

# 'First Pass' Comprehensive Academic Course Review assessment

## Introduction

James Cook University is registered as a Self-Accrediting Authority on the National Register of Higher Education Providers. The University has the requisite systems and processes in place to ensure all its programs and courses of study are reviewed on a regular basis, and this review cycle includes a major review every 5-7 years.

The review of its academic programs adheres to the principles of quality management outlined in the University's Quality Enhancement Framework.

This 'first pass' is to be completed jointly by QPA and the relevant Academic Division. The results will be used to inform the needs assessment for the course's Comprehensive Academic Course Review. For further information please refer to the **Academic Course Review Procedure** located under the **Procedure Tab** on the [Quality, Planning and Analytics Policy Landing Page](#).

## Course details

<b>Course Name</b>	
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<b>Course Type</b>	Pathway	Undergraduate	Postgraduate
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<b>Course Code</b>		<b>Owning Division</b>		<b>AQF Level</b>	
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## External review

Qual. Indicator	Indicator	LOW (Value=1)		MEDIUM (Value=2)		HIGH (Value=4)	
1	Course accreditation profile	External accreditation in place – no mandatory conditions		External accreditation in place - with conditions		No external accreditation	
2	Course Learning Outcomes (valid, aligned, reliable, transparent)	Clear and comprehensive mapping		Gaps in mapping		No mapping or ad hoc attempts at parts	
3	Course Assessment – Methodology, mapping to learning outcomes	Clear and comprehensive mapping of learning outcomes to assessment		Gaps in mapping		No mapping or ad hoc attempts at parts	
4	Student experience	Feedback stable ≥ 80% over past 3yrs		Feedback stable @ 70-80% over past 3yrs		Feedback declining and/or < 70% over the past 3 years	
5	Industry Linkage	Formal and planned industry collaboration		Some industry collaboration		No industry collaboration	
6	Scale: Overall size	≤ 20 EFTSL		21 – 79 EFTSL		≥ 80 EFTSL	
7	Student Commencing Enrolment Trend	Increasing Trend		Flat		Declining Trend	
8a	Student Completion (Pathway)	Completion 75% over past 3yrs	N/A	Completion 70-75% past 3 yrs OR <75% but improving over 3 yrs	N/A	Completion <70% past 3 yrs.	N/A
8b	Student Retention (Undergraduate)	Retention stable and positive ≥75% over past 3 yrs.	N/A	Retention stable @70-75% past 3 1-2 significant student issues	N/A	Retention declining and/or <70% past 3yrs Numerous student issues	N/A
8c	Student Retention (Postgraduate)	Retention ≥ 65% over past 3 yrs.	N/A	Retention 60-65% past 3 yrs.	N/A	Retention < 60% past 3 yrs.	N/A
9	Financial Performance	Gross Contribution Margin ≥ 5% of Divisional Target		Gross Contribution +/- 5% of Divisional Target		Gross Contribution <5% of Div Target	

Final Assessment Indicators

## First Pass Assessment

7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Simple								Desktop					Panel Interview			Panel Visit					

Comment/Variation

Signed off by Office of Academic Quality and Strategy

Signature \_\_\_\_\_ Date \_\_\_\_\_