

## **LAW SCHOOL LIAISON COMMITTEE**

**Chair: Associate Dean (Undergraduate Studies) or nominee**  
**Secretary: Student Services administrator**

**Meetings held 4 – 6 weeks**

### **Membership:**

- Associate Dean (Undergraduate Studies) (ex officio) (Chair) or nominee
- Director Teaching (ex officio)
- Student Equity Officer (ex officio)
- Faculty Manager (ex officio)
- Two members of general staff with responsibilities for student matters
- President Law Students' Society (ex officio)
- Seven student members including:
  - (a) Two members of the Law Students' Society (LSS) nominated by the president of the LSS
  - (b) Four members from and elected by students enrolled in the Faculty
  - (c) One international student member nominated by the International Law Association
- Up to six students who are eligible to vote for student members of faculty board may attend meetings of the committee as observers on request.

### **Terms of reference:**

- The function of the committee is to serve as a liaison between students and the academic and general staff of the Law Faculty.
- The committee serves as a forum for the exchange of views and information between students and staff and may forward any issues arising from its discussions to the appropriate faculty committee for consideration and/or determination. For example, teaching and learning issues are likely to be forwarded to the Undergraduate Studies Committee which is the body charged with managing all matters to do with the undergraduate curriculum.

The Committee may consider:

- Student concerns arising out of educational and administrative issues in relation to the undergraduate program and the provision of student facilities.
- Staff concerns about matters relevant to the administration of teaching programmes and the establishment and maintenance of student services and facilities
- Special events run by faculty, by the LSS or by other student groups
- Student publications and activities which may have an impact on external relations of the faculty
- Miscellaneous issues which do not clearly fall within the terms of reference and for which advice may be sought
- Staff: student communication issues and strategies

The Committee will be provided with an annual report from the LSS on of the range of events and activities that have been supported by the faculty allocation.