

Curriculum Quality Committees

Approved at meeting of Academic Senate 26 October 2012, with minor amendments approved 31 January 2013.

Role

The Curriculum Quality Committees assist Senate's Academic Planning and Courses Approvals Committee (APCAC) by giving detailed consideration and advice to APCAC about course, unit set, new unit, and articulation proposals from the Schools, Badanami, UWSCollege and other academic units.

Terms of Reference

Support Senate's Academic Planning and Courses Approvals Committee (APCAC) by undertaking the following tasks:

- Advise APCAC regarding proposals from the Schools, Badanami and UWSCollege for new and amended undergraduate and postgraduate courses and unit sets (e.g. majors and sub-majors), new units, and proposals for new and amended articulation arrangements.
- Approve, on behalf of Academic Senate, proposals for major variations to undergraduate and postgraduate coursework units, with reporting to APCAC of all approvals.
- Provide detailed quality assurance for course, unit set, unit and articulation proposals from the Schools and other academic units, and give advice to APCAC and the Schools and other academic units about good practice for course and unit documentation.
- Review course, unit set and unit proposals and advise APCAC on whether they are consistent with the UWS Academic Standards and Assessment Framework, and University policies on the structure and nomenclature of awards.
- When appropriate, refer proposals back to the relevant academic unit(s) for amendment and resubmission.
- Advise APCAC on whether course proposals comply with the Australian Qualifications Framework.

The Academic Planning and Courses Approvals Committee will determine the number and composition of the Curriculum Quality Committees, with a maximum of three Committees. Where possible, the composition of each Committee will allow it to consider course and unit proposals from, and promote academic collaboration between, a cluster of Schools with broadly related disciplines or professions, and also Badanami and UWSCollege. Each Committee must consider applications from at least two Schools.

Membership

Membership is as follows:

- a. At least one of the Associate Pro Vice-Chancellors (Education), chosen by the Deputy Vice-Chancellor and Vice-President (Academic);
- b. Deputy Dean or nominee (nominated by the Dean) of each School from which the Committee would normally consider proposals;
- c. Deputy Dean or nominee (nominated by the Dean) of a School from another Curriculum Quality Committee;
- d. University Librarian, or nominee;
- e. Academic Registrar, or nominee;
- f. Dean of Indigenous Education, or nominee;
- g. One additional member, chosen by the Chair in consultation with the Chair of Academic Senate, to achieve gender balance and/or appropriate expertise.

The Chair of the Committee will be one of the Associate Pro Vice-Chancellors (Education), chosen by the Deputy Vice-Chancellor and Vice-President (Academic).

The Chair of the Committee may invite other staff, which may include UWSCollege staff, to attend meetings on a non-voting basis, to ensure good communication.