

# Satellite Centres Policy

## Section 1 - Policy Statement

(1) This Policy outlines the principles for establishing Australian Catholic University (ACU) Satellite Centres and the associated governance, management and ongoing quality assurance mechanisms required for their operation.

## Section 2 - Policy Scope

(2) This Policy applies University-wide and to all staff and students of ACU.

## Section 3 - Definitions

(3) The definitions used in this Policy are consistent with the [Glossary of Student and Course Terms](#).

(4) The following terms have specific meanings in this Policy.

Term	Definition
Satellite Centre	means a place or site where learning, teaching, research and / or other services are provided for groups of ACU students and prospective students, but which are geographically and physically located away from the current ACU campuses. ACU Satellite Centres are badged as ACU sites and form part of the continuum of ACU delivery environments.

## Section 4 - Policy Context

(5) Satellite Centres may be established to meet a University priority, or need that is assessed by the Senior Executive as not able to be met solely through a campus or online response, or combination of both. This includes:

- responding to increasing demand for more workplace-based professional practice in health and education;
- for offerings in non-traditional delivery modes;
- to increase student access, ACU's presence and reach internationally and domestically; or
- to meet specific research or student cohort needs.

## Section 5 - Policy Purpose

(6) This Policy ensures:

- that the establishment and ongoing use of Satellite Centres aligns with the [ACU Mission, Identity and Values](#) and [ACU Strategic Plan](#), and complies with relevant Australian Government or host country legislation;
- that stakeholder relationships, internally and externally, are developed and / or enhanced consistent with the [ACU Mission, Identity and Values](#) and [ACU Strategic Plan](#);
- that a formal documented process for establishment of Satellite Centres is followed, including through

- educational partnership or affiliation agreements, and maintenance of the ACU Register of Satellite Centres;
- d. that ACU Satellite Centres will operate within appropriate governance structures, as defined in the [Satellite Centres Procedure](#);
  - e. that ACU Satellite Centres will be established where they make best use of ACU resources and contributions from priority partners;
  - f. that ACU Satellite Centres are considered in Faculty and Directorate Organisational Unit Plans, ACU strategic and infrastructure planning, and in policy development;
  - g. that operational risk management mechanisms for Satellite Centres are in place and effective; and
  - h. that effective mechanisms are in place to ensure quality assurance and integrity of academic processes, service delivery and infrastructure.

## Section 6 - Establishment of Satellite Centres

(7) All proposals for the establishment of a Satellite Centre must be developing following the process and criteria defined in the [Satellite Centres Procedure](#).

(8) All proposals for the establishment of ACU Satellite Centres must be endorsed and approved in advance by the Senior Executive.

(9) All Satellite Centres will be subject to an approved agreement or equivalent in accordance with the procedures and will be recorded on the ACU domestic or international register of Satellite Centres.

## Section 7 - Operation of Satellite Centres

(10) ACU Satellite Centres will operate under the terms of an approved agreement or equivalent, and in accordance with existing ACU statutes, regulations, policies and procedures.

(11) Where Satellite Centres require additional local-based protocols or processes, these will be negotiated and documented as part of the approved agreement.

(12) All ACU Satellite Centres will be badged with the ACU logo. Such branding must be in line with the [Brand Identity Guidelines](#).

## Section 8 - ACU Roles and Responsibilities

(13) The Senior Executive will be the Governing Authority for this Policy and associated [Satellite Centres Procedure](#).

(14) Roles and responsibilities of other ACU committees, Directorates, Faculties and staff will be defined in a schedule in the [Satellite Centres Procedure](#).

## Section 9 - Policy Review

(15) This Policy will be reviewed every five years in accordance with the [Policy Development and Review Policy](#).

(16) Unless otherwise indicated, this Policy will still apply beyond the review date.

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	5th March 2024
<b>Review Date</b>	30th April 2024
<b>Approval Authority</b>	Vice-Chancellor and President
<b>Approval Date</b>	5th March 2024
<b>Expiry Date</b>	Not Applicable
<b>Responsible Executive</b>	Patrick Woods Deputy Vice-Chancellor (Corporate)
<b>Responsible Manager</b>	Melinda Phillipson National Manager, Campus Leadership
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