

Charter for the Curriculum Council at Reykjavik University

About the Curriculum Council

The Curriculum Council (i. námsráð) represents Reykjavik University faculty and students in matters related to curriculum and teaching.

Each School Dean (Director in the case of the Open University) recommends a faculty member from his or her School to be appointed by the Rector to serve on the Council for two academic years. These members should ideally be active in teaching and have considerable teaching experience. The students association appoints one member to represent students in the Council.

The Chairman of the Curriculum Council (i. formaður námsráðs) is appointed by the Rector of the University and reports directly to him/her and attends Executive Committee meetings on behalf of the Council.

The Curriculum Council reports and makes recommendations to the Rector, but does not make final decisions except when the decision is delegated to the Council by the Rector. The Council is supported by the Director of Teaching Affairs, who serves as secretary of the Council, as well as RU Teaching Coach. The Curriculum Council communicates and cooperates with the Research Council.

Minutes of Curriculum Council meetings and other documents approved by the Council shall be accessible to all Reykjavik University staff.

Responsibility of the Curriculum Council

The Curriculum Council shall help to maintain a strong teaching culture and curricula at Reykjavik University through motivation, support, design of processes and quality review, giving attention to short-term and long-term trends and directions in education and curricula.

The Council formulates the University's teaching strategy and provides recommendations to the Rector, Executive Committee and Deans on matters relating to teaching and education.

In addition, the Council executes tasks related to teaching and curricula delegated to it by other rules of the University or decisions of the Rector.

Main tasks of the Curriculum Council

1. Formulate and review the teaching strategy of Reykjavik University.

Participate in strategic planning and formulate a vision for teaching and education with active participation of other faculty members.

2. Review the implementation of the teaching strategy.

Regularly discuss, suggest and monitor actions to implement Reykjavik University's teaching strategy and make recommendations related to the strategy.

3. Support a strong culture of teaching and education at Reykjavik University.

Encourage experimental innovation in education and best practices for teaching and educational programs.

Promote and reinforce quality standards for teaching and curricula.

4. Evaluate proposals for programs and curricula.

Evaluate proposals for the adoption of new educational programs and new curricula, major changes in existing programs and curricula, and proposals for the termination of existing curricula and educational programs in accordance with RU rules on the establishment of new study programs.

5. Review the University quality framework for teaching and curricula.

Periodically review examinations rules, study progress rules, study requirements, and university-wide frameworks, such as the semester system, admission criteria and grading criteria.

Develop and review regularly criteria used for measuring the quality of teaching, such as teaching evaluation, peer evaluation and teachers' self assessment.

6. Act as spokespersons for teaching and education inside Reykjavik University.

Act as Reykjavik University's voice on matters related to teaching and curricula.

Attend and participate in Executive Committee meetings (Curriculum Council Chairman).

Participate in Reykjavik University's strategic planning.

Participate in other tasks related to the development of teaching and curricula at Reykjavik University.

Role of the Curriculum Council Member

Each Curriculum Council member should work closely with faculty members and administrators in his/her School, representing their voice in the Curriculum Council meetings and reporting to the School faculty the work of the Curriculum Council. The students' representative acts as spokesperson for student interests and reports back to the students association. Members of the Council shall be familiar with the Bologna Process and the Icelandic National Qualification Framework.

Revised and approved by RU Executive Committee 31 January 2012