



Engineers Australia Working Group

Progress Report- 15/11/2024

The Engineers Australia Accreditation Working Group was established to facilitate the effective implementation of recommendations from the 2021 reaccreditation process. The group is committed to driving continuous enhancement of the educational experience and outcomes for all students while ensuring compliance with accreditation and university governance requirements.

Key Activities and Highlights

Since its initiation in February 2024, the Engineers Australia Accreditation Working Group has convened six times, chaired by Professor Jayashri Ravishankar and comprising the following members: John Shepherd (CSE), Simit Raval (MERE), Lauren Kark (BIOM), Santosh Shrestha (SPREE) Pierre Le Clech (CEIC), Toan Phung (ELEC), Steven David (CVEN), Charitha de Silva (MECH), Owen Standard (Mat Sci), Stuart Clark (Director of Gov), Will Armour (Education Innovation), Fiona Honeyman (Academic Programs), and supported by Kelly Man (Secretary), Amy Dong (Education Quality Officer), Gianna Foong (Accreditation & Strategic Projects Lead).

To facilitate the effective implementation of the relevant Engineers Australia recommendations, a standardised response template was developed for the Schools to provide their response, alongside a tracking system to ensure sufficient progress on each recommendation. Progress on the completion of these recommendations is summarised in the table linked below:

[Progress Update 22102024.xlsx](#)

Additionally, a SharePoint folder structure was established to streamline documentation management. A request has been sent to School representatives to populate these folders with essential Faculty Committee documentation, including meeting packs, minutes, and action items necessary for the Engineers Australia reaccreditation data pack.

Example:

- Annual Program Review Reports
- External Relations Committee
- Health & Safety
- Industry Advisory Committee
- Learning & Teaching Committee
- Research Management Committee
- School Board Meetings
- School Governance Procedure
- School Management Committee

The Associate Dean Education supported by the Academic Programs and Education Innovation Teams are developing a comprehensive faculty-wide Quality Assurance Framework to address mandatory requirements and recommendations from Engineers Australia.

The Faculty take an overarching Quality Assurance role to ensure that all schools:

A. Have a consistent approach to, and format for, curriculum mapping. (AP5, QS4)

B. Develop and adopt a standardised course outline format for all schools to ensure appropriately and consistently written Course Learning Outcomes which accurately describe each course. (AP1, AP2)

C. Develop and review in consultation with appropriate stakeholders an integrated specification of graduate outcomes for each discipline of the Bachelor of Engineering (Honours) and Master of Engineering programs. (AP1, AP2)

D. Disseminate CLOs, integrated graduate specifications and Stage 1 competencies in a consistent and clear format to students as a key reference for reflection on progressive development. (QS4)

E. Have active and engaged Industrial Advisory Boards which have appropriate Terms of Reference and membership, and consistent meeting and reporting time frames and procedures that effectively allow for continuous improvement of the graduate specification of the relevant program and curriculum. (QS1, QS3)

F. Have a consistent approach to monitoring and supporting students considered 'at risk' (OE5)

G. Rigorously implement Academic Integrity processes and follow up. (OE5, QS3, QS4)

(Mandatory 2, now Recommendation 15 EA General Review 2021)

Key accomplishments under this framework include:

- **Consolidation of Committees:** Merging the Academic Programs Committee and Quality Assurance Committee into the Faculty Education Committee, and encompassing the Faculty Assessments Results Group reporting.
- **Updated Terms of Reference:** A new Terms of Reference for the Faculty Education Committee has been established.
- **Refined Membership:** The membership of the Faculty Education Committee has been renewed and refined to enhance representation and effectiveness.
- **Course Review Procedure:** A new comprehensive course review procedure has been developed to ensure consistency and quality, particularly focused on improvement in assessment design and Course Learning Outcomes.
- **Optimised Governance Workflow:** An optimised governance workflow for ECLIPS has been created to improve operational efficiency.
- **Position Descriptions:** Development of position descriptions for Specialisation Leads, Academic Advisors, School Student Integrity Advisor, Deputy Head of School (in progress) with School based workload allocation.
- **Standardised Results Processing and School Assessment Results Group Reporting:**

Other Accreditation Working Group accomplishments:

- **Development of Accreditation Project site for Next Review:** The working group approved the timeline and deadlines for the next Engineers Australia General Review



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- **Uniform Self-Study Report Template:** A standardised template for schools to prepare their Self-Study reports has been developed and will be distributed in early 2025.

Next Steps

The Engineers Australia Accreditation Working Group will focus on the following key actions in the upcoming months:

- Completion of Recommendations: Ensure the full implementation of all outstanding recommendations from the 2021 Engineers Australia General Review
- Implementation of the Quality Assurance Framework: Continue the rollout of the comprehensive Quality Assurance Framework, which includes:
- Development and finalisation of standardised academic leadership position descriptions for key roles, including the Specialisation Lead, Academic Advisor, Deputy Head of School, and School Student Integrity Advisor.
- Achieving agreement from School leadership regarding academic workload allocation to support the effective implementation of the academic leadership roles.
- Development of a robust curriculum mapping framework to improve the clarity in each specialisations Integrated Specification of Graduate Outcomes (ISGOs)
- Review and refinement of the Engineering Course Quality Standards
- A web-based system is being developed to publish the Integrated Stream Graduate Outcomes (ISGO) for each program stream, facilitating ongoing maintenance to ensure that the ISGOs remain up-to-date and relevant
- Review and standardisation of Academic Integrity processes and follow up
- Audit of Faculty website and update of outdated information
- School-initiated benchmarking exercise
- Establishment of regular focus groups



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