Guide to Academic Program Review (APR) process overview



Accommodates programs administered within a School, a Faculty or across Faculties and allows flexibility for different program structures and review processes

	Prepare for Review	Conduct APR and prepare report	Response	Implementation plan	Implementation
AD(Academic) and/or President AB	Approves APR Panel membership and Terms of Reference	Receives report from APR Panel	Prepares and/or considers post review response and identifies	AAD (ADA, ED, or both) or President Academic	Receives the implementation plan progress report and ensures actions are fulfilled
Executive Dean/s (ED)	Endorses APR Panel membership and Terms of Reference		priorities for the implementation plan	Board approves implementation plan	Monitors actions identified in the implementation plan
Program Convenor/s Plan Convenor/s Head/s of School (HoS)	Coordinates development of Review submission		Prepares post-review response	Coordinate/prepares implementation plan	Prepares implementation plan progress report and circulates to AAD, AB TLC, Faculty TLC and, as necessary, ABSC.
APR Panel		Conducts review and prepares report for the AAD		APR Panel Secretariat circulates report and implementation plan to DVCA, AB TLC, Faculty TLC, BoS	
Faculty TLC or ABSC	Advises AAD on APR ToR and Panel membership	Receives report from APR Panel and advises AAD	Advises AAD on post- review response		Monitors actions and receives implementation plan progress report
DVC(A) Provost VC	DVC(A) may be consulted on ToR; DVC(A), Provost and/or VC may nominate themes for APR			DVC(A) receives report and implementation plan for noting. ODVC(A) prepares annual summary for AB TLC	

The term **Appropriate Authorised Delegate** (AAD) caters for different structures within Faculties and varied processes for reviews of programs administered within a School, Faculty or across Faculties. The AAD represents the next higher level of academic oversight in decision-making relating to APRs and could be the Executive Dean, AD(Academic) or President Academic Board.