

THE ACADEMIC COMMITTEE

The Academic Committee is an advisory and coordinating committee for the NHH management and the Vice Rector for Academic Affairs in cases that concern strategic and education policy issues relating to the full-time bachelor's and master's degree programmes.

The Vice Rector for Academic Affairs has overall academic and administrative power of decision for the full-time bachelor's and master's degree programmes (hereinafter called the education field, the study programme(s)) and is authorised to make decisions on behalf of the Rector and the Board, provided that this is not in violation of the Act relating to Universities and University Colleges with pertaining regulations or internal delegation decisions.

The Vice Rector has power of decision in the areas on which the Academic Committee provides advice, unless the decision must be made by the institution management and/or the Board itself. The Vice Rector is responsible for communicating decisions to relevant target groups, including the members of the Academic Committee.

The Vice Rector has overall responsibility for the education field, including resource allocation and performance.

Mandate:

The Academic Committee shall:

- give advice in cases of an overarching or strategic nature, and on matters of principle, and when decisions regarding such cases are to be made in the education field
- contribute to developing NHH as an educational institution, take the initiative to and encourage development work in accordance with the Board's strategic guidelines, stipulated goals and framework as described in central governing documents (strategy plans, budgets, reports to the Ministry of Education and Research etc.)
- provide input on future initiatives in education and study programmes, including internationalisation and improvement of quality of education
- take the initiative to promote NHH's participation in national and international partnership programmes that facilitate international project collaboration, and contribute to NHH making active use of available instruments at its disposal to develop and raise the quality of study programmes
- give advice on how to improve quality in the education field
- contribute to ensuring that the study programmes are academically and educationally adapted so that they meet the current and future needs of the labour market and society at large in the best possible way
- ensure that the resources allocated to the study programmes and initiatives are utilised in the best possible way
- ensure a comprehensive and good flow of information to promote transparency and give the employees the best possible basis for understanding the advice provided and subsequent decisions made.

Composition:

Vice Rector for Academic Affairs, Linda Nøstbakken (committee chair)

Six teaching coordinators, one from each department

Three members with academic responsibility for study programmes, programme managers (BØA, MØA, MRR)

Student representatives (minimum two)

Administrative staff from the Office of Student and Academic Affairs (minimum two)

The Committee normally meets two or three times per semester, and the committee members must expect to participate in (ad hoc) working groups as needed outside ordinary meetings.

No deputy representatives will be appointed, except for the student representatives.

The term of office is normally four years for all members, except for the student representatives, who are appointed for a term of one year.

The Section for Quality Assurance performs the secretarial function for the Committee. This includes, in addition to facilitating the Committee's work, preparing reports and actively following up planned and initiated activities.

Cases must be submitted in writing to the committee secretary no later than two weeks before the date of the meeting together with sufficient documentation/information to enable the secretary to prepare the matter for consideration and draw up a presentation of the case. In particularly complex cases, cases must be submitted no later than three weeks before the scheduled meeting. Cases submitted after the deadline for the next scheduled meeting will normally be referred to a subsequent meeting. The notice of meeting and case documents will be sent to the committee members one week before the meeting.

1 September 2017