



## **AALBORG UNIVERSITET**

### **Study Services secretariat**

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### **Terms of reference for the Strategic Council for Education**

The Strategic Council for Education has been appointed by the Executive Management of Aalborg University with the objective of setting the overall strategic framework for the continuous operation and development of the University's degree programmes within the current rules and the framework of the University's strategy. The Strategic Council for Education serves the interests of the entire University within the area of education and strives towards joint organisation and management to create value for AAU across its organisational units.

### **Members of the Strategic Council for Education**

- Pro-rector for education (chair)
- Pro-deans for education from all faculties
- Director of studies and heads of sections of the Study Services Secretariat and the Quality Assurance Unit
- (The educational advisor of the Pro-rector will attend all meetings as an observer)

No alternates are appointed. Members of the Council who are unable to attend a meeting may submit their comments in writing to any items on the agenda.

### **Duties and responsibilities**

- Taking a cross-organisational perspective and strategically contributing to ensuring that the University's degree programmes undergo positive development (this includes identifying and prioritising initiatives within the field of education)
- Implementing and monitoring the University's strategy within the field of education
- Monitoring and developing the education portfolio of Aalborg University

- Addressing and discussing the quality of Aalborg University's degree programmes (this includes setting limit values for the key figures, applications for creating new degree programmes and merging existing degree programmes, education reports, etc.)
- Discussing and making recommendations on strategic initiatives, such as regarding the organisation and management of the field of education, dimensioning, the Study Progress Reform, new types of admission, pedagogical competence development courses, the digitisation of degree programmes, internationalisation, etc.
- Discussing and developing the University's collaboration with regional and national collaboration partners within the field of education (this includes bridge-building activities)
- Providing input to national political discussions

### **Relation to the Executive Management and other University bodies**

The Council is an advisory body to the Pro-rector for education; by virtue of the authority delegated by the Rector (delegation of the Rector's authority within the area of education), and based on input and consultation with the Council, the Pro-rector will make final decisions in cases processed by the Council.

The chair is responsible for informing the Executive Management of Council activities.

At any time, the chair (or the Rector) may put forward a case to the Executive Management before making a decision.

The Council ranks alongside the Council for Quality Assurance and Development and the Study Environment Council.

The Strategic Council for Education, the Council for Quality Assurance and Development and the Study Environment Council engage in close cooperation and coordination. This cooperation and coordination is ensured by the Pro-rector for education acting as chair of all the above bodies; moreover, the pro-deans for education and the director of studies are members of the Council for Quality Assurance and Development, and the director of studies and one of the pro-deans for education are members of the Study Environment Council.

Furthermore, the chair is obligated to be attentive to whether topics discussed in the Council are also discussed or relate to topics discussed in other bodies.

### **Meetings and minutes**

The Strategic Council for Education performs its activities at meetings. The chair of the Council chairs the meetings. In the absence of the chair, one of the pro-deans will chair the meeting but will not assume the decision-making authority of the chair.

Meetings are held approximately 11 times a year.

When necessary, the chair may arrange extraordinary meetings.

Ten days before meetings, the Study Services Secretariat will call the meeting and send out the meeting agenda

In special circumstances, the chair may call meetings in short notice.

Meeting minutes are approved via emails after the meeting. Approved minutes must be filed in AAU's electronic resource management system and published on the University's internal websites in Danish.

### **Administrative support**

The Study Services secretariat provides administrative support to the Strategic Council for Education.