

Regulations for the Academic Affairs Committee at the Faculty of Law, UiT

**The Regulations for the Academic Affairs Committee were approved by the board of the Faculty of Law at the University of Tromsø on 25.06.2007 (case JF 47-07) on the basis of "Instruks for ledere og styrer ved Universitetet i Tromsø" of 19.05.2005 (case S 28-05), amended 27.5.2009 (case IS 4-09), 07.12.2018 (case FS 44/18) and 14.2.2020 (case FS 9/20). Last amended by the board of the Faculty of Law on 8.6.2020 (case FS 38/20) on the basis of "Instruks for fakultetsstyrer" of 28.11.2008.**

## **1. Composition**

The Academic Affairs Committee (SU) shall have the following composition:

- Three of the members shall hold a position as academic staff at the Faculty. One of these members shall be the Vice Dean of Education, whom is also the leader of the Committee. The two other members are appointed among the academic leaders for each study year of the five-year master's program in Law, the leader of the LL.M-program in Law of the Sea and the leader of the Joint Nordic Master's Programme in Environmental Law (NOMPEL programme). The Academic Affairs Committee may choose a deputy leader among these members.
- Two students, where one preferably should be on the fourth or fifth study year of the five-year master's program in Law.

The board of the Faculty of Law appoint the members of the Academic Affairs Committee for two years at a time. The student members are appointed for one year at a time.

## **2. Responsibility and competence**

### **2.1 General**

The Academic Affairs Committee is the programme board for the five-year master's program in Law, the LL.M programme in Law of The Sea and for the parts of the NOMPEL programme that the Faculty is responsible. The Academic Affairs Committee shall advice, report and function as coordinator of the five-year master's programme in Law, the LL.M Program in Law of the Sea and for the parts of the NOMPEL programme that the Faculty is responsible.

The Academic Affairs Committee shall:

- take care of the entirety of the study programme and make sure that it represents both academic width and academic specialization

- provide the board of the Faculty of Law with proposals to changes to the programme descriptions, regulations etc. where the Faculty board has the competence to decide on the matter
- make sure that both the social and the academic interests of the students are being safeguarded, and seek to achieve a best possible learning environment
- undertake pedagogic development through the hosting of pedagogic forums and by the use of other activities

The Academic Affairs Committee prepares an annual report for the study programmes based on the results of the individual development plan for the respective study programme, in accordance with the guidelines laid down in the quality assurance system for UiT. The reporting addresses the status of and the extent to which the development plans have been realised. ~~prepare a yearly report on the study programmes, and forward these to the Faculty to be included in the report of the activities at the Faculty. The Academic Affairs Committee report shall include suggestions for the improvements of quality of study for the next academic year, in accordance with the Quality Assurance System of the education activities at UiT.~~ Should the study board notice signs of inadequate safeguarding of the students or reduced quality on the study programmes, it must notify the Faculty board.

2.2 The Academic Affairs Committee has competence to make decisions about the following matters:

- description of courses and program units, excluding changes to the requirements for exams and obligatory activities where competence lies with the Faculty board
- curriculum
- appointment of examination boards
- the quality of the study programs and learning environment
- mandatory practice, for example applications for where to attend the practice, alternative periods for the practice, approval of professional practice as equivalent for mandatory practice
- questions regarding exams, for example cases raising fundamental issues regarding exemption from exams, applications for dispensation from the requirements for exam enrolment, including the "three times rule"
- recognition of education from other educational institutions
- where decision competence has been delegated from the Faculty board
- where such follows from regulations and guidelines

2.3 The Academic Affairs Committee may issue a statement of its view, about the following matters:

- changes in the regulations (including examination requirements and admission to the programmes)

- questions regarding admission to the study programmes
- questions regarding teaching and exams where the competence to decide the matter is not held by the Academic Affairs Committee
- other issues that are submitted to the Academic Affairs Committee

### **3. Meeting arrangements**

The Academic Affairs Committee decide and issue statements in its meetings. The leader of the Committee, or the deputy leader in the leader's absence, may decide and issue statements on behalf of the Academic Affairs Committee in less important cases that do not raise fundamental issues. Such decisions or statements can also be made in cases that cannot wait until the next Academic Affairs Committee meeting without causing significant disadvantage to the Faculty. In relations to the latter situation, the decisions or statements shall as far as possible be discussed with at least one of the student representatives before the decision is made or the statement is given.

The Rules of Procedure at the UiT apply.