

**QUALITY ADVANCEMENT COMMITTEE**

Committee Secretary: Renee Twhigg: Telephone 03 479 8421 Fax 03 479 8692

E-mail: renee.twhigg@otago.ac.nz

A meeting of the Quality Advancement Committee will be held in **Committee Room North** on **Tuesday 17 March 2015** at **2:00 p.m.**

Professor V A Smith

Convener

**AGENDA**

The Committee is asked:

1. Minutes

**To confirm** the minutes of a meeting of the Committee held on 18 November 2014.

 ***pages 1-4***

1. **Intimations from Senate**

**To note** that the Senate, 25 February 2015, received the minutes of a meeting of the Committee held on 18 November 2014.

1. Membership and Terms of Reference

**To note** (a) that Ms Katy Columb and Associate Professor Rose Flynn are the Senate nominees on the Committee for a three-year term;

 (b) that Miss Jean Mace, Mr Kris Platt and Mr Nigel Thynn are the OUSA representatives on the Committee for 2015.

**To consider** the Terms of Reference for the Committee. ***pages 5-6***

1. Academic Audit Activities

**To receive** a verbal report from the Director, University Quality Advancement.

**To note** (a) that the AQA Audit Framework is available at [http://www.aqa.ac.nz/framework](http://www.aqa.ac.nz/cycle5framework)

(b) that the AQA Audit report on Christchurch University is available at <http://www.aqa.ac.nz/christchurch>.

1. Quality Surveys

To receive a report from the Surveys Co-ordinator. *pages 11-12*

1. 2015 Quality Forum Programme

To receive a report from the Surveys Co-ordinator. *pages 13-14*

1. Quality Reviews Programme

To receive a report from the Reviews Co-ordinator. *pages 15-16*

To consider proposed additions (revised) to the generic Terms of Reference relating to the University’s commitment to sustainability and sustainable practices, including background information and prompts for addressing this Term of Reference in Self Review documentation. *pages 17-20*

1. Convener’s Business
2. Date of Next Meeting

 To note that the next meeting of the Committee has been set down for Tuesday 23 June 2015, from 2:00pm to 4:00pm in Committee Room North.

RMT

10 March 2015

**Distribution**

Professor V A Smith (Convener)

Professor R J Boon

Ms B S Clark

Associate Professor P A Cliff

Ms K L Columb

Associate Professor R P Flynn

Mr D N Glass

Dr C Grant

Associate Professor S E Greenwood

Professor K A Hinchcliff

Miss J A C Mace

Ms M A Martin

Professor H D Norton

Mr J S Peters

Mr K W Platt

Associate Professor L G Saunders

Professor R A Smart

Mr N A Thynn

The Reviews Co-ordinator

The Surveys Co-ordinator

Ms R M Twhigg