



Senate Assessment Committee Terms of Reference

1. Role

The Senate Assessment Committee advises the Senate Education Committee on assessment practices, standards, and award integrity across the University. It provides recommendations to support continuous improvement to meet the Higher Education Standards.

2. Functions

The Committee assists with providing academic oversight relating to Standards 1.4, 2.1, 2.2, 2.3, 2.4, 5.2, 5.3, 5.4, 6.3.1.b, c, d, 6.3.2.d, f, g, h, 6.3.3 of the Higher Education Standards Framework.

- a. Monitor and advise the Academic Senate on assessment policies, procedures, and guidelines, in collaboration with Faculty and/or School Committees, University Research Institutes, and Third Party Providers
- b. Identify, promote, and report on good assessment practices, including benchmarking within the University and with other institutions
- c. Receive and review reports following each teaching term from Faculties and Schools, and, where appropriate, University Research Institutes and Third-Party Providers, which include:
 - summaries of approved subject results;
 - identification of significant variability, anomalies, and trends;
 - recommendations for improvements in assessment practices
- d. Monitor processes that ensure consistency, reliability and validity of assessment across markers, campuses, student cohorts, and equivalent subjects delivered by Third Party Providers
- e. Oversee the implementation, monitoring, and enhancement of the University's assurance of learning strategy, including reviewing reports on academic misconduct, identifying risks, trends, and opportunities for improvement.

The Committee has the power to obtain information or reports from any Faculty, School or Discipline, the Library or any academic unit on academic matters relating to learning and teaching.

The Committee reports regularly on its activities and approvals under delegations of authority to Academic Senate.

3. Membership

- a. Deputy Chair, Academic Senate (Chair)
- b. Pro Vice-Chancellor Learning & Teaching (Deputy Chair)
- c. Pro Vice-Chancellor, Indigenous Education or nominee
- d. Pro Vice-Chancellor, Global Partnerships and Transnational Education, or nominee
- e. Chief Executive Officer, The College, or nominee
- f. Pro Vice-Chancellor, Quality and Integrity
- g. Registrar or Deputy Registrar
- h. Postgraduate Coursework Student, elected by and from the undergraduate students of the University
- i. Undergraduate Student, elected by and from the undergraduate students of the University
- j. Associate Dean, Education and Students, Faculty of Health
- k. Associate Dean, Education and Students, Faculty of Engineering, Computing and Science
- l. Associate Dean, Education and Students, Social Sciences, Arts, Business, Education and Law
- m. Dean, Graduate Research School
- n. Director, Learning Experience

4. Chairing of Meetings

Meetings are chaired by the Chair. In their absence the Deputy Chair will preside. If neither the Chair nor the Deputy Chair are present, the committee will elect a chair from its membership for the duration of that committee.



5. Meeting Frequency

The Senate Assessment Committee meets monthly, as required. Extraordinary and electronic meetings may be scheduled at the discretion of the Chair to consider urgent matters.

6. Quorum

Quorum is one-half (or if one-half is not a whole number, the whole number next higher than one-half) of the total number of members for the time being of the Committee. If a quorum is not present within 30 minutes of the stated commencement time, the meeting shall automatically lapse and the business on the agenda shall be included in the agenda for the next meeting.

Approved at Academic Senate on 5 December 2025.