
Approving authority	Vice Chancellor
Approval date	09 October 2017 (4/2017 meeting)
Advisor	Michele Britton Head, Corporate Governance m.britton@griffith.edu.au (07) 373 57190
Document URL	http://policies.griffith.edu.au/pdf/Position Statement - Dean Learning and Teaching.pdf
TRIM document	2017/0000431
Description	This position statement describes the role and responsibilities of the Dean (Learning and Teaching).

Related documents

[Appointment of Academic Managers](#)

[Performance Management of Academic Managers Policy and Procedures](#)

[Staffing Delegations: Academic Groups](#)

[Structure and Governance of Academic Groups of the University](#)

[\[Role\]](#) [\[Responsibilities\]](#)

1. ROLE

The principal roles of the Dean (Learning and Teaching) are to provide leadership in learning and teaching within the Group and to develop strategies to implement Group plans and achieve Group targets.

The Dean (Learning and Teaching) reports to the Pro Vice Chancellor of the Group and works closely with the Dean (Academic), the Dean (Research) and Heads of School/Department of the Group to integrate learning, research and staffing strategies in the Group and to develop Group operational plans.

2. RESPONSIBILITIES

2.1. Teaching

The Dean (Learning and Teaching) is responsible for:

- overseeing the development of the Group's program profile and leading program development;
- ensuring that Group learning and teaching targets are met;
- fostering excellent learning and teaching in the Group;
- maintaining effective processes for assuring the quality of learning and teaching in the Group;
- ensuring that the Group's standards for student support and pastoral care are implemented in each of the Group's Schools/Departments and improving student engagement and retention; and
- working with the First Year Experience Coordinator, to ensure that all First Year Coordinators in the Group are adequately resourced and are working effectively.

2.2. Research

The Dean (Learning and Teaching) is responsible for:

- fostering the incorporation of research based learning in activities in the Group.

2.3. Engagement

The Dean (Learning and Teaching) is responsible for:

- fostering engagement with external communities within the Group's learning and teaching; and
- developing work integrated learning opportunities within the Group.

2.4. Management

The Dean (Learning and Teaching) is responsible for:

2.4.1. General and strategic management

within their Group's learning and teaching -

- excellence,
- equity and diversity,
- a healthy and safe environment,
- implementation of University policies,
- implementation of University employment agreements,
- student and staff development,
- fair and ethical business practices,
- compliance with the law, and
- a supportive environment.

The Dean (Learning and Teaching) is, ex officio, a member of the:

- Group Board,
- Group Staff Committee,
- Budget Advisory Group, and
- Group Learning and Teaching Committee as Chair.