

COURSE ADVISORY COMMITTEE

TERMS OF REFERENCE



Introduction

The Faculty of Business has agreed that there will be a single core Course Advisory Committee for all of the degrees of the Faculty, which will be augmented with relevant members of the business community and/or other educational institutions as appropriate to advise on matters relating to specific discipline areas or courses.

Membership of Faculty Course Advisory Committee

The members of the inaugural Faculty of Business Course Advisory Committee are as follows:

Associate Dean, Teaching & Learning, Faculty of Business (Chair)

Dr Michael Brooks, Head, School of Economics

Dr Rob Hecker, Deputy Head, School of Management

Ms Leonie Ellis, Deputy Head, School of Information Systems

Dr Judy Oliver, School of Accounting & Corporate Governance

Mr John Livermore, Secretary, Institute of Arbitrators and Mediators (Tasmania), Certified Practising Marketer

Mr Clive Willingham, Management Consultant, former Director, Industrial Relations and Public Sector Management, Tasmanian Government

Mr Roy Barkus, Managing Director, Logica CMG

Mr David Hickman, President, National Institute of Accountants, Credit Manager, Commercial Equity Group, Launceston

Dr Chris Lock, Director, Economic Policy Branch, Department of Treasury & Finance

Terms of Reference

The terms of reference for the Faculty of Business Course Advisory Committees are:

1. to provide advice relating to the development, content, implementation and performance of the specific teaching programs nominated to the Committee by the Dean of the Faculty and make appropriate recommendations to the Faculty and Schools through the Dean;
2. to advise the Dean and appropriate Heads of School on any aspect of the Faculty and School plans in relation to the courses nominated by the Dean;
3. to provide advice to the Dean and the appropriate Heads of Schools regarding the promotion of teaching and learning activities in relation to the courses nominated, including external collaborative activities with other higher educational institutions, industry and government;

4. to provide advice on the annual course reports submitted to the Committee by the relevant Course Coordinators through the Associate Dean, Teaching & Learning, with an emphasis on quality assurance matters;
5. to provide advice to the Dean and the appropriate Heads of School on the performance of the Faculty in relation to the courses that will be submitted to the Course Review Committee in accordance with the University timetable;
6. to provide advice as to the adequacy of the courses in light of industry, government and community needs, including proposals for revised or new units and courses.

September 2006.