

**TERMS OF REFERENCE FOR
LEARNING ANALYTICS SUBCOMMITTEE**

A subcommittee of the Learning and Teaching Committee

Purpose:

To monitor and provide advice on learning analytics projects and activities to the Learning and Teaching Committee. Advice must be consistent with the fundamental principles underpinning the Data Governance Policy.

Responsibilities:

1. To provide advice to inform oversight of learning analytics activity across the University.
2. To provide advice on priorities and activities relating to: student-focused institutional analytics, learning analytics, data analytics and associated research.
3. To provide advice on the establishment and monitoring of an ethical framework for learning analytics.
4. To promote innovation and disseminating good practice in data and learning analytics.
5. To provide advice on the provision of staff development in data and learning analytics.
6. To consider and make recommendations on the development and ongoing maintenance of learning analytics resources and policy.
7. To provide advice on the criteria that inform the disbursement of any funding designed to encourage learning analytics or support learning analytics projects.
8. To monitor the implementation of activities related to student-focused institutional analytics, learning analytics, data analytics and associated research.

Membership:

The subcommittee has the following members:

1. Associate Professor Irina Elgort, Convener
2. Director of Planning and Management Information or their delegate
3. Director Titoko or their delegate
4. The President or Education Vice-President of the Victoria University of Wellington Students' Association (VUWSA) or their delegate
5. One Associate Dean, Learning and Teaching
6. One representative from the VicTeach Learning Analytics community of practice
7. EA to Director CAD, Secretary

Other members may be co-opted by the convenor. Where possible, diversity and equity considerations should be given to the composition of the subcommittee.

Approved: Learning and Teaching Committee, 15 June 2023.