

## Appendix 1: Academic Standards and Quality Processes

Academic Standard	Quality Process/es	Responsible officer/s	Key academic indicator/s	HESF and ESOS Cross-Reference	Academic Policies & Procedures
<b>1. Admission</b>					
1.1 Charles Sturt accepts students who demonstrate the capacity to be successful in their study	<p>Course and Subject Approval (including approval of admission criteria and publication of information to students)</p> <p>Course and Subject Design (including Curriculum Model)</p> <p>Admission and Enrolment</p> <p>Credit Recognition</p> <p>Student Performance Monitoring (including analysis by cohort, demographics, entry pathway etc)</p> <p>Orientation &amp; Induction</p>	<p>Academic Senate and its subcommittees</p> <p>Provost &amp; DVC-A</p> <p>DVC-Research</p> <p>Executive Deans</p> <p>Director, Student Administration</p> <p>PVC (L&amp;T)</p> <p>Chief Development Officer, Global</p>	<p>Admissions outcomes (eg conversion rates, ATAR and early entry programs)</p> <p>Student Performance Benchmarking Targets (including commencing progress rates, first year attrition)</p> <p>VCLT Operational Performance Metrics</p> <p>VCLT Operational Performance Metrics</p>	<p>HESF 1.1 Admission</p> <p>HESF 4.2 Research Training</p> <p>ESOS Standard 1 - Marketing information and practices</p> <p>ESOS Standard 2 - Recruitment of an overseas student</p>	<p><a href="#">Admissions Policy</a></p> <p><a href="#">Admissions Procedure</a></p> <p><a href="#">Admissions - Entry Requirements (Coursework) Procedure</a></p> <p><a href="#">Admissions - Entry Requirements (Higher Degrees by Research) Procedure</a></p> <p><a href="#">Enrolment Policy</a></p> <p><a href="#">Enrolment Procedure</a></p> <p><a href="#">Credit Policy</a></p> <p><a href="#">Credit Procedure</a></p>
1.2 Prospective Charles Sturt students are provided with a range of entry pathways recognising the diversity of educational and life experiences	Student recruitment and outreach			<p>HESF 1.1 Admission</p> <p>HESF 1.2 Credit and Recognition of Prior Learning</p> <p>ESOS Standard 1 - Marketing information and practices</p> <p>ESOS Standard 2 - Recruitment of an overseas student</p>	<a href="#">Course and Subject Policy</a>

<p>1.3 Charles Sturt provides sufficient, accurate and timely information to allow prospective and current students to make informed education choices</p>				<p>HESF 1.1 Admission  ESOS Standard 1 - Marketing information and Practices  ESOS Standard 2 - Recruitment of an overseas student  ESOS Standard 3 - Formalisation of enrolment and written agreement</p> <p>HESF 7.1 Representation</p> <p>HESF 7.2 Information for Prospective and Current Students</p>	<p>Course and Subject Design (Coursework) Procedure</p> <p>Course and Subject Quality Assurance and Review Procedure</p> <p>Course and Subject Information Procedure</p>
<p>1.4 Charles Sturt supports students in their transition into and progression through their course of study, irrespective of their educational background, entry pathway, mode or place of study</p>		<p>Executive Director, Student Experience and Engagement</p>		<p>HESF 1.3 Orientation and Progression  ESOS Standard 5.2 Younger overseas students  ESOS Standard 6 Overseas student support services  HESF 4.2 Research Training</p> <p>HESF 3.1 Course Design</p>	<p>Assessment - Academic Progress Procedure</p> <p>Academic Integrity Policy</p> <p>Research Policy</p>
<p>1.5 Charles Sturt encourages lifelong learning, including formal, informal and non-formal learning, and provides the opportunity for students to have previous learning recognised for credit in their courses</p>				<p>HESF 1.1 Admission</p> <p>HESF 1.2 Credit Recognition and Prior Learning  ESOS Standard 2.3-2.5 Recruitment of an overseas student</p>	<p>Indigenous Australian Content in Courses and Subject Policy</p> <p>Assessment Flexibility Procedure</p>
<p>1.6 Charles Sturt encourages and supports recruitment and admission of a diverse student population; including specific consideration of Aboriginal and Torres Strait Islander peoples</p>		<p>Director, Student Safety and Wellbeing</p>	<p>Diversity of student cohorts</p>	<p>HESF 2.2 Diversity and Equity</p>	



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<b>2. Courses</b>					
2.1 Charles Sturt courses are consistent with the strategic direction of the University	University Strategy - planning and implementation	Academic Senate and its sub committees (including faculty boards)	TEQSA Re-registration		<a href="#">Organisational Assurance Policy</a>
2.2 Charles Sturt courses meet relevant regulatory and professional accreditation requirements	Course and Subject Approval (including optimisation framework, business cases and academic approval)	Provost & DVC-A	Professional accreditation	HESF 1.4 Learning Outcomes and Assessment  ESOS Standard 1.2 Marketing information and practices ESOS Standard 2.1 Recruitment of an overseas student	<a href="#">Course and Subject Policy</a>
	External Advisory Committees & Industry Co-Creation	DVC-R & OGEP	Faculties implement course plan that aligns with strategy	HESF 1.5 Qualifications and Certification	<a href="#">Course and Subject Quality Assurance and Review Procedure</a>
	Course and Subject Design (including Curriculum Model)	Executive Deans	Reputation with industry and the professions	HESF 3.1 Course Design	
	Course Accreditation and Review (including CCR / ACHC)	Associate Deans (Academic)	Graduate satisfaction	HESF 4.2 Research Training	<a href="#">Course and Subject Policy</a>
	Subject Review (QUASAR)		QILT Metrics	HESF 5.1 Course Approval and Accreditation	<a href="#">Academic Integrity Policy</a>
	Professional Accreditation		Academic progress - monitoring success (or otherwise) of interventions	HESF 5.3 Monitoring Review and Improvement	
	Student Performance Reporting			HESF 6.3 Academic Governance	<a href="#">Research Policy</a>
	Internal and External Student surveys (including SUES,CEQ,GOS,PREQ)				
2.3 Charles Sturt specifies the design for each course of study and ensures that learning outcomes can be achieved throughout the course					



2.4 Charles Sturt courses are designed to ensure that graduates embrace the University ethos 'yindymarra winhanganha' and are consistent with the University's Indigenous Education Strategy	Indigenous Board of Studies	Chair, Indigenous Board of Studies			Indigenous Australian Content in Courses and Subjects Policy; Indigenous Education Strategy
2.5 Charles Sturt works with the needs of industry and the professions in the development of courses					
2.6 Charles Sturt undertakes regular monitoring and periodic comprehensive reviews of all accredited courses of study				ESOS Standard 3.3.1 Formalisation of enrolment and written agreements	Course and Subject Life Cycle Procedure
2.7 Charles Sturt students have the opportunity to complement their learning with academic and personal support and development programs, including specific programs for students at academic risk	Academic Progress Monitoring and Support	Executive Director, Student Experience and Engagement		HESF 1.3 Orientation and Progression ESOS Standard 6.1-6.4 Overseas student support services ESOS Standard 8.22 Overseas student visa requirements  HESF 3.3 Learning Resources and Educational Support  HESF 5.3 Monitoring, Review and Improvement ESOS Standard 8.1-8.5, 8.8 Overseas student visa requirements	Assessment - Academic Progress Procedure  Course and Subject Policy
2.8 Charles Sturt research students are each supported with a plan that reflects their academic and professional experiences and goals	Individual Development Plan			HESF 4.2 Research Training	Research Policy  Higher Degree by Research Policy
2.9 Charles Sturt staff have, and maintain, the necessary disciplinary and pedagogical expertise to effectively deliver courses that are informed by scholarly activity	Charles Sturt Scholarly Environment Model		Scholarly Environment Model Outcomes	HESF 3.1 Course Design HESF 3.2 Staffing ESOS Standard 11.2.5 Additional registration requirements	Course and Subject Policy



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<b>3. Assessment</b>					
3.1 Where relevant, Charles Sturt subjects include early assessment or review to guide student support	Course and Subject Design (including Curriculum Model)	Executive Director, Student Experience and Engagement		HESF 1.3 Orientation and Progression ESOS Standard 8 Overseas student visa requirements	
3.2 Assessment at Charles Sturt is equitable and timely, and students are provided with avenues to provide feedback and resolve questions and issues	Subject Outline Quality Assurance	Academic Senate and its committees (including Faculty Boards)	Progress and Attrition	HESF 1.3 Orientation and Progression	<a href="#">Assessment Policy</a>
	Assessment Moderation	Provost & DVC-Academic	Assessment turnaround time monitoring (QUASAR)	HESF 1.4 Learning Outcomes and Assessment	<a href="#">Assessment - Conduct of Coursework Assessment and Examinations Procedure</a>
	External Assessment Benchmarking	Director, Student Administration	Student satisfaction with subjects and courses		<a href="#">Course &amp; Subject Policy &amp; Procedures</a>
	Student education on academic integrity	Executive Deans, Associate Deans (Academic)	Grade Distribution and Grade Assurance Reports		<a href="#">Academic Integrity Policy</a>
3.3 Assessment at Charles Sturt is criterion-referenced, with methods of assessment that are appropriate to the graduate attributes, course learning outcomes, and subjects learning outcomes	Academic Misconduct Procedures	Subject coordinators, markers and moderators	Student misconduct	HESF 1.3 Orientation and Progression ESOS Standard 9 Deferring, suspending or cancelling the overseas student's enrolment ESOS Standard 10 Complaints and appeals	<a href="#">Student Misconduct Rule 2020</a>
		School and Faculty Assessment Committees		HESF 1.4 Learning Outcomes and Assessment, HESF 3.1 Course Design	<a href="#">University Appeals Policy</a>
3.4 Charles Sturt provides timely feedback on assessment to assist students in their achievement of learning outcomes				HESF 1.3 Orientation and Progression	<a href="#">Assessment Policy</a>



3.5 Charles Sturt undertakes moderation of assessment to assure the quality of assessment and the validity and reliability of grading				HESF 1.4 Learning Outcomes and Assessment	
3.6 Assessment of major assessable research outputs for higher degrees by research at Charles Sturt is undertaken by appropriately qualified independent assessors		Dean of Graduate Studies		HESF 1.4 Learning Outcomes and Assessment	<a href="#">Higher Degree by Research Policy</a> <a href="#">Higher Degree by Research Procedure</a>

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<b>4. Research &amp; Research Training</b>					
4.1 Charles Sturt research is consistent with the strategic direction and values of the University	Research Strategy Planning and implementation.	<p>Academic Senate and its committees (including Faculty Boards)</p> <p>Deputy Vice-Chancellor (Research)</p> <p>PVC Research and Innovation</p> <p>Director, Research Office</p> <p>Executive Deans, Associate Deans (Research) and institute and centre directors</p>	<p>Each faculty and research centre has implemented a research plan that aligns to Charles Sturt Research strategy</p> <p>Facilities utilisation</p> <p>Impact metrics for faculty, research strength and university</p> <p>Research productivity index</p> <p>ERA Outcomes</p> <p>Number of weighted publications (total and per full-time equivalent (FTE) academic staff)</p> <p>Total research income from all Higher Education Research Data Collection (HERDC) reported categories</p>		<p><a href="#">Research Policy</a></p> <p><a href="#">Higher Degree by Research Policy</a></p> <p><a href="#">Higher Degree by Research Procedure</a></p> <p><a href="#">Research Data Management Policy</a></p> <p><a href="#">Admissions - Entry Requirements (Higher Degrees by Research) Procedure</a></p> <p><a href="#">Higher Degree by Research Scholarships Procedure - Australian Government Research Training Program Funded Scholarships</a></p>



					<a href="#">Research Authorship Procedure</a>
4.2 Charles Sturt seeks external research collaboration, including working with industry and the professions in research development	Research facilities management			ESOS Standard 11.2.3 Additional registration requirements; HESF 5.4 Delivery with Other Parties	<a href="#">Assessment - Research Components of Coursework Courses Procedure</a>
4.3 Charles Sturt staff have, and maintain, the necessary qualifications and disciplinary and research methodologies to effectively conduct and/or oversee research	Development and supervision of doctoral study plans			HESF 3.2 Staffing ESOS Standard 11.2.5 Additional registration requirements  HESF 4.1 Research  HESF 4.2 Research Training  HESF 6.3 Academic Governance	<a href="#">Research Misconduct Procedure</a>
4.4 Charles Sturt research staff and students engage in research training activities to meet the expected standards required for research activities and expectations.				HESF 4.1 Research, HESF 4.2 Research Training	<a href="#">Higher Degree by Research Policy</a>  <a href="#">Research Policy</a>

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<b>5. Learning Environment</b>					
5.1 Charles Sturt students' learning is supported by appropriate resources, learning spaces, technologies and other facilities that support achievement of the required learning outcomes	Campus Futures Strategy & Capital Planning	Council and its committees	Facilities utilisation audits	HESF 2.1 Facilities and Infrastructure ESOS Standard 11.2.5 Additional registration requirements	<a href="#">Space Management Policy</a>
	Space Utilisation Audits	Division of Facilities Management	Internal and External Student Surveys (SuES, NPS, QILT)	HESF 3.3 Learning Resources and Educational Support	<a href="#">Course and Subject Policy</a>
	Course and Subject Approval (including resource needs eg: library)	Academic Senate and its committees		HESF 4.2 Research Training	



		Provost & DVC-A			
5.2 Charles Sturt students have equity of academic opportunity regardless of place of study or mode of delivery	Student performance reporting	Executive Director, Student Experience and Engagement			
5.3 Charles Sturt students have the opportunity to engage with the university, community and industry throughout their study	<p>Course and Subject Design (including Curriculum Model)</p> <p>Professional experience and work integrated learning</p> <p>Internal and External Student feedback surveys</p>	<p>DVC-R</p> <p>Provost &amp; DVC-A</p> <p>Executive Deans</p> <p>PVC (L&amp;T)</p> <p>Director of External Engagement</p> <p>Associate Deans (Academic)</p>	QILT scores (including Graduate employments rates)	<p>HESF 1.3 Orientation and Progression, HESF 1.4: Learning outcomes and Assessments, HESF 2.1 Facilities and Infrastructure, HESF 3.1: Course Design, HESF 5.4: Delivery with other parties</p> <p>ESOS Standard 3.3.1 Formalisation of enrolment and written agreement</p> <p>ESOS Standard 6.1, 6.3 Overseas student support services</p> <p>ESOS Standard 11.2.3 Additional registration requirements</p>	<p><a href="#">Assessment Policy</a></p> <p><a href="#">Assessment - Academic Progress Procedure</a></p> <p><a href="#">Academic Staff Qualifications and Expectations Procedure</a></p> <p><a href="#">Course and Subject Policy</a></p> <p><a href="#">Course and Subject Policy</a></p> <p><a href="#">Space Management Policy</a></p>
5.4 Charles Sturt staff are accessible to students	Course and Subject Design (including Curriculum Model)				





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<b>6. Academic Quality Assurance</b>					
6.1 Charles Sturt courses are regularly reviewed against regulatory, academic discipline, and industry standards, as well as student experience of courses	Course and Subject Quality assurance and review (including CCR & ACHC)	Academic Senate and its committees	Professional accreditation outcomes	HESF 1.4 Learning Outcome and Assessment	<a href="#">Course and Subject Policy</a>
		Provost & DVC-A	Reputation with industry and the professions	HESF 5.1 Course Approval and Accreditation	<a href="#">Assessment Policy</a>
	Student performance reporting	Executive Deans, Associate Deans (Academic)	QILT outcomes	HESF 5.3 Monitoring, Review and Improvement	<a href="#">Course and Subject Quality Assurance and Review Procedure</a> <a href="#">Course and Subject Quality Assurance and Review Procedure</a>
6.2 Charles Sturt student outcomes are regularly reviewed and quality is assessed against institutional benchmarks with the results used to inform improvement	Internal and External Student surveys			HESF 1.3 Orientation and Progression HESF 2.2 Diversity and Equality HESF 5.3 Monitoring, Review and Improvement	
	QUASAR actions			HESF 6.2 Corporate Monitoring and Accountability HESF 6.3 Academic Governance	



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<b>7. Academic Governance</b>					
7.1 The implementation of Charles Sturt academic standards is assured by Charles Sturt academic governance processes, including risk management	Committee structure and meetings	Council and its committees	Compliance with internal processes (elections, course accreditation, course and subject performance review)	HESF 6.1 Corporate Governance	<a href="#">Committee Memberships and Terms of Reference</a>
	Governance instruments including relevant Legislation, Rules, Delegations and policies	Academic Senate and its sub committees (including faculty boards)	Compliance with external accreditation processes	HESF 6.2 Corporate Monitoring and Accountability	<a href="#">Policy Framework Policy</a>
		University Secretary and Director, Governance	Compliance with internal processes for stakeholder feedback and student participation Outcomes of external reviews	HESF 6.3 Academic Governance	<a href="#">Organisational Assurance Policy</a>
7.2 Charles Sturt students have the opportunity to participate in the academic governance of Charles Sturt	Induction/ Education Programs	Executive Director of Student Success  DVC-R, Provost and DVC-A		HESF 6.3 Academic Governance	<a href="#">Committee Memberships and Terms of Reference</a>
7.3 Charles Sturt academic standards apply to activities undertaken with other parties.	Charles Sturt Risk Management Policy and Procedures	Director, Risk and Compliance		HESF 5.2 Academic and Research Integrity	<a href="#">Organisational Assurance Policy</a>
		PVC International		ESOS Standard 11.2.5 Additional registration requirements	<a href="#">Course and Subject Policy</a>
	Faculty and Divisional risk assurance plans	Executive Deans, and institute and centre directors		HESF 5.4 Delivery with Other Parties	<a href="#">Assessment Policy</a>
		Chief Development Officer, Global		HESF 6.1 Corporate Governance	<a href="#">Assessment - Academic Progress Procedure</a> <a href="#">Academic Integrity Policy</a> <a href="#">Research Policy</a>



					<a href="#">Risk Management Policy</a>
7.4 Charles Sturt staff, students and researchers appropriately protect Charles Sturt intellectual property	Research Management	Academic Senate and its sub committees	Compliance with internal policy on intellectual property	HESF 4.1 Research	<a href="#">Research Policy</a>
		Provost & DVC-A	Compliance with Charles Sturt Principles of Academic Freedom and Freedom of Speech	HESF 5.2 Academic and Research Integrity	<a href="#">Academic Integrity Policy</a>
7.5 Charles Sturt protects and promotes academic freedom		DVC-R			<a href="#">Intellectual Property Policy</a> <a href="#">Statement on Academic Freedom and Freedom of Speech</a>
7.6 Charles Sturt staff and students are expected to maintain a high level of academic and research integrity	Student education on academic and research integrity — online modules and workshops		Compliance with academic integrity policy and procedure	HESF 4.1 Research	<a href="#">Academic Integrity Policy</a>
	Academic Misconduct Procedures		Misconduct reporting	HESF 5.2 Academic and Research Integrity	<a href="#">Research Policy</a>
7.7 Mechanisms exist for students to make complaints or appeals on Charles Sturt academic matters.	Appeals and complaints policies and procedures	TBA	Compliance with internal processes for student complaints and appeals	HESF 2.4 Student Grievances and Complaints ESOS Standard 10 Complaints and appeals	<a href="#">University Student Appeals Policy and Procedure</a>
			Time to resolution for formal complaints and appeals	HESF 6.3 Academic Governance	<a href="#">Assessment - Academic Progress Procedure</a>
	Guidelines for Research Integrity Breaches			HESF 7.2 Information for Prospective and Current Students	<a href="#">Academic Integrity Policy</a>



## Document history

Approval date	Resolution or delegation	Nature of Amendment
4 Aug 2021	AS171/8	First version of the Academic Quality Standards approved by Academic Senate, concurrent with approval of the Academic Quality Policy.

