



# AIRS PROCEDURES FOR AUDITING OF ASSESSMENT

An assessment auditing process ensures that the assessment decisions made by academic staff teaching accredited AIRS courses are consistent throughout the organisation. This means that the way in which the assessment criteria are interpreted by academic staff is of a consistent standard and the processes for implementing assessment, making the assessment decisions and giving feedback to students are standardised. As well as ensuring fairness and consistency for students, the audit provides academic staff with a framework for making and communicating assessment decisions - providing more structures in place to guide assessment decisions including situations where there is doubt about the standard of a student's work.

This set of procedures is in addition to the process utilized to ensure incorporation of improvements as part of the Curriculum Review and Assessment Panel process where, feedback from students and academic staff is used to inform our curriculum.

## Objectives

---

- ⌘ To provide assessors with support and training to assess students;
- ⌘ To ensure that an adequate minimum level of competence is established and maintained for all assessment procedures;
- ⌘ To ensure that assessment procedures have a similar standard across assessors and regions;
- ⌘ To facilitate assessor monitoring of standards.

## Procedures

---

- ⌘ Course coordinators convene a meeting of assessors where the criteria for assessment are discussed and clarified prior to unit/module commencement
- ⌘ Opportunities are provided for academic staff to consult course coordinator for any further clarifications or discussions.
- ⌘ Course coordinators have the option to seek a second opinion for any assessment that is considered borderline or contentious for some reason.

<i>AIRS - Policy &amp; Procedure Document:</i>		<b>AIRS Procedures for Auditing of Assessment</b>		
<i>Status</i>	<b>FINAL</b>	<i>Dated</i>	<b>MARCH 2005</b>	<i>Code</i> Page 1 of 2

- ⌘ Assessment results are discussed and submitted to the course coordinator for presentation to the Assessment Panel
- ⌘ Any issues that cause concern are discussed and recommendations are made by the Assessment panel prior to submission to the Academic Board.
- ⌘ Academic Board approves any final recommendations and assessment results

⌘⌘⌘

<i>AIRS - Policy &amp; Procedure Document:</i>		<b>AIRS Procedures for Auditing of Assessment</b>		
<i>Status</i>	<b>FINAL</b>	<i>Dated</i>	<b>MARCH 2005</b>	<i>Code</i> Page 2 of 2