

University of Newcastle Survey Register

Survey	Timing	Process	Reporting
<p>Commencing Students Survey (CSS)</p> <p>To identify the perceptions of commencing students, in regard to university support services, systems, resources and facilities.</p>	<p>Conducted every second year from 2015 (annually for Singapore)</p>	<p>All commencing students are invited to contribute - undergraduate and enabling students early in Semester 1, UON Singapore students in Trimester 3 (Singapore)</p> <p>Administered online by SPP</p>	<p>SPP produces report for Executive Committee and Student Experience Committee.</p>
<p>Graduate Outcomes Survey (GOS)</p> <p>From November 2015, this survey replaces the Australian Graduate Survey (AGS); Includes course experience and destination components, provides information on employment and income.</p>	<p>Conducted in May and November each year.</p>	<p>Administered externally by the Social Research Centre (SRC).</p>	<p>National reports are produced and each university receives its own data and a sector (Universities Australia) national data set. Overall reports produced for DVC(A).</p> <p>GOS results are reported in the Program and Core Courses Report, on NINA and in the Faculty Quality Assurance Folder (by Program).</p>
<p>GOS Longitudinal Survey (GOS-L)</p> <p>Externally administered by SRC to graduates 3 years after completing the GOS.</p>	<p>Commenced in November 2015, administered to graduates 3 years after completing the GOS</p>	<p>Externally administered online by SRC</p>	<p>Report produced by SRC</p>
<p>Higher Degree Research (HDR)</p> <p>To gather student feedback on perceived quality of HDR programs at the University of Newcastle.</p>	<p>Conducted annually by SPP</p>	<p>Content designed by Office of Graduate studies. SPP administer the survey.</p>	<p>SPP produces aggregated tables for the Dean of Graduate Studies, to produce a report of findings.</p>
<p>International Student Barometer (ISB)</p> <p>External International benchmarking survey of international onshore students conducted by I-Graduate.</p>	<p>Every 2 years (last conducted in 2018)</p>	<p>Online survey administered externally in collaboration with SPP</p>	<p>Report is produced by I-Graduate including comparative data to benchmark with other universities, which is distributed to International Office and Faculties.</p>
<p>JMP Clinical Placement</p> <p>To gather student perceptions of their experiences of JMP clinical placements. This survey replaces the SFC for these courses</p>	<p>All UON courses are surveyed <u>every</u> time they are offered.</p>	<p>The JMP Clinical Placement surveys run similarly to Student Feedback on WIL surveys, with questions tailored to the unique demands of the JMP.</p>	<p>SPP produces individual course reports and an overall report for the HoS</p>
<p>Student Experience Survey (SES)</p> <p>To gather student feedback on perceived quality of individual programs.</p>	<p>All undergraduate programs are surveyed each year in the national Student Experience Survey (SES).</p>	<p>SPP notifies HoS, program conveners, executive officers and course co-ordinators of an impending SFP.</p> <p>SPP and Faculties collaborate to encourage students to complete the survey, through email, blackboard, website, posters and in class notification.</p>	<p>Individual Program and a university summary report are prepared by SPP.</p>

<p>Student Feedback on Courses (SFC)</p> <p>To gather student perceptions of their experiences of individual courses.</p> <p>This includes onshore and offshore semester, trimester and winter/summer courses.</p> <p>* An alternative version is offered to students in the JMP, including UNE students.</p>	<p>All UON courses are surveyed <u>every</u> time they are offered.</p>	<p>SPP prepares an annual calendar of SFCs and forwards these to academics several times each year.</p> <p>SPP notifies HoS, executive officers, course coordinators and program conveners of an impending SFC survey.</p> <p>SPP follows a prescribed series of promotional activities to encourage students to complete the survey, including email, blackboard, website, digital signage, social media and in class notifications.</p> <p>Students can access their surveys via a link from an email, the MyUON student portal and from BlackBoard.</p>	<p>Quantitative reports are provided on the university website, through CAR and Faculty Quality Assurance Folders for individual courses.</p> <p>Comments reports for each course are provided to individual Course Coordinators* and placed in Faculty Quality Assurance Folders. All comments are read and edited to remove inappropriate language and references to other teachers.</p> <p>Access to the comments is restricted to selected faculty staff.</p> <p>Quantitative summary reports for Schools are prepared by SPP for each HoS, and placed on NINA, the university website and Faculty Quality Assurance Folders.</p> <p>* Course population and response minimum thresholds must be met. For courses below threshold, academic staff may contact their Head of School, Faculty QA Officer, Program Convener, Assistant Dean Teaching and Learning, or School Executive Officer to access SFC comments.</p>
<p>Student Feedback on Programs (SFP)</p> <p>To gather student feedback on perceived quality of individual programs (postgraduate coursework and enabling programs only).</p>	<p>Postgraduate coursework programs and enabling programs are surveyed bi-annually in the Student Feedback on Programs survey (SFP).</p>	<p>SPP notifies HoS, program conveners, executive officers and course co-ordinators of an impending SFP.</p> <p>SPP and Faculties collaborate to encourage students to complete the survey, through email, blackboard, website, posters and in class notification.</p>	<p>Individual Program and a university summary report are prepared by SPP.</p>
<p>Student Feedback on Teaching (SFT)</p> <p>To gather feedback to assist individual teachers develop and improve their teaching.</p> <p>This includes onshore and offshore semester, trimester and winter/summer courses.</p>	<p><u>Semester courses:</u> to provide staff with flexibility SFTs are offered in 3 rounds: week 6, week 8 and week 10.</p> <p><u>Trimester courses:</u> week 8</p> <p><u>Trimester (Singapore) courses:</u> week 8</p> <p><u>Block courses:</u> as per the SPP Calendar</p> <p>Academic staff are encouraged to undertake at least one SFT survey of their teaching each year.</p>	<p>In addition to a published annual calendar, SPP notifies HoS, program conveners, executive officers and course coordinators of an impending SFT survey.</p> <p>Academic staff submit requests to SPP, using an online request form, and supply a student list if they teach only a subset of students in a course. (e.g. a tutorial, lab etc)</p> <p>SPP and Schools collaborate to encourage students to complete the survey, through email, blackboard, website, and in-class notification.</p>	<p>Quantitative and Comments reports are produced and provided in PDF format via email to the staff member who requested it.</p> <p>Quantitative reports are usually sent within 1 week of the survey closing.</p> <p>All comments are read and edited to remove inappropriate language and references to other teachers.</p> <p>School reports, both quantitative and qualitative, are prepared for HoS each term.</p>
<p>Student Feedback on the University of Newcastle (SFUN)</p> <p>To gather student feedback on university services, systems and facilities.</p>	<p>This survey is conducted every second year from 2010.</p>	<p>SPP design the survey content and format in consultation with stakeholders.</p> <p>SPP notifies service directors, HoS, course co-ordinators and program conveners of an impending SFUN survey.</p>	<p>Reports are prepared by SPP according to the area of service provision, summarising quantitative and qualitative findings.</p>

		SPP, Faculties and others collaborate to encourage students to complete the survey, through email, blackboard, website, posters and in class notification.	
<p>Student Feedback on WiL (SFW)</p> <p>To gather student perceptions of their experiences during placement courses. Run as an alternative to the SFC in these courses.</p>	Conducted annually. Timing to be confirmed.	<p>SPP, in collaboration with Schools and individual course coordinators, develop a schedule based on placement times for individual courses.</p> <p>SPP notifies HoS, executive officers, course coordinators and program conveners of an impending survey.</p> <p>SPP follows a prescribed series of promotional activities to encourage students to complete the survey, including email, blackboard, and in class notifications when appropriate.</p> <p>Students can access their surveys via a link from an email or from the MyUON student portal and from BlackBoard.</p>	Quantitative and Comments reports are produced and provided in PDF format via email to individual course coordinators and HoS.
<p>Student Services & Amenities Fee (SSAF)</p> <p>To identify student preferences for the funding of campus services and amenities of a non-academic nature at UON.</p>	Conducted annually by SPP.	<p>SPP design the survey content and format in consultation with stakeholders.</p> <p>SPP notifies service directors, HoS, course coordinators and program conveners of an impending SSAF survey</p> <p>SPP notifies all students.</p>	SPP produces aggregated tables for the SSAF committee to produce a report of findings.
<p>UON Prep Bridging</p> <p>To gather student perceptions of their experiences of individual UON Prep Bridging courses</p>	Conducted annually by SPP	SPP design the survey content and format in consultation with stakeholders	SPP produces report for the Centre for English Language and Foundation Studies.
<p>Elections</p> <p>SPP does not directly run elections for the University, but can operate in a support capacity upon request.</p>	Conducted regularly by Council Services	<p>SPP does not directly run elections for the University, but can operate in a support capacity upon request with the following:</p> <ul style="list-style-type: none"> • Academic Senate • Student Elections • Council • NUPSA Elections • Faculty Board 	Reported by Council Services
<p>HDR/HEIMS Industry Engagement Submission</p> <p>The HDR Student Satisfaction survey a comprehensive survey of the HDR student experience.</p>	Conducted annually by SPP	SPP liase with the Dean of Graduates to design the survey content and format.	SPP produces report for the Dean of Graduates
<p>Staff Exit Survey</p> <p>To gather staff perceptions on the strengths of our organisation and any improvements which could be made. This survey aims to gain a deeper understanding</p>	Monthly survey of exiting staff, seeking feedback on their reasons for leaving and their level of satisfaction with UON	The survey is distributed by SPP to exiting employees in the last 2 weeks of employment	Annual report produced for HRS.

of staff engagement and inform management of current issues.			
PRD Survey To gather staff perceptions of the University of Newcastle's Performance Review and Development process	Conducted annually by SPP	SPP liase with HR to design the survey content and format.	Annual report produced for HRS.
Staff Climate Survey (Your Voice) To identify staff perceptions of the university.	Every one to two years.	Conducted online by the Your Voice Project, Macquarie University.	Report are prepared by the external group and distributed to faculties and units for discussion and response.