

BOARD OF GOVERNORS OF ATHABASCA UNIVERSITY

ACADEMIC AFFAIRS COMMITTEE

TERMS OF REFERENCE

Approved January 6, 2012

Confirmed January 11, 2013

1. The Academic Affairs Committee shall monitor, evaluate, and advise the Board of Governors of Athabasca University (the “Board”) with respect to matters concerning the academic affairs of the University, including proposals coming from the administration and from General Faculties Council, and shall consider future educational expectations and challenges to be faced by the University. The Committee shall have the oversight responsibility for the audit process of the academic activities within the University. The Committee shall also include any other matter delegated to the Committee by the Board.
2. Without restricting the generality of its role and within its delegated authorities, the Academic Affairs Committee will:
 - 2.1. Review the University’s Strategic Plan and its development process and recommend approval of the Plan to the Board;
 - 2.2. Review and make recommendations to the Board concerning the Comprehensive Institutional Plan (CIP) and /or a similar document as required, and make recommendations to the Board in respect of thereof;
 - 2.3. Review the performance of the University against key strategic performance initiatives and measures and report on the findings to the Board;
 - 2.4. Review and recommend approval of the University’s Mandate and Mission Statements to the Board;
 - 2.5. Review academic teaching and research activities at the University to ensure they are undertaken in a manner consistent with the vision and mission of the University;
 - 2.6. Review and make recommendations to the Board in respect of teaching and research policies;
 - 2.7. Monitor all matters related to intellectual property and technology transfer of research at the University;
 - 2.8. Review proposals and recommendations of General Faculties Council concerning the establishment, continuation and re-organization of faculties, centres, departments and make recommendations to the Board in respect thereof;

- 2.9. Review and recommend to the Board approval of programs brought forward by General Faculties Council;
 - 2.10. Review proposals and recommendations of General Faculties Council for major changes in instructional and research programs and other academic matters and make recommendations to the Board in respect thereof;
 - 2.11. Review and make recommendations to the Board on the Strategic Enrollment Management Plan and provide regular reports in relation to outcomes achieved.
 - 2.12. Establish liaison with the Finance & Property Committee on all academic and research matters before the Committee with financial issues;
 - 2.13. Review academic matters that pertain to the quality of the educational experience at the University;
 - 2.14. Review the quarterly and annual reports of the ombuds office;
 - 2.15. Annually review the Terms of Reference for the Committee and recommend any changes to the Board.
3. Where the Chair of the Academic Affairs Committee deems it necessary, a special meeting of the Committee will be called to deal with urgent matters.