

TERMS OF REFERENCE

COMMITTEE	ACADEMIC QUALITY COMMITTEE
PURPOSE	The Academic Quality Committee assists the Academic Board in ensuring the maintenance of the highest standards and quality in teaching, scholarship and research at the University of Sydney and, in this context, advises the Academic Board on receipt of reports on the quality of, and current standards in teaching, scholarship and research, in accordance with the University of Sydney (Academic Board) Rule 2017 and the University of Sydney (Delegations of Authority) Rule 2020 .
TERMS OF REFERENCE	<p>The purpose of the Academic Quality Committee:</p> <ul style="list-style-type: none"> To play an active role in assuring the quality of teaching, scholarship and research in the University and co-ordinate and maintain an overview of the academic activities of all academic units. To monitor issues relating to quality in relation to undergraduate and postgraduate award courses, and to make recommendations to the Academic Board. To monitor issues relating to quality in relation to research, and to make recommendations to the Academic Board. To monitor issues relating to quality in relation to research training, including the assessment and examination of Higher Degree by Research candidates, and to make recommendations to the Academic Board. To provide academic oversight in relation to domains 2.2, 5.2.2, 5.2.4, 5.3.1, 5.3.2, 5.3.3, 5.3.4, 5.3.5, 5.3.7, 5.4.2, 6.1.4, 6.3.1 (b) – (d), 6.3.2 (a), (c) – (h) inclusive of the Higher Education Standards Framework (Threshold Standards) 2021. In pursuit of the above objectives, to: <ul style="list-style-type: none"> 6.1. request reports from, or refer matters to Faculties, University Schools, schools, departments, University Executive portfolios, etc., for consideration and action as required; 6.2. consider and take action as required on reports or academic submissions from academic units 6.3. initiate and oversee, in collaboration with the University Executive, a formal and regular program of review of academic activities of all academic units. To ensure undergraduate and postgraduate coursework education are compliant with appropriate rules, policies and procedures, including, but not limited to the: <ul style="list-style-type: none"> University of Sydney (Coursework) Rule 2014 Coursework Policy 2021 Assessment Procedures 2011 Learning and Teaching Policy 2019 Learning and Teaching Procedures 2016 Academic Integrity Policy 2022 Academic Integrity Procedures 2022 To ensure that research training is compliant with appropriate rules, policies and procedures, including, but not limited to the: <ul style="list-style-type: none"> University of Sydney (Higher Degree by Research) Rule 2011 Higher Degree by Research Supervision Policy 2020 Progress Planning and Review for Higher Degree by Research Students Policy 2015

	<ul style="list-style-type: none"> • Thesis and Examination of Higher Degree by Research Policy 2015 • Thesis and Examination of Higher Degree by Research Procedures 2020 • Thesis and Examination of Higher Degrees by Research Guidelines for Examiners 2020. • Dual and Joint Degree Policy 2019 • Research Code of Conduct 2023 • To receive reports from, and provide advice to, the Deputy Vice-Chancellor (Education), The Registrar and, where appropriate, the Pro-Vice-Chancellor (Global and Research Engagement) on quality assurance and other matters relating to coursework study. • To receive reports from, and provide advice to, appropriate portfolios on quality assurance and other matters relating to higher degree by research training in domain 4.1 of the Higher Education Standards Framework (Threshold Standards) 2021. • To obtain information or reports from any faculty, school or department, the Library or other academic unit on academic matters relating to coursework or research training studies. • To provide regular reports on its activities under its terms of reference to the Academic Board. • To consider and report on any matter referred to it by the Academic Board, or its committees, the University Executive or the Vice-Chancellor.
CHAIR	Professor Ryan Naylor
MEMBERSHIP	<p><i>Ex Officio Members</i></p> <p>the Chair of the Committee</p> <p>the Chair of the Academic Board, or nominee</p> <p>the Registrar and Academic Director (Education), or nominee</p> <p>the President of the Students' Representative Council, or nominee</p> <p>the President of the Sydney University Postgraduate Students' Association, or nominee</p> <p><i>Appointed members</i></p> <p>The Academic Board shall, on nomination by members of the Academic Board, appoint:</p> <ul style="list-style-type: none"> • one academic staff member from each Faculty and University School; and • at least one undergraduate and one postgraduate student member. <p>The Academic Board shall, on the recommendation of the Chair of the Academic Board, appoint as its representatives three elected staff members of the Academic Board. On the recommendation of any two of these members, an item before the Committee will be referred to the Academic Board as a starred item for consideration.</p> <p><i>Deputy Chair</i></p> <p>The Committee may, on the nomination of its Chair, appoint one member to act as Deputy Chair.</p> <p><i>Co-opted members</i></p> <p>The Committee may co-opt additional members. Co-opted members may be selected from the members of the Academic Board or the wider University community or may express interest directly to the Chair of the Committee, but must have an interest or experience in issues considered by the Committee. The</p>

	<p>term of office of members co-opted by the Committee shall be specified at the time of co-option and such members shall have all rights and privileges of other members.</p> <p><i>Assessors and Reviewers</i></p> <p>The Committee may invite and appoint assessors and reviewers to assist it with its functions, including, as appropriate, from outside the University.</p>
ATTENDEES	Staff or students of the University may attend meetings as observers, and may, with the permission of the Chair of the committee, address the meeting on issues being considered by it.
VOTING RIGHTS	Voting is restricted to ex-officio members, appointed members and co-opted members.
QUORUM	A quorum for a meeting of the Committee shall be seven members.
SECRETARIAT	University Governance Office
MEETINGS	The Committee shall meet at least five times a year.
REPORTING	The AB Academic Quality Committee reports to the Academic Board.
MINUTES	Available on SharePoint: link