

LTC15D189

Title: HIGHER EDUCATION REVIEW ACTION PLAN - Update
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Issue

Recipients are invited to consider the Updated Action Plan responding to the recommendations arising from the Higher Education Review.

Recommendation

The committee is asked to endorse the actions undertaken as described on the body of the paper

Resource Implications

The actions required were all of a relatively minor nature and so contained no resource implications for the University.

Risk Implications

The University is required to implement its Action Plan in accordance with the timescale laid down by the QAA: the Action Plan must be hosted on our website and all actions must be in place by September 2016. We are confident that all actions will be in place or completed by September 2016.

Equality and Diversity

N/A

Timing of decisions

Endorsement by LTC at its June meeting will ratify all actions undertaken to date and allow the remaining steps to be effected within the necessary timeframe.

Further Information

For further information regarding the issues in this paper please contact Dr Jon Sharp (Head LTS (Quality)) on 01603 9597374 jon.sharp@uea.ac.uk

Higher Education Review – University of East Anglia – Action Plan

The status of required actions in relation to the recommendations arising from the Higher Education Review Final Report is as follows:

- **Take steps to address inconsistencies in its stated positioning of the Medical Bachelor /Bachelor of Surgery (MB BS) degree on the FHEQ (Expectations A2.1, A1 and A3.1)**

This work has been completed and all documentation now correctly reflects the MB BS as being at FHEQ Level 7

- **Take steps to address the approval and completeness of its programme specifications (Expectations A2.2 and A3.1)**

This work has been largely completed under the aegis of the Working Group on Course Approval. A new pro-forma programme specification has been designed and supporting processes to ensure that all programme specifications are updated in a timely manner have been implemented. The final step in addressing this recommendation will be the consideration of a paper by LTC on the new course approval process at its first meeting of 2016/17.

- **Ensure effective oversight and monitoring of cumulative changes and deviations to programmes (Expectation B1)**

This work has been completed and consists of two separate actions. With immediate effect the Course Update process will include a check on the cumulative changes since the last Five Yearly Course Review and where more than 20% of the course is being changed the proposals will be referred to the relevant FLTQC for consideration and reported into LTC. In addition, the University will be introducing a new set of regulations governing Internal Quality Assurance that will take effect from 2017-18. These new regulations will incorporate a formal process whereby any significant changes are considered through a formal committee route.

- **Ensure that external academic expertise is consistently obtained, documented and considered as part of the course approval process to verify threshold academic standards and to demonstrate that the appropriate external reference points have been considered (Expectations A3.4, A3.1 and B1)**

This work has been completed. LTS are already ensuring that only those proposals which have appropriately sought external academic input are passed for consideration by LTC. In addition, the guidance notes accompanying the revised course approval process (see para. 12 above) will be explicit about this requirement and any proposal that does not evidence appropriate engagement with external academic expertise shall not go forward for consideration by LTC

- **Review assessment board regulations and their application to ensure greater consistency and equity of treatment of students (Expectations B6 and A2.1)**

This work has been completed. The removal of Starred Firsts has been approved by LTC (May 2016) and inconsistencies in assessment board regulations (in relation to progression on various courses) have been removed through amendments to the BIM and approved by LTC (June 2016).

- **Define, articulate and implement arrangements for the approval of cotutelle partners for dual awards, including taking steps to ensure that a cotutelle agreement has been signed before the relevant activity commences (Expectations B10 and B1)**

A due diligence checklist has been produced which reflects the outcomes of PGR Executive's consideration of the cotutelle issue and consultation with PGR Managers. Guidelines for staff initiating co-tutelle arrangements will be finalised and published by end June 2016.

- **Put in place mechanisms to ensure effective oversight to manage the variability in practice in the provision of programme information to current students (Expectation C)**

And

- **Communicate effectively to students' information about programme learning outcomes at the start of, and throughout, their studies (Expectations C and A2.2).**

The two recommendations relating to the provision of information are currently being addressed by a single working group being led by the ADTP. Much of the practical work has been concluded and some of the issues (such as the need for effective course level information) have already been addressed through the work of other Working Groups, such as the development of a new programme specification document. A final set of proposals will be considered by LTC in September 2016.