



CHARTER FOR THE SENATE TEACHING AND LEARNING COMMITTEE

1. NAME

The name of the committee is the Senate Teaching and Learning Committee and hereafter referred to as the STLC.

2. STATUS

The STLC is a Senate Committee and reports to Senate.

3. MISSION AND GOALS

The STLC assists Senate in executing its functions in accordance with Section 19 of the UJ Statute in respect of matters related to teaching and learning in accordance with the vision, mission, and core values of the University, the strategic objectives and subsequent key performance areas and indicators, the principles of corporate governance and within the legal and management framework of the University.

4. COMPOSITION

- 4.1 Deputy Vice-Chancellor: Academic (Chairperson).
- 4.2 Registrar.
- 4.3 Executive Deans.
- 4.4 Vice-Deans responsible for Teaching and Learning.
- 4.5 Executive Director: Academic Development and Support (Deputy Chairperson).
- 4.6 Executive Director: Library and Information Centre.
- 4.7 Three members of Academic Development and Support nominated by the Executive Director: ADS.
- 4.8 Senior Directors:
 - 4.8.1 Academic Planning, Quality Promotion and Professional Academic Staff Development.
 - 4.8.2 Institutional Planning, Evaluation and Monitoring.
- 4.9 Director: Academic Planning and Quality Promotion.
- 4.10 Representative from the UJ-Student Representative Council nominated by the UJ-SRC.
- 4.11 Co-opted members as determined by the STLC.
- 4.12 Invited members when appropriate.

5. FUNCTIONS

The STLC functions in accordance with the authority delegated to it by Senate. The specific functions of the STLC are to:

- 5.1 Give strategic direction with reference to teaching and learning at the University.
- 5.2 Monitor the implementation of the Teaching and Learning Strategy and refine the Strategy from time-to-time.
- 5.3 Ensure regular and dedicated engagement on issues of teaching, learning and assessment, so that best practice is reflected in the teaching and learning activities of the University.
- 5.4 Ensure that teaching and learning support structures and practices are aligned to the teaching and learning principles.

- 5.5 Develop institutional teaching and learning-related policies for consideration by Senate.
- 5.6 Consider and recommend to Senate matters related to teaching and learning.
- 5.7 Deliberate on the quality of teaching and learning and the creation of an optimal teaching and learning enabling environment within the University.
- 5.8 Deliberate on any matter that, in the opinion of the chairperson should serve at the STLC for consideration prior to serving at Senate.

6. SCOPE OF AUTHORITY

Senate delegates the scope of authority to STLC as it deems fit.

7. MEETING PROCEDURE AND REPORTING

- 7.1 STLC meets at least quarterly (meeting dates set in advance and contained in the University's Year Programme).
- 7.2 The majority of the members should be present to constitute a quorum.
- 7.3 Members are required to declare any conflict of interest at the meeting.
- 7.4 The Chairperson may call a special or emergency meeting in accordance with the Rules for Effective Meetings.
- 7.5 The Chairperson may invite persons who are not members to attend meetings, provided that they may participate in discussions but may not vote.
- 7.6 Members diligently execute their duty of care and fiduciary duty during deliberations and decision-making.
- 7.7 Decision-making is primarily based on the principle of consensus and/or sufficient consensus.
- 7.8 If consensus cannot be reached, a principle/motion is put to the vote and it is carried if a simple majority vote of those present at the meeting has been obtained.
- 7.9 The Chairperson has, on any matter, a deliberative vote and, in the event of an equality of votes, also a casting vote.
- 7.10 The University Secretariat provides the secretariat who administers meetings in accordance with the Rules for Effective Meetings.
- 7.11 The minutes of each meeting are considered at the next meeting.
- 7.12 A quarterly report is submitted to Senate for noting, ratification or consideration of matters.

8. LIFESPAN AND DISSOLUTION OF THE STLC

The term of office of members of STLC is as follows:

- 8.1 The members of the Executive Leadership Group serve by virtue of their office.
- 8.2 The vice-deans and the senior director and director serve by virtue of their office.
- 8.3 Co-opted members serve for a period as determined by the STLC.
- 8.4 The nominated representatives from ADS serve for a period as nominated by the Executive Director: ADS.
- 8.5 The SRC representative serve for a term determined by the UJ SRC when they are elected, provided that membership ceases automatically when a student member ceases to be a member of the SRC or a registered student.
- 8.6 The STLC is a Senate committee and may be dissolved by Senate.

Approved by Senate 23 March 2009

Approved at SENEX 2/3/2011

Titles aligned with approved ELG Organogram 2013

Titles aligned with approved ELG Organogram 2016

Title amendments, in line with MEC decisions, made on 19 September 2016

Amendments approved by Senate on 6 June 2018

Charter noted by Senate on 14 March 2019. No changes were made.

Amendments approved by Senate on 12 March 2020.