

## **VPAC Standing Committee on Academic Affairs**

### **Terms of Reference**

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#### **Vision and Purpose**

The Committee is an advisory committee of VPAC to specify and articulate academic (educational and administrative) matters to VPAC, as well as an academic resource to VPAC to provide leadership to the College from a College-wide perspective. It will provide a focus for research and analysis of on-going academic operations, and an environment for dialogue about the future strategic direction of academic endeavours in the College. This environment also will provide a forum for the planning and development of programming at the inception stage.

#### **Time Frame**

The Committee is a Standing Committee and will continue at the discretion of VPAC and with the advice of the Faculties.

#### **Membership**

The membership of the Committee will be appointed for two years from VPAC, the Faculties and other operating units of the College as determined from time to time by VPAC. The Committee will select a Chair from its membership for a period of 3 years. The total membership, excluding expert participants, should not exceed twelve (12) members. Membership is renewable for one term.

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The Committee, functioning as a “think tank,” may focus its work in the following areas:

1. Monitoring the current academic environment in all Faculties with special attention to issues of quality and standards, best practices, academic performance of the student body, graduation and transfer, and other academic matters the Committee may determine to require its attention.
2. Research and analysis related to the current and future academic environment of the College, including the preparation of studies, reports and recommendations to VPAC.
3. Academic development and enhancement.
4. Teaching, learning, and academic leadership.
5. Academic innovation and interdisciplinary studies.
6. Acting in an advisory role for the Scholarly Activity Office.

#### **Authority**

The Committee draws authority from VPAC to carry out its responsibilities, including necessary decision-making associated with its responsibilities.

**Limitation of Authority**

The Committee is not a governing committee.

The Committee is not a program committee.

The Committee is not an independent planning committee.

**Consultation Process**

The Committee will carry out its work on the basis of a consultative model within the College and externally when deemed necessary.

**Performance Evaluation**

The Committee, with VPAC, will review its performance at the end of its first year and make amendments as deemed necessary. Thereafter, the Committee's performance will be reviewed in June of each year.