

Title	Academic Portfolio Quality Committee, Terms of Reference
Owner	Education Quality and Standards Committee
Approved By	Education Quality and Standards Committee
Approval Date	23 March 2026
For What period	Indefinite
Next Review Date	12 months from implementation, and then as per section 7.
Version	1.0

1. Purpose

The Academic Portfolio Quality Committee (APQC) is responsible for the governance of curriculum delivered by the Academic Portfolio. This includes short courses and professional certificates, preparatory programs including foundation and pre-masters, common core courses, and Adelaide Academy curriculum.

Where there are collaborations involving the Academic Portfolio and one or more Colleges, the Chair will liaise with the relevant body to establish principles to avoid duplication.

APQC considers proposals for new or revised curriculum, as determined by Adelaide University policy, with additional responsibilities as determined by the Deputy Vice Chancellor - Academic.

APQC supports the Academic Board, via the EQSC, to fulfill their responsibilities for monitoring and managing academic standards and to meet the legislated requirements of the Higher Education Standards (Threshold Standards) 2021 (HESF), pertaining to the following HESF Domains:

Domain 1 Student Participation and Attainment

1.4. Learning Outcomes and Assessment

1.5. Qualifications and Certification

Domain 2 Learning Environment

2.2. Diversity and Equity

Domain 3 Teaching

3.1. Course Design

3.3 Learning Resources and Educational Support

Domain 5 Institutional Quality Assurance

5.1. Course Approval and Accreditation

5.2 Academic and Research Integrity

5.3. Monitoring, Review and Improvement

5.4. Delivery with other Parties

Domain 6 Governance and Accountability

6.3. Academic Governance

Domain 7 Representation, Information and Information Management

7.1 Representation

2. Objectives

The Committee will:

1. Work with the Colleges to ensure effective communication and information flow between the Academic Portfolio and the Colleges.
2. Collaborate with the Curriculum Strategy and Enhancement Group (CSEG) on the strategic review, amendment and development of curriculum in support of the Adelaide Attainment Model.
3. Apply the principles and criteria of the Adelaide University Education Quality Framework to ensure a consistent approach to curriculum review and development.
4. Recommend to the Education Standards and Quality Committee (EQSC) and/or the CSEG documentation related to internal program accreditation (i.e. new program proposals) and re-accreditation, program amendment or program withdrawal.

5. Evaluate all aspects of education quality within the Portfolio, including curriculum review, design and approval, formative and summative assessments, program delivery, student educational experience, teaching quality, feedback, and resources.
6. Ensure appropriate alignment between preparatory programs and short courses to Adelaide University AQF programs.
7. Provide strategic oversight of common core courses to ensure they offer interdisciplinary teaching to support the educational vision of Adelaide University.

3. Membership

Role	Position/Representative
Chair	Academic Portfolio Pro Vice Chancellors on a rotating basis.
Members	Director, Adelaide University Online Director, Learning Futures Director, Attainment Model Dean, Adelaide University Online Director, Domestic Pathways Director, International Pathways Director, Academic Quality and Integrity Director, Teaching and Learning Innovation College Deans Academic (by arrangement with the Chair) Academic Senior Business Partner Student Engagement and Success Senior Business Partner Representative from Indigenous Portfolio Representative from International and External Engagement Portfolio Representative from Education Quality

	Proxies: permitted with the approval of the Chair. Term of Office: ex officio members for the term of their office, and representative members at the discretion of the Chair.
Attendees	Additional observers may be invited at the Chair's discretion.
Executive Officer	Office of the Deputy Vice Chancellor – Academic

4. Meetings

1. The Committee will meet at least 6 times per year.
2. Additional meetings may be convened by the Chair as required.
3. Meetings may be held in person, online, or hybrid to facilitate participation.
4. A quorum shall consist of 50% of members, (ignoring fractions) plus one.
5. Members must declare any real or perceived conflicts of interest.

5. Reporting

1. The Committee reports to the Education Quality Standard Committee.
2. Minutes and key recommendations will be provided to all members after each meeting.

6. Subcommittees and Working Groups

The Committee may establish working groups or subcommittees to address specific focus areas.

Each working group will provide progress reports and recommendations to the main Committee.

7. Review

These Terms of Reference will be reviewed every five (5) years or sooner if required by Academic Board.