

COURSE REVIEW PANEL POLICY

Purpose The purpose of this policy is to explain the function and provide the Terms of Reference of the Course Review Panel (CRP).

Applicability The policy applies to all full-time, part-time and casual employees of The College of Law Limited (College) and other relevant stakeholders concerned with the review of courses offered by the College.

Introduction The CRP fulfills the course review function of the College of Law Academic Board (COLAB). The CRP is convened on an *ad hoc* basis and formally reviews existing courses every three years (ie, twice every accreditation period) to ensure that they are effectively meeting their objectives, that requisite standards are being met and that improvement targets are set and achieved.

In the pursuit of these, the CRP will seek to ensure:

- a high standard of teaching and learning in all programs by reference to outcome and evaluation data;
 - outcome and evaluation data is used to inform developments and improvements in curriculum and delivery;
 - that improvement targets are included in the next iteration of the Teaching and Learning Plan; and
 - that the requirements and recommendations of external accreditation agencies, regulators and auditors are reflected in all College programs.
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Terms of Reference The CRP will have reference to:

- the TEQSA Threshold Standards and Regulatory Risk Framework;
- the Australian Qualifications Framework;
- the Principles in Research and Scholarship;
- the Principles in Teaching and Learning (especially as manifest in the Teaching and Learning Plan);
- the Principles of Engagement with the Profession and Community;
- relevant policy of the Board and COLAB;
- the relevant Course Aims and Learning Outcomes as originally (or previously) expressed.

Authority The CRP does not have any final authority with respect to internal accreditation but provides a report with recommendations to COLAB. COLAB endorses (or not)

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Procedure	Adrian Deans	Last Updated (version)	15 January 2014
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that report (and recommendations) before passing it on to the Board of Governors for a final determination.

The CRP may make recommendations on any course related matter (including for course improvement) and may require, in appropriate cases, a response in writing from the relevant Program Director within such period as seems reasonable.

Membership Membership of each CRP is determined on an *ad hoc* basis and always includes the General Manager, Education as Chair, the Academic Secretary and at least two external members - one academic and an industry representative. The panel should also include an internal academic not associated with the relevant Program

Note:

If there is a related Procedure that your Policy relates to please insert the name of the procedure within the document as a "hyperlink".

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