MEMBERS OF THE TEACHING AND LEARNING COMMITTEE

Deputy Vice-Chancellor (Education) (Winthrop Professor Alec Cameron) - Chair
Chair of the Academic Board (Winthrop Professor John Cordery)
Dean of Coursework Studies (Winthrop Professor Grady Venville)
Director, Centre for the Advancement of Teaching and Learning (Winthrop Professor Denise Chalmers)
University Librarian and Director (Information Management) (Dr Mary Davies)
President, Guild of Undergraduates (Mr Cameron Barnes)
Nominee of the President, Postgraduate Students’ Association (Mr Jarrad Bothe)
Chair of each Faculty Teaching and Learning Committee or Dean of Faculty or nominee:
  Faculty of Architecture, Landscape and Visual Arts (Winthrop Professor Simon Anderson)
  Faculty of Arts (Dr Neil O’Sullivan)
  UWA Business School (Winthrop Professor Philip Hancock) – Deputy Chair
  Faculty of Education (Winthrop Professor Helen Wildy)
  Faculty of Engineering, Computing and Mathematics (Professor Cara MacNish)
  Faculty of Law (Associate Professor Meredith Blake)
  Faculty of Medicine, Dentistry and Health Sciences (Associate Professor Diana Jonas-Dwyer for Professor Sandra Carr)
  Faculty of Science (Winthrop Professor Brendan Waddell)
Nominee of the Dean of the School of Indigenous Studies (Assistant Professor Mel Thomas)
Executive Officer (Ms Sue Smurthwaite)

BY INVITATION (STANDING INVITEES)

Dr Sato Juniper, Graduate Research and Scholarships Office
Dr Greg Marie, Institutional Research Unit (IRU)
Ms Siri Barrett-Lennard, Student Services
Mr Brian Greene, Information Services
Professor Sally Sandover, Regional Programs
Mr Kelly Smith, Director, International Centre
Mr Mike Shearer, Head of College (Trinity)

STANDING OBSERVOR

Ms Sally Jackson, Administrative Officer, Academic Policy Services

TEACHING AND LEARNING COMMITTEE MEETING
THURSDAY 4TH APRIL 2013
SUPPLEMENTARY AGENDA

The following is a supplementary agenda item for Part 2 of the agenda and will be dealt with en bloc by motion of the Chair. A member may request the transfer of an item from Part 2 to Part 3.

PART 2 – ITEM FOR DECISION TO BE DEALT WITH EN BLOC

1. TEACHING AND LEARNING COMMITTEE STANDING COMMITTEES – REF:F28144

At its last meeting the Teaching and Learning Committee resolved (R4/13):

RESOLVED – 4
i) that the Assessment and Evaluation Standing Committee be suspended during 2013;
ii) that the eLearning and Learning Spaces Standing Committee be suspended during 2013;
iii) that continuation of the Awards Standing Committee be reviewed, and its continuation during 2013 resolved, by the Chair;
iv) that the Grants and Schemes Standing Committee continue as detailed in its constitution.
With regard to the Awards Standing Committee, the Chair advises that it will continue for 2013 with minor amendments to its membership, as attached (Attachment C).

The Chair recommends that the constitution of the Awards Standing Committee be amended as attached to the Agenda.

In so resolving, it should be noted that consequent amendments will be made to the current award guidelines on Recognition and Reward of Excellence in Teaching (refer http://www.teachingandlearning.uwa.edu.au/teaching/awards/awards), previously endorsed by the Teaching and Learning Committee (R33/09 and R12/12).
Awards Standing Committee constitution

(Endorsed by the Teaching and Learning Committee – R2/10)

This committee operates in accordance with the Principles and Rules for the Operation of Committees available at http://www.secretariat.uwa.edu.au/page/89528.

Members must act in accordance with the University Committee Members’ Code of Conduct available at http://www.secretariat.uwa.edu.au/page/89528.

Position of the Committee within the University of Western Australia

1. The Awards Standing Committee is a standing committee of the University’s Teaching and Learning Committee.

Role

2. The role of the Awards Standing Committee is to -

(a) engage in selection processes for internal and external awards relating to teaching and learning, including:

- the Office of Australian Learning and Teaching Council (OALTLC):
  - Citations for Outstanding Contributions to Student Learning
  - Awards for Teaching Excellence
  - Awards for Programs that Enhance Learning

- University Awards including:
  - Distinguished Teaching and Learning Awards for Schools
  - Contributions to Student Learning Awards
  - UWA Excellence in Teaching Awards

Other awards, as appropriate

(b) monitor and review awards guidelines and procedures, as appropriate;

(c) monitor progress of implementation strategies included in the Education Section of the University’s Operational Priorities Plan as they relate to reward and recognition of excellence in teaching and teaching support;

(d) advise and make recommendations to the Teaching and Learning Committee and/or other University bodies or officers, as appropriate, on matters relating to the award and recognition of excellence in teaching, including associated budgetary issues.

Membership

3. (1) The committee comprises:

- Pro-Vice-Chancellor (Education) Deputy Chair of the Teaching and Learning Committee as Chair;
- Academic Coordinator, ESO as Deputy Chair;
Chair of the Academic Board or nominee
Director, Student Services or nominee
Director, Centre for the Advancement of Teaching and Learning
Academic Director, Educational Strategies Office
Associate Director, Academic Policy Services
President of the Guild or nominee
The representative of the School of Indigenous Studies from the University’s Teaching and Learning Committee
Up to five co-opted members, if required for balance or specific expertise

(2) The Chair may appoint a Deputy Chair from among the members to perform essential duties in the Chair’s absence.

(32) Co-opted members are appointed for two years and may be re-appointed.

Standing Invitees

4. No standing invitees.

Skills and/or Qualifications of Members and Standing Invitees

5. It is desirable that members have a leadership role within the teaching and learning/education portfolio in their respective functional area, or other leadership role related to the student learning experience, and this important role is to be taken into account when nominees are appointed.

Quorum

6. The quorum for the Awards Standing Committee is half the current membership plus one.

Decisions

7. (1) Each member has a vote.

(2) The Chair has an ordinary vote and a casting vote.

Frequency of Meetings

8. The Committee normally meets up to four times per annum.

Delegation

9. (1) The Awards Standing Committee has the delegated authority from the Teaching and Learning Committee to undertake selection of UWA nominees for national awards and UWA winners of University Awards within the parameters of any policies (internal or external) for the various awards processes;

(2) Any changes to existing policies for University Awards must be forwarded by the Awards Standing Committee to the Teaching and Learning Committee for its approval.