

## **Staff-Student Consultation Committee**

A Staff-Student Consultation Committee will be set up to discuss matters concerning the programme and the students.

### ***Terms of Reference:***

- a. To encourage dialogue between staff and students.
- b. To collect students' opinions regarding various aspects of the Programme, such as courses, curriculum, credit, etc.
- c. To review and monitor the learning and teaching quality assurance mechanisms and processes within the Department.
- d. To formulate strategies in helping students to learn more effectively.

### **Membership:**

Chairperson	:	Programme Director
Members	:	Head of the Department of Translation All full-time staff teaching courses in the Programme 3-4 student representatives
Observers	:	Up to four students
Secretary	:	To be appointed by the Chairperson