

Policy Name	BENCHMARKING POLICY
Policy Number	G015_PO (Governance)
Purpose	Whitehouse Institute of Design, Australia, (Whitehouse) has established a benchmarking policy to: • ensure a common understanding of benchmarking • clarify the benchmarking approach to be used, and • state the requirements for benchmarking with nominated comparators.
Scope	This policy applies to all Whitehouse courses and operations. Many elements of Whitehouse's operations, academic and non-academic, may be subject to benchmarking, for example: • organisational structures • infrastructure and governance • teaching and learning outcomes • assessment • graduate outcomes • procedures and processes • compliance requirements.
Policy Statement	Principles of Benchmarking The Whitehouse approach to benchmarking is underpinned by a set of principles. Benchmarking: • is carried out in support of and alignment with the Whitehouse's mission and strategic priorities • is integrated into Whitehouse's planning • is purposeful in identifying areas of good practice and areas for improvement which leads to meaningful and worthwhile change • involves a commitment to learning and sharing good practice • is informed by an evidence-based approach • is respectful of any confidentiality requirements of benchmarking partners with respect to information shared. Benchmarking characteristics Benchmarking can take several forms and may be characterised by: • the organisational level at which it is undertaken, and • the partnership arrangements involved. Institutional Benchmarking Whitehouse is committed to establishing a benchmarking approach which involves: • institutional level agreements

	- External referencing: Benchmarking with organisations outside of the higher education sector if such organisations demonstrate evidence of good practice. It is envisaged that specialisation streams will engage in benchmarking as determined by the identification of potential partners who demonstrate best practice. National and International Comparators (External Referencing) In establishing national and international comparators Whitehouse will identify a select number of core activities for benchmarking and will establish independent Benchmarking Project Plans and Benchmarking Checklists for each partner. In determining useful institutional comparators for benchmarking at the specialisation level, Whitehouse will select like institutions which teach comparable programs in the specific specialisations that Whitehouse delivers. At the course level, institutions that offer comparable under and post-graduate degree programs. Objectives The overall objective of this policy is to ensure that Whitehouse, its various courses and academic offerings and its internal procedures and governance remain competitive, demonstrate evidence of good practice and provides insights into areas for improvement. Constraints - It is acknowledged that Whitehouse operates in a commercial environment where there are significant sensitivities towards the disclosure of potentially commercial-in-confidence data. - That there is in no specific requirement by regulatory bodies for the publication and dissemination of data regarding teaching and learning outcomes.
Relevant Legislation	- TEQSA: Higher Education Standards Framework (Threshold Standards) 2021 - TEQSA Guidance Note: Academic monitoring, review and improvement 2016 Higher Education Support Act (2003) Australia Qualifications Framework (AQF)
Key Related Documents	Benchmarking Procedure Benchmarking Framework Benchmarking Project Plan Benchmarking Guidelines Benchmarking Checklist
Definitions	Benchmarking: is a process that compares an organisation's practices, products, systems or processes against a set of standards or benchmarks (internal and / or external) for the purpose of improvement. Australian Qualifications Framework (AQF): the guidelines established for learning outcomes, knowledge, and skill levels for defined qualification levels of education in Australia.

Responsible Officer	Chief Executive Officer		
Approval Authority/ Authorities	Board of Governors		
Date Approved	20/12/2023		
Date of Commencement	21/12/2023		
Date for Review	21/12/2026		
Documents superseded by this Procedure	Benchmarking Policy and Procedure – November 2014		
Amendment History	06/2026 • Updated the Policy statement • Checked and updated the Relevant Legislation section • Checked and update the URLs/links. • Updated the Key Related Documents section • Added a Definitions section 05/2018 Re-branding – Header & Footer only 10/2016 Policy and Procedures separated and HE and VET documentations separated. Updated formatting and minor amendments 12/2023 Re-branding – Header & Footer only		
Signed and dated for Whitehouse Institute Pty Ltd			
	Signature	Leanne Whitehouse Name	20 12 2023 Date

INFORMATION FOR PUBLISHING ON POLICY REGISTER	
Category	Governance
Stakeholders	Board of Governors

	Academic Board Executive Management Academic Staff Administration Staff Students
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