

## VET Curriculum and Quality Committee

The VET Curriculum and Quality Committee (VETCQC) is a committee of the University's Academic Board.

### Terms of Reference

#### Purpose

The purpose of VET Curriculum and Quality Committee (VETCQC) is:

1. To have broad responsibility in the domain of new courses, review and accreditation of programs and integrity of education offerings in Vocational and Education Training (VET).
2. To ensure the achievement of the highest possible quality standards in VET teaching and VET practice at Federation University Australia.
3. To ensure the ongoing compliance of the University with all aspects of VET regulation including the requirements of the Australia Qualifications Framework, Australian Skills and Quality Authority (RTO Standards), and other relevant state regulators.
4. To recommend all additions to and deletions from the University's Scope of Registration.
5. To oversee the development of the VET Quality Assurance system at the University.

#### Responsibilities

1. Receive, consider and respond to reports from, and provide advice to the University on all aspects of VET curriculum design and assessment.
2. Recommend to Academic Board and the CEO Federation University Australia, all additions and to and deletions from the Scope of Registration as recommended by TAFE School Boards.
3. Oversee the development of the University's VET Quality Assurance system.
4. Oversee the maintenance of registration with ASQA and the VRQA and ensure the University's compliance with auditing requirements from all VET regulatory bodies.
5. Ensure the University's compliance with all VET regulatory standards
6. Oversee VET assessment processes, practices and outcomes.
7. Recommend, advise and inform the Academic Board on State and National VET regulatory developments.
8. Oversee and receive reports from the ongoing internal audits of VET regulatory compliance.
9. Identify and refer to the appropriate body the need for new/revised legislation/policy relating to VET programs, admissions, assessment and student progress and the implementation and oversight of existing legislation/policy.
10. Consider and report on any matter referred to it by the Academic Board, the Vice-Chancellor and Deputy Vice-Chancellors.

## Membership

### Ex Officio members

Deputy Vice-Chancellor (Academic) or CEO Federation University Australia (Chair)  
Chair, Academic Board  
Executive Director, FedUni TAFE  
Chair, Higher Education Curriculum Committee or nominee  
Manager, Policy and Quality Services  
Director, VET Practice  
Director, VET Operations  
Chief Operating Officer or nominee  
General Manager (TAFE)  
Manager, Registrar Services

### Elected members

Two teachers from FedUni TAFE

### Appointed members

Two Education Managers

### Co-opted members

There are currently no co-opted members on the Committee.

## Appointment of Chair and Deputy Chair

### Chair

The Chair of the Committee will be the CEO Federation University Australia.

### Deputy Chair

The Committee will elect a Deputy Chair from its members at its first meeting each year for a one-year term.

## Meetings

Meetings will be held on a monthly basis.

## Related documents

[Standing Orders \(pdf, 67kb\)](#) of Academic Board

Federation University Australia [Statute 2.2 Academic Board \(pdf, 32kb\)](#)

Federation University Australia [Regulation 2.2.2 Academic Board \(pdf, 37kb\)](#)

Federation University Australia [Statute 1.3 Meetings \(pdf, 10kb\)](#)

Federation University Australia [Statute 5.1 - Academic Awards and Courses \(pdf, 60kb\)](#)

[Australian Qualifications Framework](#)

### ***For further information***

Academic Secretariat | Email: [academic.secretariat@federation.edu.au](mailto:academic.secretariat@federation.edu.au) |

URL: <http://federation.edu.au/staff/governance/academic-board>