

## Course Approval Panel

### Purpose

The Course Approval Panel (CAP) makes recommendations to the Academic Board on new course proposals and major changes to existing courses. In pursuit of this purpose the CAP will:

- consider new course proposals to ensure that they comply with internal and external accreditation rules (eg, the TEQSA Higher Education Standards and LACC/APLEC National Competencies);
- consider changes to existing courses to ensure that course aims, learning outcomes and assessment remain in alignment and that the integrity of the original course accreditation is not impaired;
- maintain a high standard of teaching and learning in all programs by reference to outcome and evaluation data;
- use outcome and evaluation data to inform developments and improvements in curriculum and delivery.

### Terms of Reference

- to accredit and/or amend courses in compliance with the TEQSA Higher Education Standards;
- to accredit and/or amend courses in contemplation of the Principles in Research and Scholarship;
- to accredit and/or amend courses in contemplation of the Principles in Teaching and Learning;
- to accredit and/or amend courses in contemplation of the Principles of Engagement with the Profession and Community.

The panels do not have any final authority with respect to internal accreditation but provide a report with recommendations to the Academic Board. The Academic Board endorses (or not) that report (and recommendations) before passing it on to the Board of Governors for a final determination.

### Membership

Membership of each CAP is determined on an ad hoc basis and always includes the Chief Academic Officer (or his/her delegate), a College lecturer not associated with the course being approved or amended, the Director, Academic Policy and Quality (as secretary) and at least one external academic and one external industry representative.