



# British University Vietnam

## Terms of Reference

### University External Advisory Committee

## Overview

The British University's External Advisory Committee (EAC) is made up of regional, national, and international leaders in a range of fields and activities. The overall purpose of this committee will be to provide advice and direction on the University's Education and Research agenda along with facilitating and developing the University's engagement with the broader business and social communities. The EAC will primarily act as an advisory board to provide collegial advice and hands-on assistance to help the University achieve its objectives and fulfill its mission.

## Purpose of the External Advisory Committee

The EAC will:

- Provide advice and guidance on the shape of the University's Education and Research agenda, and its fit for the future of life and work;
- Advise on and facilitate the University's engagement with the broader business and social community (locally and internationally) and the strategies and actions the University should undertake in this regard to best develop deep and mutually beneficial relationships;
- Contribute to the University's international strategy as it seeks to materially increase the level of international student enrolment and enhance the University's global experience for its students;
- Enhance the University's brand, reputation and position in the marketplace in accordance with its strategic plan, and consistent with the University's mission;
- Identify and, in some circumstances, facilitate discussion with potential education and research partners; and
- Provide, promote and actively support internship/student project opportunities.

The EAC will have three (3) key foci:

- Education - advising on current and future higher education needs and providing comment and advice on unit and programme development including professional education courses;
- Partnerships/Engagement - identifying opportunities for the University to establish beneficial partnerships, identify potential donor organisations and individuals, facilitate contacts and networks and assist in sourcing student internships and projects; and
- Research – identifying and facilitating contact with organisations with the purpose of the University undertaking funded research with these organisations.

## Membership and Meetings

Membership on the EAC will be for a period of two (2) years. The EAC will meet at least once per year, and more regularly as required when reviewing curriculum changes. The meetings may be held as face-to-face meetings or via electronic means, determined by the agenda requirements at the time.

Meetings will not be conducted without at least half of the external members being present. Decision-making is by consensus rather than majority. Unconfirmed minutes will be circulated to committee members as soon as possible after each meeting, to be confirmed by the Chair at the subsequent meeting.

## **British University Vietnam's current Advisory Members:**

### **Internal Members:**

- Professor Ray Gordon, Vice Chancellor and President BUV – Chair
- Chris Jeffrey, Chief Academic Officer BUV – Deputy Chair
- Thuy Nguyen, Chief Operations Officer BUV
- Joao Manuel Ferrao Fialho, Head of Senate BUV

### **External Members:**

- British Ambassador Vietnam
- Professor Michael Driscoll Vice Chancellor, Taylors University Malaysia
- Karl Engkvist, President Taylors Education Group Singapore
- Trang Vu Dieu, CEO Apollo Education Vietnam