

CHARTER FOR TEACHING AND LEARNING

NUI Maynooth

Purpose

1. This Charter for Teaching and Learning has been framed to support, cultivate and enhance the teaching and learning environment within NUI Maynooth for the benefit of staff and students alike consistent with the resources available to the University.
2. The Charter seeks to promote the development of learning and teaching objectives by building on the University's existing strengths and successes in widening participation, student retention and progression and advanced academic achievement.

The Teaching and Learning Contract

3. Central to the creation of an effective learning environment lies the mutual recognition by both teaching staff and students of their complementary contributions to the learning process and of the resulting rights, responsibilities and obligations that attach to these contributions. These rights, responsibilities and obligations are set out in the form of an undertaking to which teaching staff and students commit themselves and which they renew on a regular basis.

Process and Procedure

4. If a member of the University feels that this Charter has been breached, complaints may be addressed to the relevant office:

Undergraduate students and members of staff with concerns should contact the Registrar (registrar@nuim.ie).

Graduate students with concerns should contact the Dean of Graduate Studies (postgrad.dean@nuim.ie).

Charter

As members of the University, students have the right to expect the best possible education and to be treated with respect and courtesy at all times. Commensurate with this right is the responsibility of students to participate adequately in the teaching and learning experience.

<i>The University will undertake to:</i>	<i>Students will undertake to:</i>
<ul style="list-style-type: none"> • treat students with respect and dignity; • provide equality of treatment for all regardless of age, class, social background, religion, ethnic origin, nationality, gender, marital status or sexual orientation; • apply the same academic criteria to people with disabilities as to all other applicants and students, and to equalise their opportunities by providing special support, as far as is reasonable; • provide the best possible physical learning environment in all its dimensions consistent with the resources available to the University (e.g., physical spaces, learning facilities, accommodation, social and recreational infrastructure, etc.); • provide clear, precise and timely information on courses and degree programmes; • provide the best possible teaching consistent with the resources available to the University; • ensure its assessment procedures, including continuous assessment arrangements and the examination appeals system, are communicated to all students; • ensure that appropriate systems of student evaluation of courses are established and incorporated into its existing evaluation system (External Examiners System, Quality Reviews and Staff/Student Departmental Committees) in all academic departments and centres together with suitable systems for the provision of adequate and timely feedback; • provide the best possible range of personal support services in the following areas: access support, mature student support, international student support, careers, health, counselling, accommodation, catering, child care, recreational facilities. 	<ul style="list-style-type: none"> • treat staff and fellow students with respect and dignity; • help to create and maintain an atmosphere conducive to learning and an environment which encourages equality of treatment; • use the facilities and resources of the University with respect and consideration for all other users; • attend all lectures, seminars, tutorials, laboratory classes and other teaching sessions as required; • regularly check relevant notice boards, websites etc. and seek clarification of anything that is not understood; • complete promptly the academic work requested or supply written evidence outlining reasons for non-compliance; • participate fully and constructively in all opportunities provided (including the Staff/Student Departmental committees) for giving views and feedback on courses etc.; • familiarise themselves with the rules and regulations of the University in respect of acceptable use of systems, intellectual property, plagiarism and the use of copyright materials.