

Course Reports - Response and Implementation Procedures

Section 1 - Preamble

(1) This Procedure replaces Appendix 2.20(i) of the Academic Policy (December 2010).

Section 2 - Definitions

(2) For the purpose of this Procedure, refer to the [Academic Board's Definitions Policy](#).

Section 3 - Procedures

Part A - Prior to the Conduct of the Review

(3) The Vice Chancellor shall distribute a summary of the School Review Report focussing on curriculum and course content, and the School and VC's response to Accreditation Committee.

(4) The School shall develop a five year Implementation Plan for all aspects of the School Review including course and curriculum (Organisational Reviews Policy, Part D - Organisational Reviews Process: Schools and Colleges) and provide the relevant sections to both Accreditation Committee and Academic Standards Quality Committee.

(5) Accreditation Committee and Academic Standards Quality Committee shall each discuss the relevant reports and responses to course and curriculum matters and forward their respective comments and recommendations to Academic Board. These shall be limited to matters of course and curriculum quality and resource matters where they affect the quality of the offerings of the School.

(6) One year after receipt of the relevant sections of the Review Implementation Report by the Academic Board the Head of the School in consultation with the Chair of School Board shall provide an update on the Review Implementation Report to Academic Board. This report will contain the following details:

- a. recommendations of the Review Report;
- b. action and progress;
- c. timeline for completion; and
- d. any comments.

(7) If any of the recommendations have not been implemented, justification and recommendations on how to proceed must be included.

Status and Details

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Effective Date	17th September 2013
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Approval Date	17th September 2013
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Head of Work Unit	Andrew Rose Chair, Academic Board +61 2 66203189
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