

Quality Enhancement Committee

Members

Prof Judyth Sachs (Chair), DVC (Provost)	Prof Mike Johnson, Vice-Pres Academic Senate
Mr Paul Bowler, DVC and COO	A/Prof Bill McGaw, PVC (International)
Ms Maxine Brodie, University Librarian	Prof Elizabeth More, Academic Director, Macquarie City College
Prof Mitchell Dean, Dean SCMP	Prof Jim Piper, DVC (Research)
Mr Sebastian Hartford Davis, Student representative	Mr Tim Sprague, Director HR
Mr Colin Hawkins, Academic Registrar	Ms Caroline Trotman, DVC (Development and External Relations)
	Prof Stephen Thurgate, Dean ICS

In Attendance

Ms Barb McLean, Executive Officer
Ms Jennifer Newton, Quality Evaluations Manager

Apologies

Mr Sebastian Hartford Davis, Student representative
Mr Colin Hawkins, Academic Registrar
Prof Mike Johnson, Vice-Pres Academic Senate

Minutes

11.00-12.30p.m. Thursday 24th January 2007, Function Room, level 2, E11A

1. **Minutes of the Meeting 21st November 2007 and Business Arising**

- | | | |
|-----|---|----------------|
| 1.1 | Minutes of 21 st November 2007 | Adopted |
| 1.2 | Amended Terms of Reference | Noted |
| 1.3 | Feedback from AUQA Auditor Training | P.B. and M. B. |

Mr Bowler and Ms Brodie reported:

- The impression was given that AUQA is consensus-driven and is open to negotiation with regard to the second theme for the Review
- The Review will be undertaken based on ADRI (Approach, Deployment, Results and Improvement) i.e. Macquarie will not be penalised for still being at the Deployment stage, without demonstration of Results. This means that we will possibly receive a number of Affirmations and Recommendations, instead of the large number of Recommendations received at the last audit visit
- It is necessary for Macquarie to have undertaken a desk review to inform the selection of themes provided to AUQA for the AUQA2 Review visit
- The selected themes will be verified against the University's Strategic Plan, its latest IAF Portfolio and the Progress Report against Recommendations of the first AUQA Review

1.4 AUQA Communications Strategy

C.T.

Ms Trotman reported that:

- The aim of the AUQA Communications Strategy will be both to alert staff and students to the AUQA Review visit and to send the message that the University regards this visit positively, as a means of further improving Macquarie
- Development and External Relations is appointing a staff member with responsibility for internal communications and change management, to commence in April – a year out from AUQA. This position will produce a monthly newsletter for staff which will be accessible on the Web (and hence available both internally and externally)
- A general Quality Enhancement website is planned – to demonstrate that QE goes beyond the AUQA Review visit
- Prof Sachs will provide reports to Council, commencing with the AUQA Progress Report and the suggested themes for the 2009 Review visit
- Ms Jennifer Newton will be making a trip to the University of Newcastle in early February to gain some feedback on the processes involved in the preparation for the AUQA Review visit. She will provide a report to the next meeting of this Committee

J.N.

2. Strategic Planning and Performance Indicators

2.1 Planning Retreat

J.S.

Prof Sachs reported that:

Macquarie@50 will be used as the University's strategic plan, in the absence of a more formal Plan, for the negotiation of Themes with AUQA. However, on the 5th March a half day Planning Workshop will be held to develop Vision and Values statements aligned to Macquarie@50 and other documents such as the Macquarie University Ethics Statement. These will then become the shell for a more formal University strategic plan.

3. AUQA2 Review

3.1 AUQA Progress Report

Prof Sachs reported that:

The document distributed with the meeting papers was the third version of a Progress Report on the first AUQA Report. The first had been written by the previous DVC (Academic), the second was compiled from information gathered across the University mid-2007, and this latter Report has been updated for inclusion in the information pack to AUQA for the selection of themes for the AUQA Review visit.

It was recommended that the Progress Report, Jan 2008 be adopted, with any suggested amendments to be sent to Ms McLean.

Adopted

3.2 Correspondence from AUQA For noting

3.2.1 Response to MCEETYA National Protocols for Higher Education Approval Processes, Oct. 2007

It was recommended that Ms McLean include Macquarie's activities in the area of Student Support and Libraries to A9. **Adopted**

3.2.2 Macquarie University IAF Portfolio 2007 (large document, print pp1-2)

3.2.3 Meeting the Challenge, progress on Macquarie@50

3.3 AUQA2 - Risk Assessment and Selection of Themes For decision

3.3.1 Themes for other universities being audited 2008/2009

It was noted that from the known themes selected by universities for AUQA review, none had selected Research. Research is the first Goal in Macquarie@50 and the focus of much change, with areas of demonstrable achievement (see A/Prof Ruth Neumann's work with PREQ results), and also an area of risk for the University:

- The large proportion of international HDR students
- Research income is still an issue

It was recommended that **Research and Research Training** be put forward to AUQA as a potential theme for the Review visit. **Adopted**

Student Assessment and Grading, Learning Support and Student Profile were all suggested as alternate potential themes. These areas of risk are all current areas of activity (with new policy documents, the implementation of new scholarships, the trialling of UniTest and AUSSE, etc.) and hence will fall into the Deployment section of the ADRI cycle. As Student Assessment, Grading and Student Feedback is an area of reputational risk and at the core of the quality of the Macquarie degree, it was resolved to put for this theme as the second potential theme for the 2009 AUQA Review visit. **Adopted**

It was agreed to provide AUQA with just these 2 themes to select from.

Adopted

4. **Any Other Business**

A/Prof Bill McGaw noted the high proportion of the University Budget income deriving from International students (at 28% it is over the 25% recommended by the Federal Government – see p.5 of the IAF Portfolio document. This will have to be addressed in the Performance Portfolio to be sent to AUQA.

Prof Sachs stated that the University had not intentionally adopted a preferred shape for its student body:

- Local to international
- Coursework to HDR
- U/G to P/G
- Mix of disciplines
- Countries of origin, etc.

Prof Sachs to take this issue to the Executive.

Adopted

5. **Next Meeting**

Thursday 21st February at 11.00a.m. in the Function Room.