

Main Accountabilities

The COLAB's main accountabilities are:

- to oversee academic policy
- to assure the quality of the College's programs, and
- to report and make recommendations on matters of academic policy and quality to the Board of Governors of The College of Law Limited.

Quality assurance of the College's programs includes, but is not limited to:

- review of new course proposals
- periodic review of existing courses
- promotion of a high standard of teaching and learning in all programs
- monitoring the development, improvement and maintenance of curriculum, including assessment and documentation
- monitoring student progress, including graduation
- monitoring course evaluations
- monitoring continuous improvement processes
- oversight of academic committees
- oversight of academic appeals process
- oversight of scholarship and research
- oversight of academic staff development
- responding to requirements and recommendations of external accreditors, regulators and auditors

Functions and Terms of Reference

In making any decision or recommendation to the Board of Governors, the COLAB is guided by the following terms of reference:

- Principles in Research and Scholarship
- Principles in Teaching and Learning
- Principles of Engagement with the Profession and Community
- Relevant board policy
- TEQSA Threshold Standards and Risk Framework

The COLAB will also have regard to:

- advice from the Executive Management Team
- advice from the Course Review and Course Approval Panels
- advice from the Research and Scholarship Committee (RSC)
- advice from the various Curriculum Advisory Committees (CACs)
- advice from the Group Course Committee (GCC)
- advice from the Assessment Review Committee (ARC)
- advice from the various academic appeals committees

External Members on Academic Subcommittees

External members of COLAB should not serve on academic subcommittees unless there are compelling reasons to depart from this policy in circumstances which satisfy the following:

- The subcommittee is not an operational committee (eg, GCC, Assessment Review Committee, Work Experience Committee or Appeals Committees)
- There is no likelihood of conflict between the subcommittee and COLAB
- There is no expense or inconvenience incurred by the external member

The benefit of the external member's expertise clearly outweighs any concerns of a loss of independence where the subcommittee makes a recommendation for approval by the COLAB.