



TERMS OF REFERENCE FOR WORK INTEGRATED LEARNING SUBCOMMITTEE

A subcommittee of the Learning and Teaching Committee

Purpose:

To provide advice to the Learning and Teaching Committee on issues specifically related to work-integrated learning (WIL).

Responsibilities:

1. To provide advice and support to the Learning and Teaching Committee on government funding proposals related to WIL, and the impacts of these proposals on the university sector.
2. To provide advice and support to the Learning and Teaching Committee on risk management associated with WIL activities to ensure high standards for pastoral care, ethical practice, and health and safety.
3. To provide advice to the Learning and Teaching Committee on how to scale up WIL activities and skilfully integrate WIL components within curriculum and pedagogical practices.
4. To provide advice to the Learning and Teaching Committee on how to provide appropriate support for WIL activities across the University.
5. To provide advice to the Learning and Teaching Committee on regulations, policies, procedures and guidelines relating to WIL.
6. To share good practice with respect to curricular and extra-curricular WIL activities.

Membership:

The subcommittee is constituted by the following members:

1. Principal Adviser, Learning and Teaching, Convener
2. Deputy Vice-Chancellor (Academic)
3. Manager, Careers and Employment
4. Senior Advisor, Work Integrated Learning and Career Development
5. University representatives on WILNZ
6. At least two Faculty WIL Contacts, of whom one at least holds an academic position
7. Executive Director, Development and Alumni Relations or nominee
8. Up to two representatives from VUWSA
9. PGSA President
10. EA to Deputy Vice-Chancellor (Academic), Secretary

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

1. Endorsed: WIL Sub-Committee, 22 November 2023
2. Approved: L&TC, 7 December 2023.