

Bachelor of Arts Advisory Board Terms of Reference

Approver:	Executive Dean, Faculty of Humanities and Social Sciences
Date approved:	17 March 2025
Date for next review:	31 January 2028

1. Purpose

The purpose of the Bachelor of Arts (BA) Advisory Board is to:

- Provide independent, external and strategic advice to the Faculty Executive Dean and BA Management Committee to assist with development of the BA, the student experience, and employability of graduates.
- Consider and respond to a range of specific issues relevant to the BA, which may include:
 - the future of relevant industries and employment within industries;
 - articulating the value of a BA education to students and industry;
 - identifying new opportunities and partnerships with industry; and
 - engaging BA students and staff in diverse, global and inclusive communities.

2. Responsibilities

The responsibilities of Advisory Board members are to:

- Offer independent advice on the BA to the Executive Dean and BA Management Committee.
- Attend at least two meetings per annum.
- On occasion, read short preparatory material prior to meetings.

3. Composition

No more than 15 external members will be invited to join the Board, with membership to reflect the diverse disciplines within the BA and a broad range of industries, including business, non-profits, community organisations, government, media industries, arts and cultural organisations, and education.

There will be four regular internal members of the Board:

- Chair: Executive Dean
- Deputy Chair: Bachelor of Arts Program Convenor
- Director, Aboriginal and Torres Strait Islander Studies Unit
- Secretary: Manager, Student Futures

Observers will attend Board meetings by invitation of the Chair.

4. Appointment Term

External members are invited by the Executive Dean to serve on the Board in a voluntary capacity for a term of three years, which may be renewable.

Internal board members serve on the Board *ex officio*.

5. Administrative Arrangements

Meetings will be held three times per year on a weekday evening.