

There shall be

- (v) Director, Student Services (or nominee)
- (vi) College Deans (nominated by Chair, Academic Board) (2)
- (vii) Campus Dean JCU Singapore (or nominee)
- (viii) Outstanding teaching academics determined by an Expression of Interest, appointed by the Chair, Curriculum Committee (2)

(b) (determined by an Expression of Interest, appointed by Chair, Academic Board)

- (i) Undergraduate Student
- (ii) Postgraduate Student

The following shall be advisors to the Committee and shall have rights of audience and debate:

Director, Academic Program Quality
 Campus Dean JCU Brisbane
 Chief Marketing Officer (or nominee)
 Manager, Quality Assurance and Evaluation
 Manager, Academic Partnerships and Projects
 Associate Director, Admissions and Compliance
 Manager, Curriculum Management and Accreditation
 Head, Academic Pathways

The University Secretariat shall be Secretary to the Committee. There may be an Assistant or Minute Secretary to assist the Secretary and to take minutes.

The Secretariat shall provide the resources necessary for the performance of the Committee.

A member may appoint a nominee. When a member is unable to attend a meeting of the Committee, that member should advise the Chair that a representative will attend on their behalf as a nominee. The nominee will be considered a Committee member for voting and decision making at the meeting.

The Committee or its Chair may invite other University staff members and persons external to the University, as required for the purposes of the Committee, to attend meetings as advisors.

Additional Student input is to be achieved by the invitation of the Chair on a case-by-case basis

A majority of members shall constitute a quorum.

The Committee shall meet as often as necessary, at least six times a year, in order to perform its functions.

Meetings shall be convened by either the Chair or the Secretary of the Committee.

The Secretariat shall cause to be sent in reasonable time to all members of the Committee a notice of meeting.

Proposals for agenda items from Committee members are to be submitted to the Secretariat for consideration for inclusion on the agenda. The Chair shall determine the agenda and preside at meetings.

For the purposes of accountability and meeting efficiency, all meetings shall be run according to a pre-

