

## **Raffles University Senate Learning and Teaching Committee (SLT)**

### **Terms of Reference**

- To establish and approve Validation Panel(s) for the purpose of recommending for approval new programmes or major revisions to existing programmes.
- The size, membership and Chair of the Validation Panel will be determined by SLT or its Chair in accordance with the University normal approval processes for programmes;
- To review, advise and to make recommendations to Senate on proposals and recommendations from Validation Panel /Chair(s) concerning the approval of new University degree programmes including the validation of new programmes through third party validation procedures with other organizations and Raffles Education Corporation business units and major changes to existing approved Raffles University degree programmes;
- To formulate, for consideration by Senate, such statements or general academic and educational goals and standards for the University, including the General Regulations of the University, as the committee may deem appropriate; to monitor their implementation, and keep them under ongoing review;
- To advise Senate on the deliberations of the Quality Enhancement Unit on the adequacy of support for programmes at different locations of the REC network, the consistent and effective delivery of agreed curricula, and on the monitoring of quality of outcomes in all the University delivery locations;
- To oversee the process of Annual Programme Review to be conducted by Programme Unit co-ordinators and produce an annual summary report for Senate and the Academic Advisory Council;
- To advise Senate on plans and proposals concerning the nature and quality of learning and teaching at the University, including proposals pertaining to the advancement of scholarship and pedagogical innovation;
- To monitor developments affecting University accreditation and approval at the national and trans-national levels, and to advise Senate on appropriate strategies which the University might consider in response to same;
- In addition to reviewing, and advising on, proposals and recommendations originating elsewhere, the SLT may itself initiate proposals and recommendations on issues and topics falling within its mandate.
- To approve the appointment of the Academic Directors.

## **Membership**

The SLT membership shall be approved by the President on the advice of the Vice Presidents. Membership shall seek to represent the academic community and management of the University and relevant organizations within the REC network. The Vice Presidents, Deans and Registrar (or nominee) shall be ex-officio members of the SLT. The other members shall be appointed initially for two years and renewable thereafter. SLT may co-opt up to two external academics and two REC programme leaders. The Chair of SLT shall be the Senior Vice President, and if unavailable, then another Vice President as elected at each meeting. Membership shall be a subset of the Senate and those co-opted by SLT:

- Vice Presidents
- Registrar (or nominee)
- Deans
- A maximum of two Academic Directors
- A representative from Raffles College of Design and Commerce
- A representative from REC Business Managers
- A maximum of two External Academics co-opted by SLT
- A maximum of two REC Programme Leaders co-opted by SLT

## **Mode of Operation**

The SLT Committee is expected to meet at least twice per year. Between meetings, business may be conducted electronically or by correspondence. Decisions shall be made by a simple majority of members.

*Updated: July 2008*