

Cross Campus Consistency Guidelines

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Description	This policy describes the approach to be undertaken by Course Convenors and Program Directors in achieving cross-campus consistency in academic planning, including program titles, program structures, core courses, majors, electives and credit.

Related documents

[Structure and Requirements of Qualifications Awarded by Griffith University](#)

[Program Approval and Review](#)

[Course Approval and Review Process](#)

[Student Administration Policy](#)

[\[Rationale\]](#) [\[Applicability\]](#) [\[Principles\]](#) [\[Practice\]](#)

1. RATIONALE

The academic profile of each campus is planned in response to the needs of its community and to offer the best possible educational experience to the students at that campus. As a result each campus has a different program profile.

The rationale for assuring cross-campus consistency, as set out in these guidelines, includes:

- strengthening the overall academic profile and improving teaching and learning outcomes;
- providing the preconditions for vibrant, engaged courses and programs;
- benefiting students through consistent standards and expectations;
- using more effectively staff expertise and the investments in educational resources; and
- facilitating the marketing of the University's programs.

2. APPLICABILITY

Where two programs have the same learning outcomes, these programs will be considered to be a single program, even though they may be offered on different campuses.

The decision on whether a program will be offered on more than one campus is a strategic decision. This decision is approved through the processes specified in *Program, Approval and Review*.

Where the decision is made to offer a program on more than one campus, these guidelines will apply.

These guidelines apply to undergraduate and coursework postgraduate programs.

3. PRINCIPLES

3.1 Maximum use of Expertise

The University will bring the widest set of expertise available within the University to contribute to the program, sharing best practice in pedagogy, curriculum and educational resources and contributing to continuous improvement of the program.

3.2 Efficient use of Resources

The University will promote the efficient use of its resources - physical, staff, curriculum and educational resources - through optimising the consistency in program structure, curriculum and course content across campuses.

3.3 Coherence and Consistency of Presentation

The University will present a coherent and consistent image to:

- potential students
- current students
- the external community including parents, advisors, schools, employers and accrediting bodies.

4. PRACTICE

4.1 Title

Where a program is offered on more than one campus, it will have an identical title and will lead to an identical award, as approved by the Programs Committee. The program offering on each campus may have a separate program code to aid institutional reporting.

4.2 Program Structure

Where a program is offered on more than one campus, it will have identical admission requirements. For management of resources across the campuses, students admitted to a program will generally be admitted to the program at a particular campus (the student's home campus). Students wishing to change to another campus as their home campus must apply for transfer via an internal transfer application.

The program will also have identical degree requirements which prescribe the program's length, total credit points and general organisation. The overall structural framework of the program, in terms of core requirements, the contribution of academic plans (credit points required for majors and minors) and the credit points available for elective study, should be consistent.

The core requirements will comprise the same or an equivalent set of courses.

4.3 Distinct Academic Plans

A campus offering of a program may include one or more academic plans (majors, minors) which are distinctive to that campus.

The fact that a particular academic plan is only offered at a particular campus must be clearly communicated in the Program and Courses website and in program information for prospective students.

A student may choose to take academic plans and/or courses at a campus other than their home campus. The University's *Student Administration Policy* sets out the conditions under which a student can enrol in courses at a campus other than their home campus.

4.4 Sequencing and Mode of Offer

There is no requirement that the sequencing of courses within the program be identical on all campuses, provided that the sequence of courses is consistent with pre-requisite requirements.

There is no requirement that the mode of offer of the program on multiple campuses be identical in terms of part-time or full-time, admission points, teaching periods, trimester offerings, the offering of courses on line, and so on.

4.5 Electives

All elective courses are not required to be offered at each campus, but the courses which are listed electives in the program structure will include the electives available on any campus.

4.6 Courses

Where a program is offered on a campus, then the student must generally be able to undertake a study program which satisfies the requirements of the degree at that campus. If there is a requirement for students to travel to another campus in order to meet degree requirements, the rationale for this must be approved by the Programs Committee and the requirement must be communicated clearly to students at the time of their admission.

When a program is offered on more than one campus, the courses which comprise the core requirements of the program shall be the same or equivalent at each campus.

Equivalent means that the course will have the same title, the same credit points and the same learning outcomes. The content will be equivalent to the extent necessary to support the learning outcomes. The assessment will be conducted to ensure equivalent outcomes and standards. The course code will be identical, except where the host school is different between the campuses, in which case the course will have different codes reflecting the different host Schools.¹

For a given trimester there shall be only one course profile per course code. The course profile is to contain information which is specific to each campus location. Where a course is offered across multiple campuses and/or in multiple trimesters one Primary Course Convenor and multiple Campus course convenors are appointed. The Primary Course Convenor has a leadership and management role in relation to the course and the teaching team to ensure an equivalent student experience.

In cases other than courses comprising the core requirements of a program, courses offered on different campuses may have identical learning outcomes and equivalent content. In these cases also, the courses will be identified as a single course and will be equivalent across the campuses.²

Where a course is offered on more than one campus, the Primary Course Convenor is responsible for ensuring that:

- the teaching resources and facilities are consistent between the campus, and are shared between the campuses where relevant;
- course evaluation is conducted in a consistent manner and that evaluation results are reviewed across campuses; and
- one course profile is maintained. which includes information relating to every offering of the course (at multiple campuses), the course's objectives, content, organisation, learning and teaching strategies, texts and supporting materials, assessment requirements and strategies for course communication.

Refer to the [Role Statement Course Convenor](#) for full role and responsibilities of that position.

4.7 Campus Specific Experience

The characteristics of a campus, its resources and community location may provide for an educational opportunity for students on that campus which is not practicable for students at other campuses. In such cases, it is permissible under these guidelines for a course based on the campus specific experience to be included in the program structure at that campus, in place of a course which is an elective requirement at other campuses.

4.8 Suite of Related Programs

Where a program is part of a nested qualification or a Bachelor Honours program, it is desirable that the full suite of related programs will be offered on each campus where one of the related programs is offered. However this is not mandatory, as considerations of market demand and

¹ As far as possible, courses which are not equivalent should not have the same title in order to avoid confusion.

² In appropriate circumstances, a course offered on one campus may be made available on another campus by means other than a separate offering on the second campus, such as through the use of video-conferencing or other technical means.

resources may make it impractical or undesirable to offer the full suite of related programs at each campus.