



Multi-disciplinary Teaching and Learning Committee (MTALC)

1. Role

The Multi-Disciplinary Teaching and Learning Committee (MTALC) acts as an advisory board to each School's Academic Committee (SAC) within the Cluster. The Committee is a forum for discussions on curriculum and pedagogy design and a vehicle for quality enhancement and assurance for the Schools. MTALC reports to the relevant SACs and standing committees of Academic Senate.

2. Terms of Reference

- a) Review and provide quality enhancement for course, unit, specialisation, and articulation proposals, and promote good practice in curriculum design and documentation.
- b) Review quality assurance and enhancement of teaching and learning in the Schools that make up the Cluster, including reviewing both qualitative and quantitative indicators of student learning, planning responses and reporting to SACs and the Senate Education Committee in a format approved by the committee.
- c) Review and recommend changes to policies related to curriculum design and delivery to the SACs of the Cluster.
- d) Develop strategies for supporting academic integrity in the Schools of the Cluster, particularly in relation to instances of poor scholarship, and academic misconduct.
- e) Review and enhance the assessment and examination practices of the Schools within the Cluster, and reporting back to those SACs in a format approved by the committee.

3. Membership

- a) The Associate Dean, Teaching and Learning (or equivalent) of each School within the Cluster;
- b) One Director of Academic Programs per School, to be nominated by the Dean;
- c) Up to two Academic Course Advisers (one to represent Undergraduate degrees and one for postgraduate degrees) per School, to be nominated by the Dean;
- d) One Curriculum Adviser drawn from the Schools in the Cluster;
- e) Relevant Teaching and Learning Manager from the College, nominated by CEO of College;
- f) One academic staff member, elected by and from the academic staff within each School.
- g) One undergraduate student, elected by and from the undergraduate students of each School and,
- h) One postgraduate student, elected by and from the postgraduate students of each School.
- i) Executive Director, Library Services or nominee.

4. Chairing of Meetings



The Chair of the Cluster MTALC will be an Associate Dean, Teaching and Learning from a School of the Cluster. The Chair position will be rotated on an annual basis from the Schools represented within the Cluster. The Chair may appoint a Deputy Chair from among the membership of the Committee. The Chair may co-opt non-voting advisors from other units within the University, where required and available.

5. Meeting Frequency

The Teaching and Learning Committees meet face to face a minimum of four and a maximum of six times per year. Additional e-meetings may be required at the discretion of the Chair to engage with urgent proposals.

6. Quorum

Quorum is one-half (or if one-half is not a whole number, the whole number next higher than one-half) of the total number of members for the time being of the Committee, and there must be at least one representative from each School of the Cluster in attendance.

If a quorum is not present within 30 minutes of the stated commencement time, the meeting shall automatically lapse and the business on the agenda shall be included in the agenda for the next meeting.

Approved at the meeting of Academic Senate on 26 February 2021.