

Academic Quality Assurance Rule

Section 1 - Overview

(1) This Rule provides the framework for a key set of activities to support management of academic quality at the University of New England. It ensures a whole-of-institution approach to managing the standard of courses and the quality of student learning opportunities through systematic monitoring and continuous improvement activities.

(2) The framework confirms the University's commitment to quality and describes the approach to providing a quality education experience that leads to successful student outcomes. It allows the University to formulate strategies for continuous improvement and quality assurance of its academic activities, within the context of its statutory obligations under the [Tertiary Education Quality and Standards Agency Act 2011](#), the [Education Services for Overseas Students Act 2000](#) and regulatory instruments associated with these Acts, the [Australian Qualifications Framework](#) (AQF), the [University of New England Act 1993 \(NSW\)](#), and the [University's strategic priorities](#).

Section 2 - Scope

(3) This Rule applies to all UNE teaching and learning activities, inclusive of associated teaching partnerships that contribute to the student academic experience.

(4) A Course encompasses a syllabus, a curriculum, a training package, units of study, or structured working learning, the successful completion of which leads to the conferral of an award on the student by the University (including but not limited to a regulated qualification under the [Australian Qualifications Framework](#)).

(5) The Deputy Vice-Chancellor has overarching responsibility for the quality assurance and regulatory requirements relating to the courses identified in clause (4) above.

Section 3 - Rule

(6) Quality Management is based on a commitment to continuous improvement enacted through the four stage quality cycle of Plan, Act, Evaluate, and Improve to drive the process for self-review, reflection and improvement.

(7) As a self-accrediting higher education institution, UNE is responsible for ensuring an outstanding student experience, and manages this through its quality framework.

Quality Framework

(8) The quality framework ensures UNE courses and student support services align with [UNE's Strategic Plan](#), and meet statutory quality standards and professional accreditation requirements, where applicable. The framework ensures Courses and student services are implemented in a consistent manner and undergo continuous improvement.

(9) Evaluation of the University's undergraduate and postgraduate units and courses occurs through the key quality activities of unit and course monitoring, unit review, and course review.

(10) Evaluation of the University's faculties and Schools occurs through the quality activity of faculty review.

(11) Benchmarking allows UNE to compare practices, processes and performance outcomes across Schools and faculties as well as the sector, identifying areas of institutional best practice and opportunities for improvement to ensure high quality academic experiences and outcomes.

Authority and Compliance

(12) The Vice-Chancellor and Chief Executive Officer, pursuant to Section 29 of the [University of New England Act](#) , makes this University Rule.

(13) UNE Representatives must observe it in relation to University matters.

(14) The Rule Administrator, the Deputy Vice-Chancellor, is authorised to make procedures and guidelines for the operation of this Rule. The procedures and guidelines must be compatible with the provisions of this Rule.

(15) This Rule operates as and from the Effective Date.

(16) Previous policy on academic quality assurance and any related documents are replaced and have no further operation from the Effective Date of this new Rule.

(17) Notwithstanding the other provisions of this Rule, the Vice-Chancellor and Chief Executive Officer may approve an exception to this Rule where the Vice-Chancellor and Chief Executive Officer determines the application of this Rule would otherwise lead to an unfair, unreasonable or absurd outcome. Approvals by the Vice-Chancellor and Chief Executive Officer under this clause must be documented in writing and must state the reason for the exception.

Status and Details

Status	Historic
Effective Date	29th June 2018
Review Date	29th June 2021
Approval Authority	Vice-Chancellor and Chief Executive Officer
Approval Date	29th June 2018
Expiry Date	19th January 2022
Unit Head	Simon Evans Deputy Vice-Chancellor dvc@une.edu.au
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Glossary Terms and Definitions

"UNE Representative" - Means a University employee (casual, fixed term and permanent), contractor, agent, appointee, UNE Council member, adjunct, visiting academic and any other person engaged by the University to undertake some activity for or on behalf of the University. It includes corporations and other bodies falling into one or more of these categories.

"Postgraduate" - Relates to a course or a student in that course leading to the award of Graduate Certificate, Graduate Diploma, Master or Doctor.

"Course Review" - Is the in-depth evaluation of an academic program, including the course structure and alignment of learning objectives to learning outcomes, in the context of the University's strategic priorities, the currency of the curriculum, changes to the discipline, quality of teaching and learning including assessment, student perceptions and feedback, and feedback from relevant professional, accrediting and employer groups.

"Course" - Course means a syllabus, a curriculum, a training package, units of study, or structured workplace learning, the successful completion of which leads to the conferral of an award on the student by the University (including but not limited to a regulated qualification under the Australian Qualifications Framework).

"Quality Assurance" - Is the ongoing, internal process of assessing a university's outcomes against its aims.

"Quality Management" - Is a system that integrates effective strategic planning with quality assurance and quality improvement activities to monitor a university's performance against its plans.

"Unit and Course Monitoring" - Is the annual consideration of quantitative data and qualitative information for the purpose of improving the quality and efficiency of the University's units and courses. Data includes the student profile, demand, student feedback, assessment outcomes, resources, graduate outcomes, evaluations by students and graduates, and peer reviews. Monitoring also provides the opportunity to address the strengths and weaknesses of a course or unit through annual enhancement plans.

"Unit" - Is a part of a course with a code, title and credit point value for which a result is recorded on a student's academic record.

"Standard" - Is an agreed specification or other criterion used as a rule, guidelines or definition of a level of performance or achievement.

"Unit Review" - Is the in-depth evaluation of a unit, including currency of content and learning outcomes, relevance for the courses that it relates to, quality of teaching and learning including assessment, student perceptions and feedback, EFTSL load, assessment practices and alignment of assessment to learning outcomes.

"Benchmark" - Means to evaluate processes, practices and outcomes by comparison with sector and discipline norms. (Assessment Rule)

"School" - Is an organisational unit comprising academic staff in related fields of study who are responsible for teaching and research in those academic fields together with support staff. Each School also has lead management for the design and delivery of the courses within its responsibility.

"Undergraduate" - Relates to a course or a student enrolled in that course leading to an award of Diploma, Advanced Diploma, Associate Degree or a Bachelor.

"Effective Date" - means the Rule/Policy takes effect on the day on which it is published, or such later day as may be specified in the policy document.