1. Preamble

This policy specifies requirements for the review of all UNSW academic coursework and research programs and articulates the overarching framework for Academic Program Reviews at the University level.

1.1 Purpose

This policy is the principal mechanism by which UNSW ensures that its coursework and research programs are regularly reviewed to ensure that they:

- are aligned with UNSW strategic intent
- reflect principles of best practice in program and curriculum design
- reflect best practice in learning and teaching
- achieve their stated learning outcomes, including UNSW’s Graduate Capabilities
- reflect the student experience
- are supported by appropriate organisational, administrative, physical and technological infrastructure
- demonstrate innovation and program positioning
- meet any accreditation requirements
- meet Australian Government requirements

2. Scope

This policy applies to all UNSW staff involved with program reviews and all coursework and research programs of the University.

3. Definitions

Definitions are consistent with the UNSW Glossary of Terms: http://www.handbook.unsw.edu.au/general/2015/SSAPO/glossary.html

APR: Academic Program Review.

Faculty: A faculty constituted by the University Council in accordance with Part 6 of the University of New South Wales By-law, or a body having similar status and equivalent responsibilities, such as UNSW Canberra, and includes Boards of Study.

Program: A structured program of study leading to the award of a degree, diploma or certificate.
**Program Authority:** The body, usually a faculty, responsible for the planning, resourcing and delivery of a program, including teaching resources and arrangements, administrative arrangements including publication of program information, marketing and recruitment, teaching delivery, including technology enabled learning and teaching, assessment and quality. The program authority is responsible for all matters that affect students in an award program – including admission, enrolment, progression, and graduation. For dual award programs one of the contributing faculties is identified as the Program Authority.

4. **Policy Statement**

4.1 UNSW requires all coursework and research programs to be reviewed at least once every 7 years.

4.2 Each faculty must establish, maintain and submit a schedule of Academic Program Reviews that encompasses all programs offered by the faculty in accordance with the requirements of the APR Procedure.

4.3 Academic Program Reviews must have specific terms of reference as outlined in the APR Procedures, and must follow the APR Procedure.

4.4 Academic Program Reviews must be undertaken by a Review Panel normally comprising internal members and at least one external member to the University relevant to the purpose of the review.

4.5 Outcomes of each Academic Program Review must be reported to Academic Board as outlined in the relevant procedures.

5. **Legal & Policy Framework**

5.1 Australian Qualifications Framework (AQF)

5.2 Higher Education Standards

5.3 UNSW Learning and Teaching Quality Policy

5.4 UNSW Program Disestablishment Procedure

5.5 UNSW Quality Assurance Framework

6. **Implementation**

6.1 **Roles & Responsibilities**

The Deputy Vice Chancellor (Academic) and the Dean of Graduate Research will develop and maintain Procedures for use with this policy.

6.2 **Support & Advice**

Support and advice in relation to this policy is available from:

- Office of the Deputy Vice Chancellor (Academic)
- Office of the President, Academic Board
- Dean of Graduate Research
- Manager, Student Administrative Services, UNSW Canberra

7. **Review**

This policy is due for review three years from its date of effect.
## Appendix A: History

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<td>16 December 2011</td>
<td>4 January 2012</td>
<td>New policy</td>
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<td>1.1</td>
<td>Administrative Update, Head Governance Support</td>
<td>15 February 2012</td>
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