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Memo

To	Members, Academic Board	From	Julie Jackson Pro Vice-Chancellor (Quality Enhancement)
Subject	AUQA Preparations	Date	4 August 2009

Members of the Academic Board will be aware that the AUQA audit visit will take place at the Bundoora campus from September 21-24 and that the two themes for the audit are 'Internationalisation' and 'Research and Research Training'. The panel has now added a visit to the Bendigo campus on September 18 where they are likely to follow up on Indigenous, international and research matters as they transpire in the regions, as well as wider issues to do with quality assurance. There is an offshore visit program set for August 13 -18 visiting programs in Vietnam and China.

The audit panel will also investigate responses to a sample of the Recommendations and Affirmations of the last audit. They have indicated four areas of particular interest. These are:

1. Affirmation 11 relating to attention to Indigenous students. Broadly, they will be interested in how Indigenous matters are captured within programs of the University, and how the recommendations of the Curriculum Review might be implemented in this respect. They have also foreshadowed an interest in how Indigenous researchers and research are supported and developed. This latter may be further explored in their investigation of regional campuses.
2. Recommendation 1 relating to the performance of Council. Noting the operating deficit in 2006, they are likely to be interested in the role of Council and FRC during 2006 and any changes to budget processes and monitoring since then. They are likely to enquire further about the governance review (of committees of Council) and the 2008 Council review and about any changes arising.
3. Affirmations 1-4 related to regional matters, planning, budget, risk management and adequacy of management information. They will be interested in processes and the quality assurance of these processes – presumably organisational structures, responsibilities and accountabilities, identification and rating of strategic and operational risks, supporting policies, how planning, review and budget processes are evaluated, support for managers in developing plans including adequacy of management information.
4. Curriculum Review and Renewal – In particular Affirmation 5 and Recommendation 8 relating to the embedding of graduate attributes, and the link between teaching and research. I think they will also be interested in the review process and the implementation plan for the Curriculum Review recommendations.

Further information about the audit including the portfolio and relevant timelines may be found on the website www.latrobe.edu.au/quality. We will also be running information sessions for those interested.

Over the next few weeks we will be identifying the individuals that the panel will wish to meet and providing them with copies of the portfolio and information about the audit process. The audit visit also includes 'Open sessions' where individuals may ask to meet the panel. An information sheet about the open sessions is attached.

Julie Jackson
Pro Vice-Chancellor (Quality Enhancement)

AUSTRALIAN UNIVERSITIES QUALITY AGENCY

Quality Audit of La Trobe University

Open Session

The Australian Universities Quality Agency (AUQA) is currently carrying out a quality audit of La Trobe University. AUQA's role is, inter alia, to:

"Arrange and manage a system of periodic audits of:

- the quality of the academic activities, including attainment of standards of performance and outcomes of Australian universities and other higher education institutions;
- the quality assurance arrangements intended to maintain and elevate that quality;
- compliance with criteria set out in the National Protocols for Higher Education Approval Processes;

and monitor, review, analyse and provide public reports on the quality of outcomes in Australian universities and higher education institutions."

To carry out the first two objectives in relation to the audit of La Trobe University, a panel of quality auditors will visit the Bendigo Campus on 18 September 2009 and the Bundoora Campus in the period 21–24 September 2009, and talk to a range of staff, students and community representatives. The Panel has selected numerous groups, committees and individuals to meet, but has also kept a short period of its visit free for an Open Session to allow Panel members to meet anyone else who consider they can assist the Panel in its work.

Please note that although student and staff complaints and appeal procedures come within the scope of these audits, AUQA's objectives give it no mandate for investigating individual cases or hearing appeals, as this would detract from its ability to provide an independent coherent focus on the quality performance of institutions. It would also be incompatible with AUQA's emphasis on encouraging and assisting the improvement of quality in the sector.

If you would like to arrange a brief meeting with the audit panel please contact Ms Randi Brooks Executive Officer PVC(QE) on 03 94793828 to book an appointment on either September 18 at 3-45 on the Bendigo campus, or September 22 at 4.30 pm on the Bundoora campus. Appointments will be limited to 10 minutes. Participants in the open session have the option of leaving with the Panel a short (maximum one A4 page) written summary of the information they have discussed. All comments made to the Audit Panel are treated in strict confidence and will not be attributed to individuals.