Academic Programs and Courses Quality Policy

University of Southern Queensland

1 Purpose

To describe the University's standards that underpin the development, accreditation and quality assurance of Academic Programs and Courses.

2 Scope

This policy applies to all programs offered by the University.

3 Policy Statement

The University is committed to offering a quality institutional Academic Program Portfolio including pathway offerings in line with the University's commitment to access and equity.

This Policy aligns with the:

- *Australian Qualifications Framework (AQF)*
- *Education Services for Overseas Students Act 2000*
- *Higher Education Standards Framework (Threshold Standards) 2021:* Standard 3.1 Program (Course) Design, Standard 3.2 Staffing, Standard 3.3 Learning Resources and Educational Support, Standard 5.1 Course Approval and Accreditation, Standard 5.2 Academic and Research Integrity, Standard 5.3 Monitoring, Review and Improvement, Standard 5.4 Delivery with Other Parties, Standard 6.3 Academic Governance and Standard 7.2 Information for Prospective and Current Students
- *National Code of Practice for Providers of Education and Training to Overseas Students 2018*
- *Tertiary Education Quality and Standards Agency Act 2011*

4 Principles

The University is dedicated to continually enhancing the quality and reputation of its Academic Programs by ensuring that its programs:

- are aligned with the University's strategic directions;

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- satisfy the University's prevailing requirements for the relevant type of program, and the requirements of any applicable external regulator and professional accreditation body; and
- have a specified structure demonstrably effective in enabling the achievement of the program's stated Learning Outcomes including any applicable Graduate Attributes.

And that its programs and Courses:

- uphold the academic standards of the University;
- encompass the principles of best practice in curriculum design and utilise learning technologies and teaching approaches to provide for the broadest range of delivery modes; and
- when offered, meet threshold quality indicators to be adequately resourced.

The University considers robust program and Course review and analysis essential to the provision of quality Academic Programs.

All Academic Programs made available for Student Enrolment at the University must be accredited by the University before establishment, in accordance with the Program Development and Professional Accreditation Procedure.

The University will undertake a systematic and tiered process of review to ensure that the quality and standards of its programs and Courses are maintained and enhanced over time.

Figure 1 – Program Lifecycle

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Timeline Program Review Lifecycle	Activity	Applicable Procedure
Throughout program lifecycle	Course-level evaluation at the end of each Course offer, underpinned by academic quality assurance indicators and contextual data included in dashboards and other reports	Program Quality Assurance and Review Procedure
Year 1 **Annual Courses in Context Report**	Annual program quality assurance for all programs, based on the University's program and course performance data	Program Quality Assurance and Review Procedure
Year 2 **Annual Courses in Context Report**	Annual program quality assurance for all programs based on the University's program and course performance data	Program Quality Assurance and Review Procedure

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Year 3 **Phase 1 – Comprehensive Program Review**	Internal data and industry advisory boards inform Phase 1 of the Comprehensive Review which may trigger program changes, suspension or discontinuation	Program Quality Assurance and Review Procedure Program Change, Suspension and Discontinuation Procedure, where applicable
Year 4 **Annual Courses in Context Report**	Annual program quality assurance For all programs based on the University's program and course performance data	Program Quality Assurance and Review Procedure
Year 5, or no later than Year 6 **Phase 2 - Comprehensive Program Review**	Phase 1 evidence together with additional internal\external data inform Phase 2 of the Comprehensive Program Review which may trigger program changes, suspension or discontinuation.	Program Quality Assurance and Review Procedure Program Change, Suspension and Discontinuation Procedure, where applicable

If any change is made to an Academic Program, the University must ensure all Students enrolled in that program are informed of the change, and if relevant, any applicable transitional arrangements are informed by course mapping.

If an Academic Program is to be discontinued, any Students within that program must be supported to either complete the program within the designated 'teach-out' period or transitioned to another program of a similar nature.

Award nomenclature will be standardised wherever possible.

5 References

Nil.

6 Schedules

This policy must be read in conjunction with its subordinate schedules as provided in the table below.

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7 Policy Information

Accountable Officer	Deputy Vice-Chancellor (Students and Education)
Responsible Officer	Dean (Curriculum and Quality)
Policy Type	Academic Quality Policy
Policy Suite	Course Management Procedure Course Quality Assurance and Review Procedure Course Specifications Requirements Schedule Higher Degree by Research Program Design Procedure Program Change, Suspension and Discontinuation Procedure Program Development and Professional Accreditation Procedure Program Quality Assurance and Review Procedure
Subordinate Schedules	
Approved Date	
Effective Date	
Review Date	
Relevant Legislation	*Education Services for Overseas Students Act 2000* *Higher Education Standards Framework (Threshold Standards) 2021* *National Code of Practice for Providers of Education and Training to Overseas Students 2018* *Tertiary Education Quality and Standards Agency Act 2011 (TEQSA)*
Policy Exceptions	Policy Exceptions Register
Related Policies	Admissions, Enrolment and Graduations Policy Curriculum Design Policy
Related Procedures	Admissions Procedure

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	Coursework Curriculum Design and Structure Procedure English Language Proficiency Requirements Procedure
Related forms, publications and websites	Australian Qualifications Framework Coursework Curriculum Design and Structure Schedule
Definitions	**Terms defined in the Definitions Dictionary**
	Academic Program Academic Program Portfolio **Award (Amended)** The qualification conferred upon a Student following the successful completion of an Academic Program. The categories of Award are listed in the Program Development and Professional Accreditation Procedure. Course Enrolment Graduate Attributes Learning Outcomes Pathway Program Student University
	Definitions that relate to this policy only
Keywords	Accreditation, re-accreditation, professional accreditation, inherent requirements, graduate attributes, program learning outcomes, curriculum design, academic quality assurance, program review, program portfolio
Record No	13/614PL

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