

Curriculum Advisory Committees

Purpose

Curriculum Advisory Committees (CACs) are panels of internal and external experts who advise on the format and content of original curricula and then continue to advise on the maintenance of those curricula.

Practical Legal Training Programs

Curriculum Advisory Committees (CACs) in New Zealand, Queensland, Victoria and Western Australia have been established to advise course leaders and the Academic Board about the impact of local conditions on the PLT Program curriculum and to recommend changes to the relevant stream materials. The CAC function in New South Wales is performed by the Group Course Committee (GCC) and the Subject Area Teams headed by Senior Lecturers.

The CACs meet once or twice per year (as deemed necessary) and report to the Academic Board via the Chief Academic Officer.

Applied Law Programs

The Curriculum Advisory Committees for the Applied Law Programs perform a similar function to the other CACs; ie, they have input into the settling or amending of the curricula.

The CACs for the Applied Law courses meet as required while the courses are in development, but revert to an annual meeting once fully established.

All CACs report to the Academic Board via the Director, Practitioner Education.

Terms of Reference

The CACs are convened in order to:

- have input into curriculum to ensure local conditions are provided for
- ensure that the realities of legal practice are reflected as far as possible in both curriculum, delivery and assessment
- approve and sign off on new courses or amendments to courses
- review student satisfaction and student outcome data and other benchmarking data as appropriate
- test the College on its policies and procedures in respect of curriculum development and delivery

The CACs analyse relevant curriculum and make recommendations for its improvement. They do not make academic decisions but they influence the decision making of the Academic Board and the Board of Governors via the giving of advice in respect of curriculum.

Membership

The CACs are typically constituted by:

- the relevant Program Director (or nominee)
- a staff representative
- external members (practitioners or academics).

The Chair of the CAC is normally an external member appointed by the Chair of the Academic Board. Other members of the CAC are appointed by the relevant Program Director in consultation with the Chair of the CAC.