

External Referencing and Benchmarking

Version	2024.2
Work unit	Director, Business Intelligence and Quality
Executive approval	PVCAQ
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Area	Activity	HESF	Policy	Process	Responsibility	Source	Primary Committee	Frequency*
Standard Admissions Requirements	Academic and English Language requirements	5.3.7	Academic Quality, Standards and Integrity Policy (cl.39.d); ToR - Admissions Committee (cl.1.c, g)	Governance approval process; Policy review	Pro-Vice-Chancellor (Academic Quality)	Online publicly accessible data	Admissions	on approval and 3-year
	Admissions Requirements - ATAR	5.3.7	Academic Quality, Standards and Integrity Policy (cl.39.d); ToR - Admissions Committee (cl.1.g)	Annual report	Pro-Vice-Chancellor (Academic Quality)	Tertiary Admissions Centre	Admissions	Annual
	Admissions Equivalence Schedules	5.3.7	Academic Quality, Standards and Integrity Policy (cl.39.d); ToR - Admissions Committee (cl.1.g)	Annual report	Pro-Vice-Chancellor (Academic Quality)	Tertiary Admissions Centre	Admissions	Annual
Non-Standard Admissions Requirements	Academic Admissions requirements and English Language requirements	5.3.7	Academic Quality, Standards and Integrity Policy (cl.39.d; 17); ToR - Admissions Committee (cl.1.b)	Governance approval process; Comprehensive Course Review	Course Coordinator or Faculty nominee	Online publicly accessible data	Admissions	on approval and 5-year
Course Design	Course Learning Outcomes, Course Scope, and Volume of Learning (Vol)	1.4.1; 5.3.7	Academic Quality, Standards and Integrity Policy (cl.39.a; 6.a; 17); Curriculum Policy (cl.36)	Governance approval process; Comprehensive Course Review	Course Coordinator or Faculty nominee	Online publicly accessible data for other education providers, AQF, as well as discipline thresholds standards and/or professional accreditation requirements where relevant	Accreditation	on approval and 5-year
Standards	Assessment and graded work	5.3.4.b; 5.3.7; 1.4.3; 1.4.4	Academic Quality, Standards and Integrity Policy (cl.34.a; 39.c); Assessment, Teaching and Learning Procedures (cl.63, 10.a and b; 15.b)	Assessment review schedule	Associate Dean (Education)	External partner Required <i>or</i> through professional accreditation process	Faculty Board; Teaching and Assessment Committee	2-year

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Student outcomes	University overall, faculty, residency, locations of study, mode vs. Table A and RUN Group - Success, Completion Rates, Attrition/Retention, Course Satisfaction, Graduate Outcomes	5.3.4.a; 5.3.7	Academic Quality, Standards and Integrity Policy (cl.11-13,	Student Outcomes Report	Pro-Vice-Chancellor (Academic Quality)	Department of Education data and Quality (RUN Benchmarking Dashboard; Course Metrics Dashboard; Annual Reports)	Academic Standards and Quality	Annual
	Course overall, faculty, residency, locations of study, mode overall vs. RUN Group or relevant benchmark - Course Success, Completion Rates, Retention, Course Satisfaction, Graduate Outcomes	5.3.4.a; 5.3.7	Academic Quality, Standards and Integrity Policy (cl.16.ii and v.)	Annual Course Report	Course Coordinator	Department of Education data provided through Office of Business Intelligence and Quality (RUN Benchmarking Dashboard; Course Metrics Dashboard)	Academic Standards and Quality	Annual
	Review and evaluate results of external benchmarking and referencing activities	5.3.4.a and b; 5.3.7	Academic Quality, Standards and Integrity Policy (cl.16; 17.b)	Annual Course Report Comprehensive Course Review	Course Coordinator or Faculty nominee	Collation of activities conducted within the annual or 5-yearly review cycle	Academic Standards and Quality	Annual and 5-year
	Independent peer review for course quality	5.3.1; 5.3.7; 5.3.4; 1.4.3; 1.4.4	Course Review Procedures (cl.10.a; 17)	Comprehensive Course Review	Pro-Vice-Chancellor (Academic Quality)	Independent Academic review panel member	Accreditation Committee	5-year
Academic integrity	Integrity risk reporting for courses and units	5.3.7	Terms of Reference - Academic Integrity Committee (cl.1.d)	Annual Report	Academic Integrity Officer	External Partner Required	Academic Integrity Committee	Annual
Professional Accreditation	Professionally accredited courses undergo some level of peer review (at times this includes admissions, course design, delivery, or outcomes).	5.3.7	Academic Quality, Standards and Integrity Policy (cl.7.a; 17.a; 18)	Professional accreditation process	Course Coordinator	Professional accreditation body	Faculty Board	As per the professional accreditation cycle

*ad-hoc review conducted as required based on assessment of risks to academic quality