**Not-for-Academic Credit Microcredentials Committee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **TERMS OF REFERENCE**

Ontario Tech University is committed to creating, recognizing, integrating, and using high quality not-for-academic credit digital badges, microcredentials, and stackable credentials to support learning by all members of the Ontario Tech University community.

The Not-for-Academic Credit Microcredentials Committee (“NACMC”) is a forum for collaborative discussions regarding the quality, implementation, and use of these digital products bearing the Ontario Tech University name.

The NACMC is an advisory body that provides input and feedback, advice and written recommendations on topics such as:

* The development of new badges, microcredentials, and stackable credentials ensuring adherence to the Not-for-Academic Credit Digital Badges, Microcredentials, and Stackable Credentials Policy and Procedures;[[1]](#footnote-1)
* Quality assurance as it pertains to the development, planning, implementation and evaluation of non-for-academic credit microcredential offerings;
* Define a consultation process to include multiple academic and administrative units when discussing cross-institutional initiatives;
* Ensure currency with existing or forthcoming legislation regarding non-academic microcredentials;
* Ensure engagement with industry and/or community partners where appropriate; and,
* Promote offerings to members of the university and broader communities, including students, staff, faculty, alumni and external partners.

1. **ACCOUNTABILITY**

The NACMC is accountable to the Provost and Vice-President, Academic and the Senior Academic Team.

1. **MEETINGS**

The NACMC will meet in non-public sessions as needed. Notwithstanding the foregoing, the NACMC may hold public meetings for the purposes of consultation.

1. **MEMBERSHIP**

The NACMC will be composed of:

* Provost (or designate) (Chair)
* AVP, Planning and Analysis
* Registrar
* Dean, School of Graduate and Post-Doctoral Studies
* One (1) Faculty Dean appointed by the Provost
* Manager, Quality Enhancement, Centre for Institutional Quality Enhancement
* Manager, Teaching and Learning Centre (or designate)
* Strategic Project Manager

1. **QUORUM**

Quorum is achieved when the majority of members (or their delegates) are present. The Committee shall seek to operate by consensus.

1. **REPORTING**

Meeting notes will be recorded at every meeting. A copy of the meeting notes and recommendations (if any) will be provided to the Provost and Vice-President, Academic, the Senior Academic Team, and committee members following each meeting.

1. **ADMINISTRATIVE SUPPORT**

Administrative support to the NACMC, if needed, will be provided by the Provost and Vice President, Academic.

1. These policy and procedures documents are currently being developed. [↑](#footnote-ref-1)