

Mandate for the BØA Reference Group

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Adopted	Adopted by
20.06.24	Vice Rector for Academic Affairs



The Reference Group BØA is an advisory body for the Academic Director for BØA.

Mandate

The Reference Group shall

- provide advice on matters of an overarching, strategic, and principal nature for the programme.
- provide advice on measures that will contribute to the quality improvement of the programme.
- provide advice in connection with major changes to the programme.
- contribute to ensuring internal coherence, integration, and academic alignment at the programme level.
- support the Academic Director's responsibility to ensure the use of varied pedagogical methods in both teaching and assessment.

Composition

- Academic Director for BØA (Chair)
- One academic staff member from each department
- One external representative
- Two student representatives

Members are appointed by the Academic Director based on input from the departments.

Substitute members are not appointed, except for the student representatives.

Working Method

- The Reference Group meets regularly, at least once per semester.
- Meeting dates should, if possible, be determined at the start of the semester.
- The agenda and accompanying documents should normally be sent to members at least one week before the meeting date.
- The meeting minutes are to be sent to the administrative manager and teaching coordinators at all departments.
- Members may be assigned to working groups to carry out tasks between meetings of the reference group.
- The Section for Educational Quality serves as the secretariat for the Reference Group.