

UNIVERSITY QUALITY & STANDARDS COMMITTEE

2017 Terms of Reference

The University Quality and Standards Committee (UQSC) operates under a dual reporting line to both Academic Senate and the Senior Management Team (SMT). For matters associated with academic quality, UQSC will report to Academic Senate in the first instance. For matters associated with human, financial and infrastructure resourcing, UQSC will report to SMT.

The University Quality and Standards Committee has overarching responsibility for:

- The University's quality system;
- Related monitoring and reporting at an institutional level;
- Evaluation of institutional monitoring, review and improvement.

In order to achieve these objectives, University Quality and Standards Committee has responsibility for undertaking the following:

The University's quality system

- Oversight of the full quality system, including compliance with the Higher Education Standards;
- Consideration of matters of national and international relevance with respect to quality assurance frameworks and regulation;
- Development of policies, procedures and guidelines related to quality and standards;
- The application of policy and procedures in relation to academic integrity and the mitigation of risks to academic integrity;
- Oversight of the design and collection of a key quality related information set to underpin reporting on regular and ad-hoc bases to Academic Senate and SMT as well as support the processes of Review.

Monitoring, review and reporting at an institutional level

- Oversight of an annual schedule of reviews of major organisational units and functional areas, for the purposes of strategy, management, performance and financial sustainability (on behalf of and in close liaison with the Senior Management Team);
- Receipt and consideration of reports from University Learning and Teaching Committee regarding issues related to retention and success;
- Oversight of the quality system, including Comprehensive Course Reviews, both cyclical and commissioned;
- Oversight of the program of professional accreditation;
- Reviewing and monitoring quality and standards institutionally and reporting to Academic Senate to inform policies and improvements.

Evaluation of institutional monitoring, review and improvement

- Consideration of the schedule and nature of academic benchmarking activity;
- Monitoring the implementation of the findings from all types of review and benchmarking;
- Conducting evaluations of the effectiveness of institutional monitoring, review and improvement of academic activities and the quality and effectiveness of educational innovations.

University Quality and Standards Committee objectives will also be supported by the work of taskforces and working groups which will be established, as required, to target specific issues within set timeframes.

UQSC Membership

Chair

Deputy Vice-Chancellor (Students and Education)

Ex-officio

Provost or senior nominee (not already a member)

Deputy Vice-Chancellor (Research) or senior nominee (not already a member)

Deputy Vice-Chancellor (Global) or senior nominee (not already a member)

Pro Vice-Chancellor (Researcher Development)

Director, Academic Quality and TILT

Pro Vice-Chancellor (Schools Engagement)

Chief Operating Officer or nominee

Chair, Academic Senate and member of University Council (Deputy Chair)

President TUU or nominee

Executive Director, Strategy, Planning and Performance

Appointed members: 2 year terms

One Dean/College Pro Vice-Chancellor

One Dean/College Pro Vice-Chancellor or Head of Institute

One Chair of a Faculty/College Board (from a Faculty/College not represented by either of the two nominated above positions)

One Course-Coordinator

Elected members: 2 year terms:

One member of Academic Senate

Secretariat:

Provided by Governance and Executive Services

Observers:

Executive Director, Student Experience (or nominee)

Executive Director, Student Operations (or nominee)

Director, Audit & Risk

Manager, Academic Quality