 <b>BOND UNIVERSITY</b>	<b>ACADEMIC GOVERNANCE FRAMEWORK</b>
Contact Officer	Chair, Academic Senate
Date First Approved	27 July 2022
Approval Authority	Chair, Academic Senate
Date of Next Review	27 July 2025

## 1. PURPOSE AND OBJECTIVES

Academic governance is a subset of the overall governance of Bond University. The purpose of this Academic Governance Framework is to document the structures, systems, relationships, policies, processes, roles and responsibilities that collectively provide leadership to and oversight of the University's academic activities (learning, teaching and scholarship, and research and research training).

The Tertiary Education Quality and Standards Agency ([TEQSA](#)) has overall responsibility for regulating and evaluating the performance of all Australian higher education providers against the [Higher Education Standards Framework \(Threshold Standards\) 2021](#). In summary, Standard 6.3 Academic Governance requires higher education providers to demonstrate effective academic oversight and monitoring of the quality and integrity of all academic activities at the institutional level, maintain competent academic leadership with sufficient depth of experience and expertise to advise the corporate governing body and executive management on academic matters, including academic outcomes, policies and practices, and provide opportunities for students to participate in academic governance structures and processes.

Bond University's Academic Governance Framework provides the overarching governance architecture for achieving the requirements of the Threshold Standards. The Framework is central to the University's capacity to assure itself that its higher education operations are functioning well and as intended. It provides the foundation for the effective discharge of responsibilities and demonstrates the University's commitment to rigorous scrutiny and continuous improvement of its academic activities. The Framework seeks to enable governance responsibilities to be supported and conducted in a planned, organised, coordinated and transparent manner.

## 2. ACADEMIC GOVERNANCE PRINCIPLES

- 2.1. Academic governance at Bond University is a coordinated and collegial endeavour to achieve [Quality Assurance](#) of the University's academic activities.
- 2.2. Students have opportunities to participate in academic governance.
- 2.3. Academic governance is conducted openly, ethically and transparently in support of an inclusive University community.
- 2.4. Academic governance follows fair and lawful rules and procedures for making, recording and publishing decisions about academic matters and disclosures of conflicts of interest.
- 2.5. Decisions that require the exercise of academic judgement are made by staff who are qualified to make such judgements.
- 2.6. Delegation of decision-making authority to a subordinate academic body or individual is formally recorded and reported, together with the conditions of the delegation.
- 2.7. All committees within the Bond University Academic Governance Structure ([Attachment 1](#)) operate within their Terms of Reference.
- 2.8. All committees within the Bond University Academic Governance Structure ([Attachment 1](#)) have the necessary support, resources and competence to discharge their responsibilities in full.
- 2.9. Staff and students enjoy Freedom of Speech and Academic Freedom consistent with the University's [Freedom of Speech and Academic Freedom Policy](#).
- 2.10. All aspects of academic governance at the University are periodically reviewed.

## 3. AUDIENCE AND APPLICATION

All staff and students

## 4. THE FRAMEWORK

### 4.1. Governance Model

Bond University honours the traditional governance model of Australian universities in which strategic decision making occurs within the 'University Governance Triangle' (see Bond University Academic Governance Structure at [Attachment 1](#)).

The University Governance Triangle recognises that links between academic and corporate governance are necessary to achieve coherency of governance overall and to meet the requirements of the Threshold Standards in respect of whole-of-institution accountability processes for Quality Assurance of higher education provision.

## 4.2. Roles, Responsibilities and Accountabilities

Responsibility for academic governance extends beyond Academic Senate and is distributed among multiple stakeholders, including the Standing Committees of Academic Senate and their Subcommittees, as well as Faculty governance committees and functions and the executive management structures.

### 4.2.1. Bond University Council

The University Council is empowered under the [Bond University Act 1987 \(Qld\)](#) to set the strategic direction of the University and to oversee its operational performance. Council is [accountable](#) to the University community and the broader public to ensure the University is managed prudently, efficiently and in compliance with all relevant regulations.

In accordance with the [Constitution of Bond University Ltd](#), Council is [responsible](#) for appointing the Vice Chancellor and the Chair of Academic Senate.

### 4.2.2. Vice Chancellor

The Vice Chancellor is the University's chief executive officer and is responsible and accountable to Council for executive decisions and the overall management and performance of the University. The Vice Chancellor is advised by Academic Senate on matters relating to the academic activities of the University and by the University Management Committee on other matters.

### 4.2.3. Academic Senate

Constituted by Council in accordance with the *Constitution of Bond University Ltd*, Academic Senate is the peak advisory body to the Vice Chancellor on academic functions and policies, and the principal forum for academic discussion and debate within Bond University.

Academic Senate plays a leading role in academic governance by serving as:

- the peak advisory body on matters relating to and affecting the University's teaching, research and educational programs, including the development of related policies;
- the oversight mechanism for monitoring and assuring academic standards and quality, and for identifying and mitigating risks associated with the University's academic activities;
- a collegial body engaged in the planning, performance, compliance and innovation processes of the academic enterprise of the University; and
- a forum for promoting deliberation and information flow on a wide range of academic issues, including complex problems that concern academic policy.

The responsibilities of Academic Senate are detailed in its Terms of Reference.

Academic Senate is composed primarily of academics, who are representative of the academic diversity in the University, but also includes key professional staff as partners in the academic enterprise. In addition, it provides an important venue for student involvement in academic decision making. Meetings are characterised by collegiality, consultation and broad-based participation, in keeping with the historical tradition of a university as a community of scholars.

Academic Senate is chaired by one of its members appointed by University Council. The Chair provides reports to Council by way of assurance that the University's commitment to academic governance is effective, that academic standards are upheld, and that risks associated with the University's academic activities have been identified and mitigated.

### 4.2.4. Standing Committees of Academic Senate

The Standing Committees are intended to advise Academic Senate and provide leadership in policy formulation and development of strategies within their terms of reference.

Academic Senate has four standing committees to assist with its work:

- University Research Committee;
- University Learning and Teaching Committee;
- Curriculum Review Committee; and
- Student Admission and Progression Committee.

The membership of Standing Committees and Subcommittees provide representation and skills from within the academic and professional community to effectively meet the relevant terms of reference.

#### 4.2.4.1. University Research Committee

The University Research Committee strives to promote a University-wide academic culture that advances Bond University's aspirations and strategic priorities in enhancing excellence in all

research activities. This includes oversight of the University's policies and reporting obligations regarding research activities, research training, research ethics and research integrity, and the activities of University Research Centres. The responsibilities of the Committee are detailed in its Terms of Reference.

#### **4.2.4.2. University Learning and Teaching Committee**

The role of the University Learning and Teaching Committee is to promote a University-wide academic culture that advances Bond University's aspirations and strategic priorities in enhancing excellence in learning and teaching. The Committee is a broad consultative body that both leads the establishment of effective learning and teaching practices which acknowledge emerging educational challenges and positions the University to maintain strong educational outcomes for students. The responsibilities of the Committee are detailed in its Terms of Reference.

#### **4.2.4.3. Curriculum Review Committee**

The Curriculum Review Committee oversees the quality and compliance of the University's coursework programs, structures and subjects. This includes review of proposals for new programs, structures and subjects, major changes to existing programs, structures and subjects, regular review of existing programs including external benchmarking, and oversight of the development and review of non-award educational offerings. The responsibilities of the Committee are detailed in its Terms of Reference.

#### **4.2.4.4. Student Admission and Progression Committee**

The Student Admission and Progression Committee maintains oversight of the University's policies relating to student admission, progression and completion. It also monitors the provision and delivery of quality academic services to support student retention, progression and satisfaction, including consideration of the needs of diverse student cohorts, and makes recommendations for improvement where appropriate.

The responsibilities of the Committee are detailed in its Terms of Reference.

#### **4.2.5. Faculties and University Academic Units**

At the [Faculty](#) and [University Academic Unit](#) (UAU) level, Executive Deans or UAU Heads are responsible for the governance, risk management, performance and compliance of Faculty/UAU-based academic activities in a manner congruent with the University Strategic Plan and University policies and standards. This is achieved largely through Faculty/UAU representation on Academic Senate and its Standing Committees, and through Faculty/UAU contributions to the functional areas of learning and teaching, research, and student affairs and service quality.

#### **4.2.6. Provost**

The Provost is responsible for the University's Integrity (academic and research) and Inclusion portfolios and serves as the key conduit to Academic Senate and the University Management Committee in these areas. In addition, the Provost oversees the Education and Research portfolios, supported by advice from relevant Senate Standing Committees. The Provost is accountable to the Vice Chancellor for the provision of systems and processes that facilitate quality assurance through the Provost's portfolio areas across the University as appropriate. Should issues relating to academic governance be raised within these portfolios, the Provost will inform and seek input from Academic Senate or its Standing Committees.

## **5. DEFINITIONS, TERMS, ACRONYMS**

<b>Accountable</b>	Implies answerability for the outcome of the task or process undertaken by the responsible officer.
<b>Bond University Act 1987 (Qld)</b>	This Act, passed by the Queensland Government on 23 April 1987, secured Bond University's status as a fully independent tertiary institution.
<b>Constitution of Bond University Ltd</b>	The founding document of Bond University Ltd, a company incorporated under the <i>Companies (Queensland) Code</i> and limited by guarantee. The company's objects are the establishment, maintenance, promotion and operation of a university in Queensland under the name and style 'Bond University'.
<b>Faculty</b>	The academic organisational unit consisting of academic and administrative staff headed by an Executive Dean. Includes Bond Business School.
<b>Higher Education Standards Framework (Threshold Standards) 2021</b>	A legislative instrument established under the <i>Tertiary Education Quality and Standards Agency Act 2011</i> (Cth) that sets out the requirements for provider entry to, and continued operations within, Australia's higher education sector.

<b>Quality Assurance</b>	A demonstration or verification that a desired level of quality of a particular activity (e.g. an academic activity) has been attained or sustained. See the <a href="#">Quality Assurance Policy</a> which references the University's Quality Assurance Framework.
<b>Responsible</b>	Refers to the obligation to perform an assigned task or comply with a policy.
<b>TEQSA</b>	Established under the <i>Tertiary Education Quality and Standards Agency Act 2011</i> (Cth), TEQSA is Australia's national quality assurance and regulatory agency for higher education. All organisations that offer higher education qualifications in or from Australia must be registered by TEQSA.
<b>University Academic Unit</b>	Refers to Bond University College (headed by the Director) and the Transformation CoLab (headed by the Assistant Provost).

## 6. RELATED DOCUMENTS

[Attachment 1: Bond University Academic Governance Structure](#)

[Academic Credit Policy](#)

[Academic Integrity Policy](#)

[Academic Programs Policy](#)

[Academic Progress Policy](#)

[Admissions Policy](#)

[Assessment Policy](#)

[Bi-lingual Programs Policy](#)

[Bond University Human Research Ethics Policy](#)

[Classroom Recording Policy](#)

[Code of Conduct Policy – Staff](#)

[Compliance Policy](#)

[Curriculum Management Policy](#)

[Development, Review, and Approval of Policies](#)

[Elite Student-Athlete Policy](#)

[Enrolment Policy](#)

[Faculty Review Policy](#)

[Freedom of Speech and Academic Freedom Policy](#)

[Graduation Policy](#)

[Higher Degree by Research Support Policy](#)

[Higher Degree Research Student Supervision Policy](#)

[iLearn@Bond Learning Management System Policy](#)

[Institutional Partnerships Policy](#)

[Quality Assurance Policy](#)

[Recognition of Equivalent Professional Experience Policy](#)

[Research Activity Policy](#)

[Research Code of Conduct Policy](#)

[Higher Degree by Research Programs Policy](#)

[Research Misconduct Policy](#)

[Risk Management Policy](#)

[Sexual Exploitation, Abuse, Assault and Harassment Policy](#)

[Student Code of Conduct Policy](#)

[Student Evaluation of Teaching Policy](#)

[Student Fees, Charges and Refunds Policy](#)

[Student Grievance Management Policy](#)

[Student Wellbeing and Safety Policy](#)

[Survey Policy](#)

[Teaching Quality Standards Policy](#)

[Undergraduate Subjects in Postgraduate Programs Policy](#)

[University and Faculty Research Centres Policy](#)

[University Honorary Awards Policy](#)

[University Honorary Awards Policy](#)

[Academic Senate Committee Protocols](#)

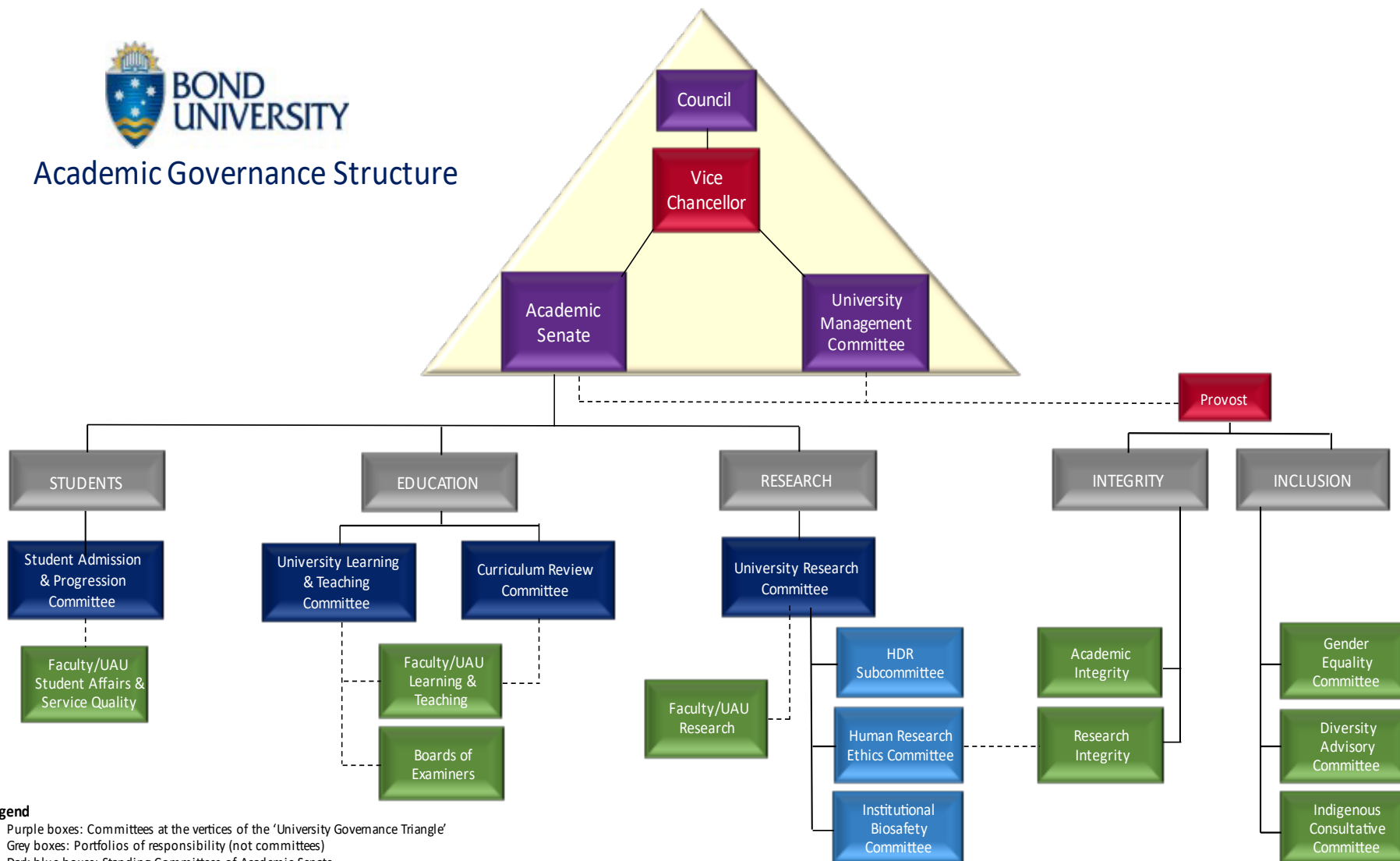
[Academic Governance Record Keeping Guidelines](#)

## 7. MODIFICATION HISTORY

Date	Sections	Source	Details



# Academic Governance Structure



**Legend**

- ☐ Purple boxes: Committees at the vertices of the 'University Governance Triangle'
- ☐ Grey boxes: Portfolios of responsibility (not committees)
- ☐ Dark blue boxes: Standing Committees of Academic Senate
- ☐ Light blue boxes: Subcommittees of Senate Standing Committees
- ☐ Green boxes: Committees/functions that have a responsibility to communicate with Academic Senate and/or Senate Standing Committees rather than a formal reporting relationship