Confidentiality of eVALUate data in course reviews

Quantitative eVALUate data (such as the data available in Course Summary Reports) can be released to those involved in course reviews, subject to the following specific constraints:

a. eVALUate data released for a review may only be used for the purposes of the review, and cannot be published in any way to any person outside the review process.

b. Those involved in the review process are bound by confidentiality in relation to the eVALUate data.

c. At the conclusion of the review, a copy of the eVALUate data must be stored securely as evidence of the review (e.g. for TEQSA purposes); all other copies of the eVALUate data must be destroyed.

d. All staff with access to eVALUate data for a review are reminded of confidentiality constraints, and of the consequences of misuse of eVALUate data. That is, misuse of data from eVALUate reports will be dealt with according to Clause 36 of the Certified Agreement on Disciplinary and Unsatisfactory Performance Procedures: Misconduct, or the Australian Workplace Agreement equivalent.

I, (name)……………………………………………………………………………………………., understand that the eVALUate data to which I have access for the purposes of assisting the Head of School and for academic review, is subject to the above terms and conditions.

Signed:………………………………………………………………………………………………………

Date:……………………………………………………………………………………………………….