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# Academic Policies Framework

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# Academic Policies Framework

## Policy Statement

Governance Institute of Australia (hereafter referred to as Governance Institute) aims to provide contemporary, evidence-based education focussed on and responsive to whole-of-organisation governance, delivered under the brand of Governance Academy. Governance Institute is committed to providing a quality learning environment based on the principles of academic innovation, fairness and equity and its core values of ethics, integrity and professionalism.

## Aims and Objectives

1. Principal strategies of Governance Institute include:
  - a. to differentiate the GIA's educational and training offerings from other providers by excellence in delivery by experts with relevant experience in practice as well as the highest academic excellence in their field;
  - b. partnering with organisations to be an applied learning provider;
  - c. targeting priority workforce needs;
  - d. valuing and modelling critical reflection in its education and training delivery to develop reflective governance professionals;
  - e. ensuring all its higher education and other non-accredited courses reflect national regulatory requirements;
  - f. developing flexible, responsive and contemporary education and training courses informed by national and international best practice and research;
  - g. implementing best practice approaches to engage and consult with key partners, the education workforce, students and the governance community in the development, delivery and evaluation of its education and training courses;
  - h. designing and delivering education and training courses tailored to student need; and

- i. designing and embedding incentive strategies to attract students to its education and training offerings.

## Overview

2. Governance Institute's Academic Board (hereafter referred to as the Academic Board) is accountable to Governance Institute's Board of Directors (hereafter referred to as the Board) for promoting and monitoring the academic quality, standards and values of Governance Institute academic activities, and approving academic policies, with the exception of the Academic Board Charter which is approved by the Board.

## Definitions

3. For the purpose of this policy:
  - **Academic Policies:** means policies that are approved by the Academic Board as per the Academic Board Charter.
  - **The Framework:** is organised into four overlapping domains that relate to course design standards, course delivery standards, course support standards, and course impact standards.
4. This document sets out the framework of academic policies that have been approved by the Academic Board and shows how they are related to each other and to other relevant policies.
5. The Academic Board has approved a comprehensive set of academic policies that fulfil its obligations as per the Academic Board Charter, assisting Governance Institute in meeting its higher education legislative obligations and assuring the academic quality and standards of Governance Institute's education and training courses.
6. Individual academic policies may contribute to one or more of the following domains:

## Part 1 — Course Design Standards

7. This domain includes the policies that relate to:

- a. fundamental curriculum principles, structure and nomenclature of postgraduate coursework; and
  - b. approval of awards, articulation pathways and advanced standing, including arrangements for external advisory committees.
8. The following policies relate to the fundamental curriculum principles, structure and nomenclature of Governance Institute's academic awards:
- a. Graduate Attributes Policy.
9. The following policies relate to the approval of awards, articulation pathways and advanced standing, including the arrangements for external advisory committees:
- a. Advanced Standing Policy;
  - b. Articulation Pathways Policy;
  - c. Award Courses and Subjects Approval Policy;
  - d. Non-award Courses Approval Policy [DRAFT];
  - e. External Advisory Committees Policy.

## **Part 2 — Course Support Standards**

10. This domain includes the academic policies that relate to the support of Learning and Teaching in postgraduate coursework awards and other non-accredited training. These are organised according to a student's progress through a course and include Governance Institute's policies on special consideration and student support.
11. These policies provide a clear administrative and support framework to guide students through their enrolment at Governance Institute, including provision for illness, misadventure and processes for resolving appeals and complaints:
- a. Admissions Policy
  - b. Enrolment Policy

- c. Graduation and Awards Policy
- d. Progression and Unsatisfactory Academic Progress Policy
- e. Special Consideration Policy
- f. Student Fees Policy
- g. Student Grievance Policy
- h. Student Support and Responsibilities Policy
- i. Tuition Assurance Policy (Statement of Tuition Assurance)

### **Part 3 — Course Delivery Standards**

- 12. This domain includes the academic policies that relate to the delivery of Learning and Teaching:
  - a. Referencing Styles Policy
  - b. Subject Learning Guides Policy

### **Part 4 — Course Impact Standards**

- 13. This domain includes the academic policies that relate to criterion and standards-based assessment; monitoring and improvement of Learning and Teaching Quality, including the responsibilities of the Academic Board and its subcommittees; and Governance Institute's approach to Ethical Scholarship.
  - a. Academic Policy Development Framework;
  - b. Assessment Policy;
  - c. Academic Board Charter;
  - d. Examinations Policy;
  - e. Academic Quality Assurance Policy;
  - f. Recognition of Equivalence of Professional Experience to Academic Qualifications Policy;

- g. Review of Grade Policy;
- h. Student Academic Misconduct Policy;
- i. Student Code of Conduct;
- j. Student Feedback Policy.

## Version History

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Current version	2.1
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\*\*\*\*\*END OF POLICY\*\*\*\*\*