

REVIEWS POLICY

Purpose

AIB is committed to systematic and continuous improvement of its performance, course delivery and the student experience through regular review and evaluation of its academic and corporate areas, activities and processes. This policy provides a framework for formal internal and external reviews undertaken at AIB as part of its Quality Assurance Frameworks, and will adhere to the key dimensions of the Frameworks: planning, implementation, and review for improvement.

Scope

This policy applies to formal external and internal reviews, where outcomes are of holistic benefit to the organisation, staff, students and other stakeholders.

Definitions

Unless otherwise defined in this document, all capitalised terms are defined in the [glossary](#).

Policy

1. Principles

- 1.1. AIB conducts reviews as a means of ensuring that its operations and governance are effective and in line with current best practice and to measure compliance with legislated requirements.
- 1.2. AIB has two forms of reviews:
 - (a) regular external and/or internal reviews which are formally scheduled on a regular review schedule and which AIB adheres to as part of its quality assurance framework; and
 - (b) ad-hoc external and/or internal reviews where management has concerns about AIB's performance in specific area of its operations.
- 1.3. AIB ensures that reviews are conducted regularly as per cycles specified on the AIB Review and Monitoring Schedule.
- 1.4. Reviews are conducted according to specified terms of reference that identify recommendations for improved performance, acknowledge improvements planned and in progress, observe legislated requirements and regulatory obligations, and commend areas of good practice.
- 1.5. AIB may undertake 'ad hoc' formal reviews other than those listed on the Schedule when opportunities are presented and/or as directed by the AIB Executive Team and/or corporate or academic governing bodies.

- 1.6. Ad-hoc reviews should have a formal Terms of Reference that guides the review, but otherwise do not need to have the same formality as regular scheduled reviews, particularly with respect to the matters that the review must cover. When establishing the ad-hoc review, the person or body doing so will determine the relevant conduct, approach and deliverable of the review.
- 1.7. AIB recognises the importance of independent review and reviews therefore are led by approved independent Chairs.
- 1.8. Reviews will be adequately resourced and the most recent and relevant information will be made available for reviewers.
- 1.9. AIB values review recommendations and will incorporate best practice into its continuous improvement plans and processes.

Related Policies and Procedures:

Academic Quality Assurance Framework
Corporate Quality Assurance Framework (Internal document)
Benchmarking Policy
Benchmarking Procedure
Compliance with Law Policy (Internal document)
Conflict of Interest Policy
Conflict of Interest Procedure
Course Review Policy
Course Review Procedure
Evaluation of Subject, Course and Teaching Policy
Evaluation of Subject, Course and Teaching Procedure
Policy Review and Development Process (Internal document)
Privacy Policy and Procedure
Records Management Policy
Records Management Procedure
Risk Management Framework (Internal document)
Subject Review Policy
Subject Review Procedure

Related Legislation:

Higher Education Standards Framework (Threshold Standards) 2021: Domain 5 Institutional Quality Assurance

Responsibility:

Chief Executive Officer

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