

Policy Title: Curriculum Evaluation and Review

Policy Owner: Pro-Vice-Chancellor (Education)

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1. INTENT

This policy informs staff and other persons responsible for the design and delivery of curriculum at ECU of the approaches and principles to be applied in the evaluation and review of all curriculum items.

2. ORGANISATIONAL SCOPE

This policy applies to all academic staff responsible for the delivery of curriculum items of the University.

3. DEFINITIONS

TERM	DEFINITION
accreditation	A formal process through which a course of study is approved and accredited by the Academic Board. ECU is authorised under the Tertiary Education Quality Standards Agency (TEQSA) Act 2011 to self-accredit each course of study that leads to a higher education qualification that it offers or confers.
Annual Unit Review	An improvement-focussed Unit review conducted annually that is based on staff reflection and student feedback.
Annual Course Review	A improvement-focussed Course review conducted annually for courses and based on staff reflection and student feedback.
award	A degree, diploma or certificate awarded by the University.

TERM	DEFINITION
course	A program of study necessary to qualify for an award of the University or a non-award course approved for delivery in accordance with University policy.
coursework	A method of teaching and learning that leads to the acquisition of skills and knowledge that does not include a major research component.
curriculum, curriculum item	A course, unit set or unit.
ECUonQ	The web-based application used by Unit Co-ordinators and Course Co-ordinators to review units and courses at the end of each teaching period.
Major Course Review	Comprehensive review of a course conducted at least every 5 years.
Professional Accreditation	The formal accreditation of a course by, or on behalf of, a professional body, based on an assessment of the course that includes the attainment of profession-specific competence and/or practice by graduates.
Professional Body	An independent corporate entity, industry association, private organisation, or government agencies, and collectives of such entities, that represents a profession.
unit	A unit of study (or, in the case of a VET qualification, a unit of competency as that term is defined under relevant legislation).
unit set	A group of units which a student must complete in order to fulfil part of the requirements of a course.

4. POLICY CONTENT

Principles

- 4.1 The University's curriculum evaluation, and review processes, through which curriculum items are monitored, reviewed and improved, are designed to meet institutional quality assurance requirements as expressed in the Higher Education Standards Framework (Threshold Standards) 2015.
- 4.2 Evaluation and review enables the University to continue to meet the needs of students and professions in accordance with the University's strategic goals.
- 4.3 Internal review, external benchmarking, student feedback and performance data support evidence-based improvements to the curriculum.
- 4.4 Viability and sustainability must be considered in the review and re-accreditation of ECU courses.
- 4.5 ECU undertakes comprehensive reviews of courses and course delivery at least every five years. These periodic Major Course Reviews are informed and supported

by more frequent monitoring of curriculum and course performance through annual course and unit reviews.

Evaluation and review responsibilities

- 4.6 Academic Governance and Standards facilitate the course evaluation and review process.
- 4.7 Schools (and other ECU academic units) are responsible for conducting reviews in a timely manner in accordance with this Policy.

Evaluation and review procedures

- 4.8 At ECU comprehensive reviews are conducted in alignment with the ECU Excellence Framework.
- 4.9 ECU has three main review processes that form the basis for curriculum evaluation and review:
 - a) Annual Unit Reviews.

All coursework units are reviewed annually in accordance with the Annual Course and Unit Review Procedure.
 - b) Annual Course Reviews.

Courses are reviewed annually in accordance with the Annual Course and Unit Review Procedure.
 - c) Major Course Reviews.

All courses are required to undergo a major course review every five years in accordance with the Major Course Review and Re-accreditation Procedure.
- 4.10 Other reviews conducted as a result of audits or professional accreditation requirements should be planned and conducted, where possible, with respect to scheduled reviews for the purpose of achieving efficiencies and optimising resources.
- 4.11 Changes to curriculum and re-accreditation of courses are subject to the Curriculum Design Policy and Curriculum Approval, Amendment and Accreditation Policy.

5. ACCOUNTABILITIES AND RESPONSIBILITIES

In addition to the responsibilities outlined above:

- 5.1 The Pro-Vice-Chancellor (Education) has overall responsibility for the content of this policy and its operation at Edith Cowan University.
- 5.2 The Executive Deans; the Dean, Graduate Research School; Head, Kurongkurl Katitjin and Pro-Vice-Chancellor (Education) are accountable for the implementation of this policy and its related procedures within their school/academic unit.
- 5.3 All members of the University community are expected to comply with ECU Policies.

6. RELATED DOCUMENTS

6.1 This policy is supported by the following documents. See the [Legislation and Policy Search Directory](#) for further information about legislation and policy:

- [Major Course Review and Re-accreditation Procedure](#)
- [Annual Course and Unit Review Procedure](#)
- [ECU Excellence Framework Policy](#)
- [Admission, Enrolment and Academic Progress Rules](#)
- [Curriculum Design Policy](#)
- [Curriculum Design Procedure](#)
- [Assessment Policy](#)
- [Assessment, Examination and Moderation Procedure](#)
- Curriculum Approval, Amendment and Accreditation Policy
- Curriculum Approval, Amendment and Accreditation Procedure

6.2 Other related documents:

- [Academic Integrity Policy](#)
- [Postgraduate Research Training Policy](#)
- [Third-Party Arrangements – Educational Partnerships Policy](#)

7. CONTACT INFORMATION

For queries relating to this document please contact:

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8. APPROVAL HISTORY

Policy Approved by:	Vice-Chancellor
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Revision History:	<p>21 December 2015 - Minor revision update to reflect academic organisation re-design</p> <p>27 February 2017 - Minor revision update to reflect the academic organisation re-design</p> <p>15 May 2018 – Revision to ensure a clear statement of the University’s commitment to Annual Unit Reviews, Annual Course Reviews and Major Course Reviews.</p>
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