Teaching and Learning Spaces Policy

Section 1 - Background and Purpose

(1) The purpose of this Policy and Procedure is to provide the academic and pedagogical framework to guide the development and management of teaching and learning space in the University.

Section 2 - Scope

(2) Applies to:

a. all campuses
b. all courses
c. all students
d. all staff

Section 3 - Policy Statement

(3) All teaching and learning spaces in the University must be designed to support flexibility of use. They should have floor plans that optimise eye contact, a floor-based power supply when possible, and technology that is easy to use.

(4) There must be academic input into the design of all University spaces whose function is either primarily or secondarily to accommodate teaching and learning activities.

(5) The University will have at all campuses a range of teaching and learning spaces, to suit a variety of teaching and learning approaches as appropriate to that campus.

(6) The University will take all reasonable steps to 'future proof' teaching and learning space by having a minimum of locked-in structures. Rooms for teaching and learning should:

a. cover a high-to-low range of technology usage;
b. be flexible to facilitate a range of uses;
c. have uniform, cost-effective technology that can be easily upgraded when necessary.

(7) Teaching and learning spaces must be:

a. comfortably furnished and well lit
b. designed to minimise the University's ecological footprint
c. readily accessible by all students
d. available at a wide range of times
e. timetabled consistently with pedagogical requirements.

Section 4 - Procedure

Role of Curriculum, Teaching and Learning Committee

(8) The CTLC will receive reports and recommendations from the Learning Spaces and Technologies Committee on matters related to the creation or refurbishment of teaching and learning spaces.

Types of Learning to be Accommodated

(9) Space will be designed to accommodate teaching and learning approaches that include, but are not limited to, didactic (lecturing), collaborative, individual, social, virtual, informal, indoor and outdoor learning.

Video-Conferencing Facilities

(10) All campuses will be equipped with video-conferencing facilities of various sizes, appropriate to the needs of the local teaching and learning community.

Section 5 - Definitions

(11) Nil.

Section 6 - Stakeholders

Responsibility for implementation – Pro Vice-Chancellor (Curriculum and Academic Planning)

Responsibility for monitoring implementation and compliance – Pro Vice-Chancellor (Curriculum and Academic Planning)
Executive Director, Infrastructure and Operations.

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Status and Details

Status	Historic
Effective Date	6th December 2016
Review Date	1st April 2017
Approval Authority	Academic Board
Approval Date	2nd December 2016
Expiry Date	21st March 2017
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