

## Call for applications for the EUA Learning & Teaching Steering Committee

Through its [Learning & Teaching activities](#), EUA aims to engage with university communities (leadership and staff) whose professional remit covers the development and delivery of learning and teaching at the institutional level. Among other things, EUA's Learning & Teaching activities comprise:

- organising the annual European Learning & Teaching Forum to facilitate the exchange of experience in higher education among EUA members and other interested stakeholders;
- coordinating the work of a set of Thematic Peer Groups, whose specific topics are established and renewed on an annual basis;
- supporting the enhancement of institutional capacity and policy development through various externally funded projects, such as DIGI-HE (2020-2023) and LOTUS (2020-2022);
- promoting institutional engagement and peer-learning through webinars and EUA social media channels on the topic (e.g., the LinkedIn group "Learning & Teaching in European Higher Education").

EUA is currently looking for new members for the Learning & Teaching Steering Committee, which provides strategic guidance on EUA's Learning & Teaching activities. The mandate of the new members will be from March 2024 to February 2026. They will join the following Steering Committee members, who will continue their mandate: Stephanie Marshall (Vice Principal for Education, Deputy President and Principal, Queen Mary University of London, United Kingdom), Andrej Pirjevec (Executive Committee Member, European Students' Union) and Manuel João Tavares Mendes Costa (Pro-Rector for Student Affairs and Pedagogical Innovation, University of Minho, Portugal). The Steering Committee is chaired by EUA Board member Anne Lequy (former Rector, Magdeburg-Stendal University of Applied Sciences, Germany). Further information on the work of the Steering Committee can be found in its Terms of Reference (Annex).

Candidates interested in becoming a member of the Steering Committee should

- have a position of institution-wide responsibility for learning and teaching in an [EUA member university](#) at senior leadership or management level (vice-rector or similar);
- have considerable experience in oversight and implementation of learning and teaching activities at institutional level. Professional experience in a teaching capacity will be highly valued;
- be knowledgeable about national and international debates and policies in learning and teaching;
- be familiar with EUA's work on learning and teaching.

In addition, diversity of expertise as well as geographical and gender balance will be taken into account when appointing the Steering Committee members.

Candidates should send

- a short CV;
- a cover letter outlining how they meet the criteria above and explaining their reasons for applying;
- a short statement on their vision for learning and teaching in Europe;

to Helene Peterbauer (helene.peterbauer@eua.eu) by **8 January 2024**.

Applicants will be informed of the results of the call from end of January onwards. Selected candidates in particular are encouraged to attend the 2024 European Learning & Teaching Forum, hosted by Ruhr University Bochum in Germany from 8 to 9 February, to become familiar with the format of the event and to meet the current Steering Committee members.

Questions can be addressed to Helene Peterbauer (helene.peterbauer@eua.eu).

## **Annex: Learning & Teaching Steering Committee Terms of Reference**

EUA's Learning & Teaching activities address changing learning landscapes in higher education with the aim to engage with university communities (leadership and staff) whose professional remit takes in the development and delivery of learning and teaching at the institutional level, as well as engaging with relevant networks and organisations active in the field. Currently EUA's Learning & Teaching activities include:

- organising the annual European Learning & Teaching Forum to facilitate the exchange of experience on learning and teaching in higher education among EUA members and other interested stakeholders;
- coordinating the work of a set of Thematic Peer Groups;
- supporting the enhancement of institutional capacity and policy development through various, typically externally funded, projects;
- promoting institutional engagement and peer-learning through webinars, focus groups and EUA social media channels on the topic (e.g., the LinkedIn group "Learning & Teaching in European Higher Education").

## **ROLE OF THE STEERING COMMITTEE**

The tasks of the Steering Committee are to:

- provide guidance on the general direction, scope and purpose of EUA's activities in the field of learning and teaching;
- provide direction and develop content for the Thematic Peer Groups and the European Learning & Teaching Forum;
- explore new activities which respond to the evolving profile of learning and teaching in higher education.

The Learning & Teaching Steering Committee is expected to meet three times per year, in addition to participating in email consultation, if and when needed. At least one meeting per year will be held in person, whereas the other two meetings may be virtual or in person.

In concrete terms, the duties of each Steering Committee (SC) member are to:

- attend the Steering Committee meetings and actively contribute to the work and discussions of the SC;
- review submissions to the call for contributions for the Forum (if applicable);
- promote and actively participate in the Forum, e.g., by chairing a session;
- communicate via email where necessary to resolve any issues that cannot wait until the next meeting and to provide feedback on learning and teaching-related documents received from the EUA Secretariat.

Repeated neglect of these duties, and in particular of the first three listed, will result in exclusion from the Steering Committee, if this is determined appropriate action following a process of consultation involving the Chair, the EUA Secretariat and the EUA Board.

The Steering Committee is supported by members of the EUA Secretariat who are in charge of preparing meetings and briefings. Members of the Secretariat will participate in meetings as well as taking follow-up action to implement decisions taken by the SC. Specifically, the Steering Committee will be supported by a secretary provided by the EUA Secretariat, who will be the main contact person for Steering Committee members, organise all meetings and provide meetings materials, including the minutes of the preceding meeting, no later than two weeks in advance, where possible.

## COMPOSITION AND APPOINTMENT

The Learning & Teaching Steering Committee is composed of a minimum of eight and a maximum of ten members. The EUA Board appoints the Chair, who will regularly report back to the EUA Board on behalf of the Steering Committee in either written form or orally during Board meetings. Other functions of the Chair include the moderation of Steering Committee meetings and to hold the casting vote in case a vote within the Steering Committee results in a tie. The European Students' Union (ESU) is invited to appoint one student member. The remaining members are selected through a call for Steering Committee members. The selection process is overseen by a Nominations Committee composed of the Chair of the Steering Committee and the Directors of EUA's Institutional Development and Higher Education Policy units.

When selecting Steering Committee members, the Nominations Committee takes into consideration whether the candidates:

- have a position of institution-wide responsibility for learning and teaching in an EUA member university at senior leadership or management level (vice-rector or similar) at the time of appointment and beginning of the mandate;
- have considerable experience in oversight and implementation of learning and teaching activities at institutional level. Professional experience in a teaching capacity will be highly valued;
- are knowledgeable about national and international debates and policies in learning and teaching;
- and are familiar with EUA's learning and teaching work.

In addition, diversity of expertise, institutional profile as well geographical and gender balance will be considered when appointing Steering Committee members.

## MANDATE

The Steering Committee is a standing expert group, whose members will be appointed for a period of two years, renewable once. The aim is to ensure that there will be a rotation of Steering Committee

members with half of them changing every two years, and to provide regularly recurring opportunities to review the group and determine where (and if) the group continues to add value.

All members of the Steering Committee are expected to work on a voluntary basis with no compensation foreseen except reimbursement of travel and subsistence expenses for physical meetings and the Forum as well as a full fee-waiver for the Forum.