

Terms of Reference: 'VU Extra' Committee

The 'VU Extra' Committee has been formed in order to assess the eligibility of programs to be included on the the VU Extra Transcript. The VU Extra Transcript provides evidence of involvement in approved extra-curricular programs contributing to University life, the personal and professional development of the student and attaining the VU Graduate Capabilities.

The Committee will meet from September 2017 as required.

The Committee is responsible for:

- (1) Assessing whether programs meet the criteria for inclusion on the VU Extra Transcript according to the criteria specified in the VU Extra Transcript Procedure
- (2) Guiding decisions about all aspects of the VU Extra Transcript and associated processes.
- (3) Inviting nominations from Program Sponsors across the University.
- (4) Seeking expert advice as needed from across the University.

Membership:

- Director Student Administration or nominee (Chair)
- Director Student Services, or nominee
- Student representative, nominated by Director Student Services
- Two academic staff representatives, nominated by the Dean of Students
- A representative of Victoria Polytechnic, nominated by the Dean of Students
- A representative of VU International nominated by Director Student Services.