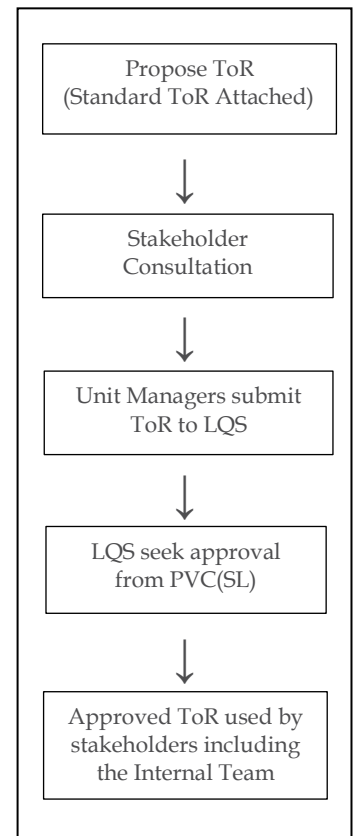




# OTHER ACADEMIC UNIT REVIEW – TERMS OF REFERENCE

Following consultation with the area(s) under review, Unit Managers will submit draft Terms of Reference (ToR) to Learning and Quality Support for PVC(SL) approval. While the use of standard Terms of Reference (as provided over the page) is recommended, the Unit Manager can provide modified or alternative Terms of Reference.





## TERMS OF REFERENCE

### **REVIEW OF THE (INSERT TITLE OF THE ACADEMIC UNIT) IN THE (INSERT SECTION) OF (INSERT TITLE OF THE DIVISION/FACULTY)**

The Review is conducted within the University's seven-year Academic Unit Review cycle. The Review will take into account the views of all relevant internal stakeholder groups, including students, staff and other relevant academic areas of the University, and of all relevant external stakeholder groups including employers, alumni and representatives of relevant professions.

Both the Unit's Self-Evaluation process and report, and the Review Panel assessment, should address the Aims of Other Academic Unit Reviews (i.e. other than School Reviews) which are as follows:

1. To evaluate the quality and effectiveness of academic strategy, operations and outcomes;
2. To assess the Unit's standing, nationally and internationally, in relation to appropriate benchmarking;
3. To evaluate the Unit's ability to sustain and enhance operations in the context of the University's strategic goals, its resources, and internal and external opportunities;
4. To evaluate the quality of Unit governance, management and enhancement processes including, as appropriate, approaches to working with students as partners and to external engagement;
5. To assess the Unit's progress since the previous review, with reference to the outcomes of the implementation plan in response to the recommendations of that review;
6. To identify and give recognition to best practice and successful outcomes;
7. To identify strategic and operational opportunities, and priorities for enhancement;
8. To assist in identifying areas where resources and support might be needed to optimise future performance.

The Review Panel is asked to assess the Unit's self-evaluation and its enhancement proposals for the Unit under review, and make evidence-based recommendations. The following areas of consideration are in scope of the Review Panel's assessment of the quality of the Unit's academic enterprise and of the enhancement proposals:

9. Research and innovation performance, impact, priorities and opportunities;
10. Research collaboration and partnerships;
11. Professional and community engagement and impact of the Unit, including links with public and private sectors and the local community, staff participation in local, national and international professional activities;
12. Learning and teaching;
13. Curriculum development;
14. Innovation in delivery including digital and flexible approaches;
15. Pedagogy, academic staff induction and development, reward and recognition;
16. Teaching collaborations and partnerships;

17. Demand and growth opportunities (based on available evidence) for academic study programs offered by the Unit;
18. Student retention;
19. Student experience/satisfaction;
20. Graduate employment and employer satisfaction;
21. Alumni engagement;
22. The Unit's academic profile and standing, benchmarked against similar Units in other Australian universities and relevant international institutions;
23. The governance and management of the Unit as a model for supporting the University's strategic direction and delivering its objectives;
24. The Unit's staffing structure, gender diversity and culture more generally:
  - a) approaches to working with students and staff as partners, and with external stakeholders;
  - b) staff engagement within the Unit, including professional staff induction and development;
  - c) planning, quality assurance and enhancement systems and processes.
25. The use of human, physical and financial resources in addressing initiatives and plans for development, and cost effectiveness in delivering outcomes. Decisions on the provision of additional resources remain at the University's discretion.

Version:	Date:	Change:	Initial:
2.0.0	4/2/2019	Amended workflow, updated ToR standard layout.	PNS
Document Path	I:\reviews\2019\resources\approved\factsheet#3tor_otheracademicunitreviewfactsheet - final_v200.docx		
Effective Date:	01/02/2019	Review Date:	01/02/2020
		Authorised by:	Manager L&QS