee on strategies for recognising and rewarding excellence in learning and teaching, including –
      (i) policies that promote high quality and innovative teaching;
      (ii) the University’s processes for making applications to the Australian Learning and Teaching Council Australian Awards for University Teaching, Fellowships and Grants;
      (iii) the dissemination of good practice in learning and teaching and approaches to promoting the achievements of the University’s staff within and external to the University;
      (iv) the processes and resources required to support Learning and Teaching recognition and reward schemes
   c) oversee the University’s processes for the Griffith Awards for Excellence in Teaching scheme including recommendations to the Deputy Vice Chancellor (Academic) on the annual allocation of award funds (i.e. value and number of awards), and making recommendations to the Learning and Teaching Committee on ongoing improvements to the scheme;
   d) oversee the University’s processes for the Griffith Grants for Learning and Teaching scheme including recommendations to the Deputy Vice Chancellor (Academic) on the annual allocation of grant funds, reviewing grant progress and providing feedback on grant reports; and making recommendations to the Learning and Teaching Committee on ongoing improvements to the scheme;
   e) oversee the dissemination of good practice across the University through the Celebrating Teaching program and other events that showcase excellent practice in learning and teaching.

MEMBERSHIP

3 The members of the Committee shall be:
   (a) the Chairperson, nominated by the Deputy Vice Chancellor (Academic);
   (b) the Dean (Student Outcomes) and Director Griffith Institute for Higher Education (GIHE) or nominee;
   (c) two academic staff members per academic group nominated by the group Pro Vice Chancellor;
(d) the Academic Registrar or nominee;
(d) one undergraduate student;
(e) one postgraduate student.

The Committee may have the power to seek advice from, or co-opt to the Committee membership, any member of the University community or an external expert where particular expertise or insights are required. The Committee may also establish Working Parties of an ad hoc nature and direct inquiries to any element of the University.

PRESENT WITH RIGHTS OF AUDIENCE AND DEBATE

4 The Committee shall have the authority to invite, from time to time, other persons to attend particular meetings, to advise the Committee, or to participate in debate on particular matters.

TERMS OF OFFICE

5 All members shall be appointed for a term of office of two years, up to 31 December of the relevant anniversary year. Such appointments shall be renewable, but not normally for more than two successive terms. Student representatives shall be appointed for a term of office for one year up to 31 December of the relevant year.

SECRETARY

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

MEETINGS

7 The Educational Excellence Committee will meet as required and shall report its activities to the Learning and Teaching Committee.