

Policy Title:	Curriculum Evaluation and Review
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[Intent](#)

[Organisational Scope](#)

[Definitions](#)

[Policy Content](#)

[Accountabilities and Responsibilities](#)

[Related Documents](#)

[Contact Information](#)

[Approval History](#)

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 every five years. 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 review conducted annually based on staff reflection on student performance and feedback, for the identification and implementation of actions for improvement.

TERM	DEFINITION
Annual Course Review	A improvement-focussed review conducted annually based on academic staff reflection on student performance and feedback, for the identification and implementation of actions for improvement.
Award	A degree, diploma or certificate awarded by the University.
Course	A program of study approved for delivery.
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 item	A Course, Short Course, Microcredential, Major, Specialisation, Unit Set or Unit (or any one of these items as the context requires).
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 Unit of Competency delivered by or on behalf of the University (and for Academic Progression Status purposes, includes a previous version of a same or comparable Unit).
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 industry 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. The outcomes of comprehensive Major Course Reviews are used as the basis for the decision to re-accredit each course.
- 4.6 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

- 4.7 Academic Quality and Standards facilitates the annual and comprehensive 5-yearly course and unit evaluation and review processes.
- 4.8 Schools (and other ECU Teaching Areas) are responsible for conducting reviews in a timely manner in accordance with this Policy.
- 4.9 It is the responsibility of the Unit Coordinator and Course Coordinator to regularly monitor the performance of units and courses, and as a result of these regular reviews:
 - a) develop actions for improvement where the need has been identified;
 - b) implement the actions in a timely manner; and
 - c) record the actions taken.

Evaluation and review procedures

- 4.10 At ECU comprehensive reviews are conducted in alignment with the ECU Excellence Framework.
- 4.11 ECU has three main review processes that form the basis for curriculum evaluation and review. These processes are interlinked, informing one another, and include:
 - 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.
- 4.12 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.

4.13 Changes to curriculum and re-accreditation of courses are subject to the Curriculum Design Policy, Assessment Policy and Curriculum Approval, Amendment and Accreditation Policy.

5. ACCOUNTABILITIES AND RESPONSIBILITIES

In addition to the responsibilities outlined above:

5.1 The Deputy 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 Deputy 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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