

<b>Title</b>	College Education Quality Committee (CEQC), Terms of Reference
<b>Owner</b>	Provost and Deputy Vice Chancellor
<b>Approved By</b>	Education Quality and Standards Committee
<b>Approval Date</b>	23 March 2026
<b>Next Review Date</b>	12 months from implementation, and then every three years
<b>For what period</b>	Indefinite
<b>Version</b>	1.0

### **1. Role**

The College Education Quality Committee (CEQC) directs implementation of the University's learning and teaching strategy and priorities at the College level. It provides oversight of curriculum and education quality for the College as appropriate to the relevant Adelaide University policies and procedures, drawing on curriculum, teaching and student data. It acts in an advisory capacity to the College Executive and College PVC and fulfils any additional responsibilities as determined by the College.

The CEQC plays a role in developing, recommending and monitoring strategies to respond to emerging issues in learning and teaching, continuously improve teaching quality, support curriculum innovation, and ensure opportunities for a sustainable and contemporary portfolio of education programs are realised.

The CEQC guides curriculum review, amendment and development and approves or recommends amended or new curriculum, through to the University Education Quality and Standards Committee (EQSC) in line with the Adelaide University Curriculum Quality Assurance Policy and Procedure.

With respect to research training and research coursework programs, the CEQC works closely with the College Research Committee, which has primary responsibility for those matters.

The College Education Quality Committee supports Academic Board, via the University Education Quality and Standards Committee, to fulfill their responsibilities for monitoring and managing academic standards and to meet the legislated requirements of the Higher Education Standards (Threshold Standards) 2021 (HESF), pertaining to the following HESF Domains:

### **Domain 1 Student Participation and Attainment**

1.3 Orientation and Progression

1.4. Learning Outcomes and Assessment

1.5. Qualifications and Certification

### **Domain 2 Learning Environment**

2.1. Facilities and Infrastructure

2.2. Diversity and Equity

### **Domain 3 Teaching**

3.1. Course Design

3.3 Learning Resources and Educational Support

### **Domain 5 Institutional Quality Assurance**

5.1. Course Approval and Accreditation

5.2 Academic and Research Integrity

5.3. Monitoring, Review and Improvement

5.4. Delivery with other Parties

### **Domain 6 Governance and Accountability**

6.3. Academic Governance

### **Domain 7 Representation, Information and Information Management**

7.1 Representation

**Responsibility:**

The College Education Quality Committee will:

1. Apply the principles and criteria of the Adelaide University Education Quality Framework, Policy and Procedures, to ensure a consistent approach to curriculum review and development.
2. Evaluate all aspects of education quality within the College, including curriculum review, design and approval, formative and summative assessments, program delivery, student educational experience, teaching quality, feedback, and resources, and recommend initiatives to the College Executive or College PVC to enhance teaching quality, curriculum and pedagogical innovation.
3. Develop and regularly review procedures for the annual monitoring of curriculum and teaching quality and performance within the College and monitor completion of resulting actions for improvement e.g. student progression, attrition, completion; program, course and teacher evaluations; assessment outcomes; accreditation. Provide reports, as determined, to relevant University Committees.
4. Recommend to and receive recommendations from the University Education Quality Standards Committee and/or the University Curriculum Strategy and Enhancement Group, initiatives and documentation relating to the strategic review, amendment and development of curriculum in support of the Adelaide Attainment Model.
5. Recommend proposals to the EQSC for internal program accreditation and monitor the status of external accreditation for relevant programs.
6. Develop and monitor initiatives to support academics in their professional development as it relates to teaching, at all career stages, with a focus on Early Career Teachers and Mid-Career Teachers.
7. Work with the Academic and other Portfolios, the College Executive and other Colleges to ensure effective communications and information flow.

**Reporting line:**

To the University Education Quality Standards Committee and/or the Academic Board.

**Quorum:**

A quorum shall consist of 50% of members (ignoring fractions) plus one.

**Operating procedures prescribed/determined:**

1. Operating procedures are to be determined by the Committee, including for agenda setting, papers and timelines, proxies, out of session approvals and paths for escalating urgent matters.
2. Amendments to the Terms of Reference are to be approved by Academic Board.

**Frequency of Meetings:**

The College Education Quality Committee will meet at least six times per year or as needed to address urgent matters.

**Sub-committees:**

College Education Quality Committee may establish sub-committees as required to fulfil its functions.

**Conflict of Interest:**

Members must declare any real or perceived conflicts of interest.

**Membership:**

It is recommended that the committee contains no more than 15 members, with Colleges having some discretion in the final composition of the Committee, within the guidance of the list below.

Representative members shall be determined through an EOI process.

The Dean Students will lead a two-way exchange of information between the College Education Quality Committee and the College Student Experience and Success Committee to ensure the student perspective is informed and considered. All members of the CEQC, however, are responsible for seeking to engage the perspectives of students and staff.

**Prescribed Membership:**

College:

Dean, Academic (Chair)  
Dean, Students  
Dean, International and External Engagement  
[College of Health; Dean, Clinical Education]  
Academic Lead (Learning and Teaching) (representative)  
Academic Lead (Students) (representative)  
Undergraduate Program Director/s (representative)  
Postgraduate Program Director/s (representative)

The number of representative members is at the discretion of the College and should reflect the College's program suite.

Academic Portfolio:

Academic Business Partner  
SES Business Partner

**Attendance:**

College:

Associate Director, Academic and Program Services

Academic Portfolio:

AU Pathway College Dean  
AU Online Dean  
PVC Learning and Teaching (or delegate)  
Academic Portfolio representatives (AQI, Attainment Model, Library, TLI)

I&EE Portfolio:

International and External Engagement Squad Member/s (Marketing, International)

Others by invitation of the Chair

The College Pro Vice Chancellor has a standing invitation

**Proxies:**

Proxies are permitted with the approval of the Chair

**Term of Office:**

Ex officio members for the term of their office, and representative staff members for two years.

**Contact person and contact details:**

Executive Officer