



Report on Response to AUQA's Report on the Audit of the University of Wollongong

September 2007

On 15 March 2006 AUQA's Report on the Audit of the University of Wollongong (UOW) was publicly released.

Commendations

The report included 13 commendations for a range of practices across UOW's areas of activity. Six practices have been included in AUQA's Good Practice Database:

- Heads and Associate Deans Leadership Program
- Facilitating Transition to Working Life: Management Cadetships
- Foundations of University Teaching Course
- Peer Assisted Study Sessions program
- Embedding Quality for Library Excellence
- Developing Graduate Attributes: Information Literacies Introductory Program

Recommendations and Affirmations

The report also included 13 recommendations and five affirmations relating to areas for improvement. To ensure that these matters were systematically addressed, a Quality Improvement (QI) Plan was developed by the Strategic Planning & Quality Office (SPQ), in close consultation with the University's Senior Executive, relevant Directors and other senior managers.

Monitored by the University Planning & Quality Committee (UPAQ), the QI Plan lists planned actions and progress against each recommendation and affirmation and in relation to other improvement suggestions included in the AUQA report. Progress reports for each item are updated bi-annually in consultation with the responsible managers and endorsed by UPAQ before circulation to key academic and general staff.

Bi-annual summary reports on progress against the full QI Plan are endorsed by UPAQ for presentation to Academic Senate and Council.

Other methods of communicating progress against the QI Plan to the University include:

- Presentations by the Deputy Vice-Chancellor (Academic and International) at major Planning Forums in 2006 and 2007
- Summary reports in the SPQ newsletter, linked from the University Planning & Quality website

A summary of actions taken by the University to address AUQA's recommendations, affirmations and selected improvement suggestions follows. This summary is based on the progress report to Academic Senate and Council (as at 30 August 2007).

Progress Report on Quality Improvement

THE INSTITUTION	
<p>Affirmation 1:</p> <p><i>AUQA affirms UOW's project to develop and fully populate a web-based, searchable policy database that includes sufficient document control information to ensure the integrity and the integration of all policies</i></p> <p><i>Ref: Report s. 1.2.5, p. 11</i></p>	<p>Executive Responsibility:</p> <p>Academic Registrar</p> <p>Action taken:</p> <ul style="list-style-type: none"> • UOW Policy Standard on Development and Management of Policies approved and being implemented, together with associated procedures, forms, templates and toolkits • Development of a searchable policy database under way, expected within the next 12 months <p>STATUS: Action ongoing</p>
<p>Recommendation 1:</p> <p><i>AUQA recommends that, in order to ensure the maintenance of effective senior management, UOW develop a clear strategy of business continuity and deputisations at senior levels</i></p> <p><i>Ref: Report s. 1.3.2, p. 12</i></p>	<p>Oversight:</p> <p>Chancellor</p> <p>Executive Responsibility:</p> <p>Vice-Principal (Administration)</p> <p>Action taken:</p> <p>Review of Delegations Policy:</p> <ul style="list-style-type: none"> • Major consultative review of delegation practice and policy conducted with participation by academic and administrative leaders • Revised Delegations of Authority Policy approved by Council on 9 February 2007 and published on UOW website <p>Implementation:</p> <ul style="list-style-type: none"> • Delegations actively exercised by pool of senior staff with authority under the policy • With regard to business continuity, a comprehensive system of professional development, mentoring and communication is in place to ensure that senior staff have the knowledge and leadership skills which enable them to: (i) exercise delegations appropriately; and (ii) be effective candidates for senior management positions as they become available • Delegations database searchable by position and delegation type under development to ensure that staff can easily view delegation details • Ongoing oversight by Chancellor with further amendments to delegations to be approved only by Council <p>STATUS: Action complete/Ongoing implementation</p>

<p>Recommendation 2:</p> <p><i>AUQA recommends that UOW consider establishing more specific qualitative and quantitative targets in its planning process in order to help determine and measure the pace and extent of progress against its strategic goals</i></p> <p>Ref: Report s. 1.4.1, p. 13</p>	<p>Executive Responsibility: Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Examples of good practice across sector collected • Review of UOW Strategic Plans initiated by University Planning and Quality Committee (UPAQ) on 14 September 2006 • Institutional Key Performance Indicators developed as part of draft 2008-10 Strategic Plan for consideration by Senate and Council (Aug/Oct 2007) • A Performance Monitoring Framework (PMF) linked to the 2008-10 Strategic Plan as a key instrument for recurrent tracking and for annual review of performance against Goals • The PMF, which identifies measures and targets, being developed with reference to best practice models and in consultation with major committees for implementation in 2008 <p>STATUS: Ongoing</p>
<p>Recommendation 3:</p> <p><i>AUQA recommends that UOW consider establishing a system of regular reviews of its academic units or otherwise ensuring that sufficient independent input is regularly obtained on a comprehensive range of academic and academic management issues</i></p> <p>Ref: Report s. 1.4.4, p. 15</p>	<p>Executive Responsibility: Deputy Vice-Chancellor (Operations) Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Examples of good practice across sector collected • Proposal for three-stage faculty review and reporting cycle developed in consultation with Deans and supported by Senior Executives; it involves: (i) quarterly assessment of performance against faculty plans (in place); (ii) review of annual faculty review reports (in place); and (iii) triennial review of faculty plans by Faculty Advisory Committees (to be formalised) • Proposal endorsed by UPAQ 30 August 2007 for consideration by Vice-Chancellor • Revision of Quality Review Framework and Faculty Advisory Committee Guidelines initiated to implement proposal (anticipated completion and approval early 2008) <p>STATUS: Ongoing</p>
<p>Improvement Suggestion:</p> <p><i>There is an opportunity to enhance the budgeting system by creating more synergy and coordination between and throughout the planning and budget cycles</i></p> <p>Ref: Report s. 1.4.3, p. 14</p>	<p>Executive Responsibility: Deputy Vice-Chancellor (Operations) Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Review of faculty and unit planning processes conducted and timing of planning reports aligned to budget cycle • Planning folios, highlighting risk assessments and strategic priorities from faculties and units, prepared as references for budget meetings with faculties and units

	<ul style="list-style-type: none"> Faculty and unit planning reports provided to DVC-O and budget officers to inform budget documentation and deliberations (July- August 2007) <p>STATUS: Action complete/Implementation ongoing</p>
<p>Affirmation 2:</p> <p><i>AUQA affirms the need for UOW to explore institutional relationships with appropriate partners that will enable benchmarking activities for monitoring of standards and quality improvement purposes</i></p> <p><i>Ref: Report s. 1.4.5, p. 16</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> Benchmarking status report, mapping benchmarking activities across UOW, updated as at March 2007 Performance indicators for Learning & Teaching (L&T) mapped across Australasian higher education institutions UOW risk assessment conducted to identify priority areas for L&T benchmarking UOW and University of Tasmania actively investigating establishment of formal benchmarking relationship <p><u>Other benchmarking developments include:</u></p> <ul style="list-style-type: none"> Participation in AUCEA benchmarking project to establish sector-wide measures for community engagement activities Participation in Pilot Program on Standards of Good Practice in Education Abroad, with site visit by Forum on Education Abroad (Nov 2006) Inclusion of benchmarking, as appropriate, in key strategies in Draft UOW Strategic Plan 2008-10 <p>STATUS: Action ongoing</p>
<p>Recommendation 4:</p> <p><i>AUQA recommends that UOW extend its risk management framework, guided by its Risk Management Policy and including methods of risk identification, assessment, treatment and monitoring, throughout the University</i></p> <p><i>Ref: Report s. 1.4.7, p. 17</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> Streamlined model for embedding risk management at an operational level developed following consultation Risk assessment and management table embedded in Faculty and Professional Unit Planning templates <i>Essential Guide to Faculty Planning</i> and <i>Essential Guide to Professional Unit Planning</i> developed, including a step-by-step guide to risk assessment Risk assessments included in Faculty and Unit Plans for 2008 (developed July/August 2007); forwarded to Internal Auditor to inform next revision of UOW Strategic Risks Register <p>STATUS: Action complete/ Implementation ongoing</p>

<p>Recommendation 5:</p> <p><i>AUQA recommends that UOW develop an approach to its various campus operations, whereby the purpose and inter-relationships of each campus are part of a comprehensive University plan</i></p> <p><i>Ref: Report s. 1.5, p. 18</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Options papers prepared for the strategic development of the Shoalhaven Campus and Education Centres at Batemans Bay, Bega, Moss Vale and Loftus • Draft Plans for the Shoalhaven Campus, BB/ Bega/ MV Education Centres and Loftus Education Centre developed in consultation with faculties, sites and the local communities • Plans endorsed by University Planning & Quality Committee (UPAQ) on 30 August 2007 for communication to sites, faculties and units; implementation for 2008-10 cycle to include annual progress reports to UPAQ with reference to KPIs • References to the purpose and inter-relationships of UOW's various campus operations and UOW Dubai integrated into draft UOW Strategic Plan 2008-10 <p>STATUS: Action ongoing</p>
---	--

STUDENTS	
<p>Affirmation 3:</p> <p><i>AUQA affirms UOW's recognition of the need to further develop systems to ensure that its graduate attributes are embedded in its curriculum, teaching and assessment practices, and of the need to ensure that this recognition is shared by all staff</i></p> <p><i>Ref: Report s. 2.2, p. 20</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <p style="padding-left: 20px;"><u>Stage 1</u></p> <ul style="list-style-type: none"> • Review of UOW Graduate Attributes and Tertiary Literacies Policy, with a view to developing a simplified, integrated framework • One set of Graduate Qualities for all students developed after extensive consultation with faculties, students and employers and with reference to good practice examples (nationally and internationally) • UOW Graduate Qualities Policy and Faculty Implementation Guidelines (and consequential policy amendments) approved by Council (17 Aug 2007) <p style="padding-left: 20px;"><u>Stage 2</u></p> <ul style="list-style-type: none"> • UOW Graduate Qualities Policy to take effect in 2008, with progressive implementation of strategies to embed qualities in curriculum, teaching and assessment practices <p>STATUS: Policy development phase complete/ Implementation phase commenced</p>

<p>Improvement Suggestion:</p> <p><i>Acknowledgement of UOW's aim to better define the UOW student experience and improve University-wide coordination</i></p> <p><i>Ref: Report s. 2.3.3, p. 21</i></p>	<p>Responsibility:</p> <p>Academic Registrar</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Student Survey Working Party established to improve tools and processes for obtaining and acting on student feedback • Student feedback on their experience at UOW obtained through a Student Experience Questionnaire and focus groups (2006) • Student Experience Strategic Project refocused to reflect improvement priorities identified by Working Party and in student feedback; project manager appointed • Student Goal developed for UOW Strategic Plan 2008-10, incorporating issues and priorities identified; measures for monitoring achievement of objectives to be developed as part of Performance Monitoring Framework (see under Recommendation 2 above) <p>STATUS: Ongoing</p>
---	---

LEARNING & TEACHING

<p>Recommendation 6:</p> <p><i>AUQA recommends that UOW routinely conduct comparative analyses of student learning outcomes across its various modes and locations of teaching as one way of monitoring equivalence</i></p> <p><i>Ref: Report s. 3.2.6, p. 26</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Consultation process conducted, involving Transnational Programs Unit, Education Centre Coordinator, Planning Services and key faculty staff • Offshore Programs Advisory Committee (OPAC) Terms of Reference revised to incorporate annual review of comparative data • Comparative Student Outcomes – Reporting Procedure developed involving (1) biannual data reports to key faculty and central personnel and (2) annual reports to Overseas Programs Advisory Committee and the Quality Assurance Sub-Committee of the University Education Committee (endorsed by UPAQ 30 August 2007) • Reporting Procedure to be trialed September 2007 with full implementation planned for Spring Session 2007 results <p>STATUS: Action ongoing</p>
<p>Improvement Suggestion:</p> <p><i>It may be appropriate to attend more fully to the professional preparation of casual staff</i></p> <p><i>Ref: Report 3.3.3, p. 28</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • University-wide Sessional Teaching Staff Steering Committee established • UOW Sessional Teaching Staff Project contributing to a

	<p>national Carrick project with eight other universities</p> <ul style="list-style-type: none"> • Mapping of current Faculty practice and University-wide policy and guidelines under way • Existing University-wide mandatory Casual Academic Induction being extended to include section on Services for Students and Services for Staff • Faculty trials initiated to improve professional development of, support for and communication with sessional teaching staff • Research project investigating efficacy of a Tutor's Discussion Forum to promote peer learning and engagement in distributed teaching teams • Liaison officer appointed to support ongoing provision of professional development opportunities for staff at other teaching sites <p>STATUS: Action ongoing</p>
<p>Affirmation 4:</p> <p><i>AUQA affirms the need identified by UOW to develop a systematic approach to effecting the link between research and teaching in order to promote learning as, inter alia, a process of inquiry</i></p> <p><i>Ref: Report s. 3.6, p. 30</i></p>	<p>Executive Responsibility: Deputy Vice-Chancellor (Academic and International) Deputy Vice-Chancellor (Research)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Pilot project to strengthen the teaching-research nexus in the School of Earth and Environmental Sciences through coursework programs in the archaeological sciences • Background paper developed based on outcomes of the Nexus Project (2001-2002), examples of "the nexus in practice" at UOW and examples of practices/statements from other universities • Key strategies incorporated in the University Strategic Plan 2008-10, to be implemented and reported upon at a faculty level from 2008 • Strategic Project established (mid 2007) – "Defining and Capitalising on the Relationship between Learning and Research" <p>STATUS: Action ongoing</p>

RESEARCH & RESEARCH TRAINING	
<p>Recommendation 7:</p> <p><i>AUQA recommends that UOW further develop and communicate systems to ensure that its Research Graduate Attributes are embedded in its curriculum, supervision and assessment practices</i></p> <p><i>Ref: Report s. 4.2.2, p. 33</i></p>	<p>Executive Responsibility: Deputy Vice-Chancellor (Research)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Major review of undergraduate Graduate Attributes (now Qualities) completed (see Affirmation 3 <u>above</u>) • One set of overarching Graduate Qualities (GQ), to apply to all students including research students, developed after extensive consultation • Code of Practice – Supervision revised to clarify application of GQ Policy to research students and the

	<p>role of supervisors in supporting the further development of the qualities as appropriate</p> <ul style="list-style-type: none"> Streamlined framework supported by key University personnel and approved by Council 17 August 2007, to apply from 1 January 2008 <p>STATUS: Action ongoing</p>
<p>Recommendation 8:</p> <p><i>AUQA recommends that UOW communicate and practice clear and consistent policy on the intellectual property rights of its students</i></p> <p><i>Ref: Report s. 4.3.3, p. 35</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Research)</p> <p>Action taken:</p> <ul style="list-style-type: none"> Intellectual Policy (IP) Policy Framework developed; policies and guidelines address Student Assignment of IP and Precedent Student Assignment of IP Deed (approved by Council 23/06/06) Reimbursement fund established to support students to seek independent legal advice before signing IP Assignment Deeds IP included in orientation for new research students (from 2006) Information package (including guidelines) distributed to students as required Supervisor training includes a module on IP Protection that addresses student IP issues and their management Fellow, Visiting Student and Volunteer Assignment of IP Policy approved by Council 6 July 2007 Implementation progressing smoothly <p>STATUS: Action complete/ Implementation ongoing</p>
<p>Affirmation 5:</p> <p><i>AUQA affirms the need identified by UOW to improve its biosafety management</i></p> <p><i>Ref: Report s. 4.4, p. 35</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Research)</p> <p>Action taken:</p> <ul style="list-style-type: none"> Audit and surveys conducted to determine appropriate biosafety requirements (2005) Biosafety Manual developed with Protocols, Guiding Principles and Guidelines (April 2006); OH&S system documents updated Biosafety risk assessments and training conducted, corrective action plan completed, physical inspections conducted and a register of all containment facilities compiled Biosafety Self Assessment carried out in September 2007 with any required actions to follow <p>STATUS: Procedure development phase complete/ Implementation and monitoring ongoing</p>

INTERNATIONALISATION	
<p>Recommendation 9:</p> <p><i>AUQA recommends that UOW strengthen its quality controls in relation to how it promotes itself and its programs, with particular emphasis on its promotion to international markets</i></p> <p>Ref: Report s. 5.2, p. 37</p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • A new policy – “Production of Marketing Material and Use of UOW Brand” – approved by Council on 13 October 2006 • Policy communicated to key UOW staff (including Deans & Snr Exec) and offshore partners • Website for off-shore partners under development to facilitate access to current marketing copy and guidance for the production of materials (anticipated completion end 2007) • Communication plan under development for the roll out of the site <p>STATUS: Action ongoing</p>
<p>Improvement Suggestion:</p> <p><i>The level of uptake of study abroad opportunities is well below available opportunities. There is considerable scope for improvement in terms of embedding study abroad programs into the UOW experience</i></p> <p>Ref: Report s. 5.4, p. 38</p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Study Abroad Office relocated to Student Central (Jan 2006) • Continuing focus on semester exchange to specific disciplines; key languages staff engaged to identify new ways to promote the language program opportunities • The International Studies Minor reviewed and being embedded within faculty degree structures • 2007 Exchange Promotional Strategy reviewed and implementation of outcomes under way • Exchange Promotions Officer appointed (Jan 2007) • Sample surveys of student groups to take place during Spring Session 2007 • OS-HELP loans have acted as an incentive plus UOW travel grants (\$194,000 in 2005, \$398,000 in 2007) • 30% increase in the number of participants since 2005 <p>STATUS: Action ongoing</p>
<p>Recommendation 10:</p> <p><i>AUQA recommends that UOW establish a more comprehensive framework for the quality assurance of its offshore activities, perhaps overseen by a high level University committee</i></p> <p>Ref: Report s. 5.5.1, p. 39</p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Director of Transnational Programs appointed (1/08/06) – responsible for managing UOW’s offshore programs in the Asia region, and related international collaborations • Offshore Programs Advisory Committee (OPAC) established Sept 2006 to advise the Vice-Chancellor on UOW’s offshore collaborative teaching programs

	<p>resulting in UOW awards</p> <ul style="list-style-type: none"> • Course Approval Framework, developed after extensive consultation, to be implemented following endorsement by VC • A Framework for Offshore Course Reviews developed, for implementation by end of October 2007 for November reviews • Audit Process for subjects taught offshore approved by OPAC; audits to be conducted October/November 2007 to identify compliance issues and further improvement opportunities <p>STATUS: Action ongoing</p>
--	--

COMMUNITY ENGAGEMENT	
<p>Improvement Suggestion</p> <p><i>All staff recognise that the University serves a range of communities but few were able to articulate specific goals or strategies</i></p> <p>Ref: Report s. 6.1, p. 41</p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <p><u>Progress:</u></p> <ul style="list-style-type: none"> • “Embedding Community Engagement” presentation progressively delivered to faculties in 2006 - 2007 • ‘Embedding CE in Teaching and Learning’ presentation to Deans in Dec 06 – follow up planned for 2007 • CE presentation delivered to UOW Planning Conference June 2007 • Strong response to new award and grant scheme across all faculties and campuses – 12 nominations received for inaugural CE staff award in 2006, 13 in 2007; 31 expressions of interest received for 2007 Community Engagement Grants with 17 projects funded since 2005 <p>STATUS: Action ongoing</p>
<p>Improvement Suggestion</p> <p><i>The University could improve how it interacts with the community. An increased emphasis on seeking input from the community and letting the community know about the good things that are happening within the University and the potential contributions it has to offer may be beneficial.</i></p> <p>Ref: Report s. 6.2, p. 42</p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Major community perceptions survey “Understanding Our Community” Dec 2005 – over 800 residents surveyed within Illawarra, Shoalhaven & Bega/ Eurobodalla; follow up survey planned for late 2007 • Revised Community Engagement Communications Plan developed (March 2006), in response to survey • “A University Engaged” booklet published June 2007; new corporate video released June 2007 • Agreement between with Prime TV to screen free UOW “community segments” reached in 2006 • New publication <i>UniSpeak</i> – a bimonthly newsletter targeted at schools launched early 2006

	<ul style="list-style-type: none"> • Over 120 Media Releases issued in 2006; 146 in first half of 2007 • New “Community Connections” supplement published in South Coast Register (Nowra newspaper) in November 2006; two “Community Connections” supplements in Illawarra Mercury in 2006 • Quarterly ‘Campus News’ and monthly online ‘UOW Community News’ published • Forum held to obtain community input into strategic directions for UOW for 2008-10 – January 2007 <p>STATUS: Action ongoing</p>
--	---

BUSINESS & INFRASTRUCTURE

<p>Improvement Suggestion:</p> <p><i>Students at the Sydney Business School and Wollongong University College* Sydney do not enjoy equivalent access to Library resources. This is evident in relation to hard copy holdings, variable student awareness of electronic resources and gaps in the provision of intercampus delivery services</i></p> <p><i>*Now Wollongong College Australia (WCA)</i></p> <p><i>Ref: Report s. 7.1.4, p. 45; s. 9.3.6, pp. 59-60</i></p>	<p>Executive Responsibility:</p> <p>Deputy Vice-Chancellor (Academic and International)</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Intercampus Document Delivery (ICDD) enhanced with the introduction of an online request form to expedite requests and allow desktop delivery of article requests to clients at satellite sites <p><u>WCA</u></p> <ul style="list-style-type: none"> • ICDD service implemented March 2006; from October 2006, WCA has no longer operated in Sydney <p><u>Sydney Business School (SBS)</u></p> <ul style="list-style-type: none"> • ICDD service implemented SBS February 2007 • SBS Librarian appointed on a permanent basis (Sept 2007) to provide information and research help services, information literacy education and contribute to collection development • Circulating collection established and information literacy support in place • Circulation system established to facilitate borrowing of the SBS collection <p>STATUS: Action complete</p>
---	--

STAFF

<p>Recommendation 11:</p> <p><i>AUQA recommends that UOW, in keeping with its principles and values, take immediate steps to address the disproportionately low number of women at senior levels in the organisation</i></p> <p><i>Ref: Report s. 8.5, p. 49</i></p>	<p>Executive Responsibility:</p> <p>Vice-Chancellor</p> <p>Action taken:</p> <ul style="list-style-type: none"> • Range of strategies developed and actively pursued, including: gender equity brief to recruitment firms, enhanced mentoring programs and promotion workshops for academic women; training for Academic Promotion Committee members
---	---

	<ul style="list-style-type: none"> • Benchmarking activities undertaken to identify best practice • Recruitment Policy reviewed to include gender balance requirements on interview panels; faculty reviews of Faculty Equity Plans supported • “At Home and In Touch” package developed and distributed for employees on parental leave – to be available on Work-Life Balance web site (under development) • “Switched On Series” (integrated development programs for Academic Women) first two sessions conducted; programs to be reviewed in 2007 • Employment of Choice for Women Citation achieved in 2007 • Active recruitment of women at higher levels, with 11 appointment/promotions at professorial level or above since mid 2006 <p>STATUS: Action ongoing</p>
--	---

CONTROLLED ENTITIES

Recommendation 12:

AUQA recommends that UOW immediately resolve and communicate to students which degree current students at UOWD will receive upon graduation

Ref: Report s. 9.2.3, p. 53

Executive Responsibility:

Deputy Vice-Chancellor (Academic and International)

Action taken:

- Issue resolved by University Council (25/11/05) and communicated to students at UOWD and relevant stakeholders
- UOWD degrees are now being conferred by the UOWD Board of Trustees; the recipients of UOWD degrees (all of which are quality assured by UOW) can exchange their UOWD degree for an equivalent UOW degree
- Communication to students regarding new degree arrangements via: individual letters sent to graduates in 2005; UOWD website; UOWD Student Catalogue; UOWD Student Handbook
- All staff informed of the new degree arrangements and how to advise students; key staff trained to communicate arrangements to current and prospective students
- Meeting with UOWD Student Representative Council to confirm arrangements
- UAE Ministry of Higher Education and Scientific Research notified of degree arrangements between UOWD and UOW

STATUS: Action complete

Recommendation 13:

AUQA recommends that UOW clarify the registration status of the Wollongong University College; the accreditation status of diploma programs offered by WUC*; and the enrolment status of WUC* students, in accordance with MCEETYA's National Protocols for Higher Education Approval Processes*

** Now Wollongong College Australia (WCA)*

Ref: Report s. 9.3.7, p. 60

Executive Responsibility:

Deputy Vice-Chancellor (Academic and International)

Action taken:

- ITC Education (trading as WCA) registered by NSW DET as a Higher Education Provider (Feb 2006) and Diploma programs accredited
- From February 2007, all students in the new WCA Diploma course will receive a WCA award under the new accreditation arrangements
- Terms of Reference of WCA Academic Board amended to enable it to confer awards on WCA students who have satisfied the conditions to receive the award of Diploma (Aug 2006)
- Conferral of Award Policy approved by WCA Academic Board (Dec 2006)
- Project Plan being implemented to ensure smooth transition following acquisition of HEP status, coverage includes: review of WCA policies and their application; integration of fees systems (completed); continuation of articulation and advanced standing arrangements; QA procedures
- WCA governance structures under review
- Procedures for issuing testamurs and credit-bearing transcripts to students still receiving UOW Diplomas reviewed and measures put in place to ensure compliance with UOW By-Laws

STATUS: Action ongoing