Constitution and Terms of Reference of the Technology Enhanced Learning (TEL) Sub-Committee

Constitution

- A Senior Member of Academic Staff as Chair
- Academic Leads for the TEL projects and services reporting to the Committee
- Assistant Director Learning, Teaching and Research, NUIT
- University Librarian
- Head of LTDS
- Learning Enhancement and Technology Teams Leader LTDS
- Learning Enhancement and Technology Projects Teams Leader LTDS
- Faculty of Medical Sciences Learning Technology System Manager, LTSU
- Faculty of Medical Sciences eLearning Team Representative
- Faculty Associate/Deputy Deans
- The Students’ Union Education Officer
- A representative from the TEL Roadmap Projects Panel
- Secretary from LTDS

Terms of Reference

a. To advise University Education Committee (UEC) on the institutional development of TEL, identifying appropriate TEL developments, policies and priorities and the means of implementing these.
b. To oversee on behalf of UEC the development of institutional TEL capacity and monitor associated projects.
c. To explore innovation in the use of TEL.
d. To promote and disseminate effective practice in the use of TEL to support student learning.
e. To oversee and monitor on behalf of UEC the effective implementation of the TEL Roadmap and resulting projects.
f. To ensure effective communication with Faculty Education Committees and Faculty Education Team Forums on TEL issues and developments.

**Lines of report**

- The Committee is a sub-committee of the University Education Committee and will report to UEC after each meeting of the Committee.
- The Committee will receive reports from the TEL projects and services reporting to it
- The Group will liaise closely with Learning and Teaching Spaces Sub-Committee.

Produced September 2018 (based on the previous Terms of Reference of the eLearning and Student Information Committee)
Updated February 2019 to include Associate and Deputy Deans