

FACULTY OF ARTS AND SOCIAL SCIENCES - EVALUATION OF TEACHING PROVISIONS 2015

1. Rationale and principles

- (1) These provisions set out the guiding principles for the evaluation of teaching in the Faculty.
- (2) The Tertiary Education Quality and Standards Agency (TEQSA) requires teaching and learning to be of high quality for course accreditation. This is articulated in Chapter 3, Section 4 of the [Higher Education Standards Framework \(Threshold Standards\) 2011 \(Cth\)](#).
- (3) Chapter 3, Section 4.2 of the [Higher Education Standards Framework \(Threshold Standards\) 2011 \(Cth\)](#) requires that staff 'are advised of student and other feedback on the quality of their teaching and have opportunities to improve their teaching'.
- (4) Further, the University's [Learning and Teaching Policy 2015](#) detail the necessity for the evaluation of teaching and the allocation of planning, management and quality assurance to the Faculty.
- (5) The Faculty will adhere to Commonwealth standards and [Learning and Teaching Policy 2015](#) by ensuring staff are provided with student and supervisor feedback on the quality of their teaching.

2. Student feedback

- (1) In accordance with the University of Sydney's [Learning and Teaching Procedures 2016](#) and [Survey Revision Strategy](#), the [Unit of Study Survey](#) (USS) will be circulated to all enrolled students at the end of every unit of study.
- (2) The USS will be conducted automatically for all units every time they are offered, and the survey will be conducted online.
- (3) USS results will be made available to the Unit of Study Coordinator, the Pro Dean (Learning and Teaching) and other nominees of the Dean through the [USS Results Portal](#).
- (4) If lecturers are not the Unit of Study Coordinators for a unit of study, they may request USS results from the appropriate Unit of Study Coordinator.

3. Supervisor feedback

- (1) Academic Planning and Development (AP&D) will occur on an annual basis, at least once every 12 months.

- (2) The main focus of the AP&D process is on mentoring, support and professional development. The AP& D process provides staff with the opportunity for peer-supported reflection and discussion on teaching standards and evaluation.
- (3) Refer to the [Performance Planning and Development Policy 2012](#) for information about this process. In addition, [Academic Planning and Development Guidelines](#) are available to assist staff in the AP&D process.

4. Recognising excellence in teaching

- (1) The Faculty will recognise excellence in teaching annually through [Teaching and Learning Awards](#).
- (2) At the end of each semester, a formal acknowledgement of excellence in teaching as suggested by performance in the USS will be issued to colleagues achieving excellent overall satisfaction scores for their Unit of Study.
- (3) At the end of each semester, student commendations will be issued to colleagues if students have submitted positive written feedback to the Faculty about their learning experience.
- (4) The Dean will confer Faculty Tutoring Awards to acknowledge excellence in tutoring.
- (5) The Dean will confer Faculty Teaching Awards to acknowledge excellence in teaching.
- (6) The method of candidacy for a Faculty Teaching Award will be by peer nomination.
- (7) Nomination for the Faculty Teaching Awards is open to all full-time and part-time academic staff in the Faculty.
- (8) Dates and procedural requirements for Faculty Teaching awards are available [online](#).

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| Approved by: | Professor Barbara Caine, Acting Dean, Faculty of Arts and Social Sciences |
| Signature: | |
| Related documents: | Higher Education Standards Framework (Threshold Standards) 2011 (Cth) Performance Planning and Development Policy 2012 Academic Planning and Development Guidelines Learning and Teaching Procedures 2016 Learning and Teaching Policy 2015 |