

Institutional Academic Moderation Policy

Approved by	Academic Board
Approval date	24 April 2023
Previous approval date(s)	17/02/2020, 07/05/2018, 27/02/2017, 11/07/2016, 04/05/2015, 02/03/2009
Date for Review	2028
Responsible Officer(s) and Committee(s)	Director of Academic Strategy Academic Board
Related documents	Institutional Academic Moderation Procedure
Higher Education Standards (2021)	5.3, 6.3.1, 6.3.2
National Code (2018)	

1. Purpose

This policy assists the Academic Board and the teaching bodies to ensure that:

- a. student learning is prioritised and delivered with excellence;
- b. SCD's high academic quality standards are maintained and uniformly applied across the various teaching bodies;
- c. TEQSA's regulatory requirements as outlined in the Higher Education Standards Framework and Provider Category Criterion, CRICOS and ESOS regulatory requirements are met and maintained through SCD's policy driven governance structure, monitoring and review processes that support continuous improvement and best practice.

2. Scope

This Policy applies to all 'teaching bodies' of SCD including Member Institutions and the Sydney Korean Theological College.

3. Definitions

The Policy Document Glossary applies to this policy.

The following definitions also apply to this policy:

Term	Definition
<i>Moderation Panel</i>	<p>Means the Academic Board will approve a panel of Moderators to review the teaching body that will include at least two Professors or Associate Professors who must have an appropriate understanding of:</p> <ul style="list-style-type: none"> a. the SCD consortia governance structures and associated academic policy and procedures; b. TEQSA's regulatory requirements including the Higher Education Standards Framework, Provider Category Criteria, and where relevant the regulatory requirements for CRICOS, ESOS Act and the National Code.

4. Statements and Objectives

4.1 Each Member Institution and the SCD Korean School of Theology will undergo one full moderation an Institutional Academic Moderation every five years.

4.2 The Institutional Academic Moderation is a comprehensive review of all educational aspects of the teaching body covers covering every area that impacts on the student learning experience and quality of academic operations.

4.3 Notice of Moderation

4.3.1 The Academic Board will prepare and publish in advance the schedule of Institutional Academic Moderations to take place within a five (5) year period.

4.3.2 Teaching Bodies will be given three (3) months' notice to any planned site visit.

4.4 Moderation Panel

4.4.1 The Academic Board will approve a panel of Moderators to review the teaching body that will include at least two Professors or Associate Professors who must have an appropriate understanding of:

- a. the SCD consortia governance structures and associated academic policy and procedures;
- b. TEQSA's regulatory requirements including the Higher Education Standards Framework, Provider Category Criteria, and where relevant the regulatory requirements for CRICOS, ESOS Act and the National Code.

4.4.2 The Academic Board may choose to approve additional panel members deemed appropriate for the Institutional Academic Moderation process.

4.5 Reporting

4.5.1 At the conclusion of the review the Moderation Panel will:

- a. present a draft report to the teaching body, providing an opportunity for a response before it is presented to the Academic Board.
- b. finalise the Report for the SCD Academic Board noting any commendations, recommendations for improvement and include any response comments from the teaching body.

4.5.2 The SCD Academic Board will receive the Report and at its discretion make any recommendations for follow up including any suggested Implementation Plans for the teaching body based upon the recommendations for improvement or outlining any conditions to be met for process adjustments.

5. Related Procedures and Forms

5.1 The process for SCD's Institutional Academic Moderation will be implemented according to the Institutional Academic Moderation Procedure outlined in Appendix 1 of this Policy.