

Course Governance Policy – Diploma of Nursing

Purpose of This Policy

This policy establishes how the Diploma of Nursing program is governed to ensure you receive high-quality nursing education that meets regulatory requirements and prepares you for safe, competent practice as an enrolled nurse. The governance framework ensures clear leadership, accountability, quality monitoring, stakeholder engagement, and continuous improvement aligned with the Outcome Standards for NVR Registered Training Organisations 2025 and Australian Nursing and Midwifery Accreditation Council (ANMAC) standards.

What This Policy Covers

This policy covers the governance structures that oversee your Diploma of Nursing program including the Executive Leadership Team, Head of School of Nursing, and Course Monitoring Committee. It explains how these groups monitor course quality, manage risks, engage with students and industry partners, ensure compliance with regulations, and continuously improve the program based on feedback and outcomes. The policy also outlines how governance integrates with the Institute's broader Quality Governance and Accountability Framework.

How Course Governance Works

1. Executive Leadership Team: The Director, CEO, Finance Manager, and Head of Compliance provide strategic direction and oversight for the nursing program. They ensure financial viability, regulatory compliance, and alignment with organizational goals.
2. Head, School of Nursing: This senior leader manages the day-to-day operations of your nursing program including course coordination, quality assurance, staff management, student support, and stakeholder relationships. They ensure the program meets NMBA standards and contemporary nursing practice requirements.
3. Course Monitoring Committee: This specialized committee provides comprehensive oversight of the Diploma of Nursing. Committee members include nursing coordinators, trainers, assessors, clinical partners, industry representatives, and student representatives. The committee meets quarterly to review student outcomes, assessment results, clinical placement effectiveness, industry feedback, compliance issues, and continuous improvement initiatives.
4. Quality Monitoring and Performance: The governance structure monitors key performance indicators including student completion rates, assessment pass rates, clinical placement outcomes, employer satisfaction, graduate employment rates, and regulatory compliance. Regular reports track trends and identify areas for improvement.

5. Risk Management: The governance framework identifies and manages risks to nursing education quality including clinical placement availability, staffing capacity, regulatory changes, student welfare issues, and industry partnerships. Risk assessments are conducted regularly with mitigation strategies implemented as needed.

6. Stakeholder Engagement: Your voice matters in course governance. Student representatives participate in the Course Monitoring Committee, student feedback is systematically collected and reviewed, and industry partners contribute to curriculum development and quality assurance. Regular consultation ensures the program remains relevant and responsive.

7. Continuous Improvement: Governance processes drive ongoing program enhancements based on student outcomes data, feedback from stakeholders, industry developments, validation activities, and regulatory updates. Changes are implemented systematically with appropriate consultation and communication.

8. Documentation and Transparency: All governance meetings are documented with minutes, decisions, and action items recorded. Committee reports are accessible to relevant stakeholders, and governance outcomes are communicated through appropriate channels.

9. Integration with Institute Systems: Nursing governance operates within the Institute's broader Quality Governance and Accountability Framework ensuring consistency with Institute-wide standards, reporting relationships, and quality assurance requirements across all programs.

Key Points to Remember

The Diploma of Nursing has dedicated governance oversight to ensure program quality and your success. Multiple leadership layers provide strategic direction, operational management, and detailed program monitoring. Student representatives participate in governance to ensure your voice is heard. The governance framework monitors performance, manages risks, and drives continuous improvement based on data and feedback. Industry partners and clinical placement providers contribute to governance decisions ensuring program relevance to workplace needs. All governance activities comply with regulatory requirements and nursing profession standards. You can raise concerns or provide feedback through your student representative or directly to Student Services.

Additional Information

Course governance ensures the Diploma of Nursing remains current with healthcare industry developments and nursing practice standards. The governance structure facilitates coordination between classroom learning, simulation laboratory activities, and clinical placements. Regular validation activities ensure assessment tools and teaching methods remain effective and compliant with standards.

Need Help?

If you have questions about course governance, want to provide feedback, or wish to participate in governance activities:

Contact: Head, School of Nursing, 1300 244 002, info@menzies.vic.edu.au

Student Services, 1300 244 002, academics@menzies.vic.edu.au

Related Policies

MITP001 – Quality Governance and Accountability Framework

MITP07 – Complaints and Appeals

MITP92 – Leadership and Accountability

MITP96 – Assessment Policy and Procedure – Diploma of Nursing

MITP99 – Student Progression – Diploma of Nursing

MITP103 – Nursing Simulation Lab Policies and Procedure

MITP104 – Risk Management Policy – Diploma of Nursing