

Guidelines for an AQ Panel Meeting

The sections of the **SAS VA School Level report** can be used to structure the review of results in the meeting.

AQ Assurance Trends view

Review current overall results for each Standard and the trends in compliance for each Standard. When reviewing trends consider the course structure(s) and choose the reference that is most suited to the context – either the last reporting period, or the same reporting period in the previous year.

Questions for consideration:

- What improvements are evident?
- What has helped to achieve those improvements?
- What needs to be done to achieve further improvements?

AQ Assurance view

For each Standard, review the proportion of units rated as Compliant, Partially, Compliant, and Non-Compliant. For units that are Partially Compliant and Non-Compliant, use the “Links” function to “drill down” to unit level to see the units, and which particular assessments, are rated as Non-compliant.

AND/OR

AQ Standard Compliance Level by Assessment view

Review the performance of each unit against the 8 Standards

Questions for consideration:

- Are there particular units that are not performing well across multiple standards? What are the reasons for this? What actions and supports are required to improve performance?
- Are there particular assessment types that are consistently not meeting requirements? What actions can be taken to improve performance?
- Are there learnings and strategies that can be applied from well-performing areas to improvement in other areas?

AQ Improvement

This part of the report relates to the non-compulsory Section 2 of the AQP Survey. This is an opportunity to review of good practice strategies that are being implemented in the School/Area. Remember that these practices are not substitutes for the minimum requirements set out in the Standards. Review of results may assist in identifying areas of strength that can be built upon, or conversely areas for staff professional development or

Benchmarking across the Faculty or University

You might choose to access the **SAS VA Faculty Report** to see how your School/Area is performing compared with others across the Faculty or the University.

Developing an action plan

What are the priorities for improving the results at a School/Area level?

Consider short-term, medium-term, and long-term actions. What strategies could be implemented quickly and easily to improve results? What other actions will take more time, planning or resources to effect change?

Consider University-level priorities, as documented in the University AQP report. How can the School/Area work towards improvements in priority areas for the University?

