

West Dean College Higher Education Review (Alternative Providers) - Action Plan August 2016

| College Action Plan Arising from the HER (AP) March 2016  |                          |   |                |  |   |   |
|---|--------------------------|---|----------------|--|---|---|
| Item  | Quality Code Expectation | Action  | Target date(s) | Action by  | Success Indicators  | Reported to   |
| <b>Good Practice</b>  |                          |   |                |  |   |   |
| The strategic, professional and practice-led approach to teaching, which is effectively supported by ongoing research and development.                                      | Expectation B3           | Implement and keep under review staff development plan.   | July 2017      | Director of Education / Heads of School / Research Committee | Improved student satisfaction for quality of teaching.  | Teaching and Learning Forum/ Academic Quality Committee |
|   |                          | Continue to develop annual calendar of in-house T, L and A staff development opportunities.   | Ongoing 16/17  |  | Increase percentage of staff with teaching qualifications or HEA Fellowship.  |   |
|   |                          | Continue to develop research strategy in collaboration with partner institutions to provide opportunities for staff and students to contribute to projects and events in relation to established research groups. | Ongoing 16/17  |  | Development of externally funded research projects with partner institutions.<br>Annual programme of research symposia on site at West Dean with increased staff and student participation. | Research Committee/Academic Quality Committee           |
| The excellent, discipline-specific and professionally informed use of resources in both formal learning spaces and the wider institution to promote high quality education. | Expectation B4           | Articulate role of archive, collection and West Dean environment in revised teaching and learning strategy.   | March 2017     | Director of Education / Heads of School                      | Active use of the archive and collection as a teaching resource.  | Teaching and Learning Forum/ Academic Quality Committee |
|   |                          | Continue to develop an integrated approach to HE, short course and events planning.   | Ongoing 16/17  |  | Increased level of HE students undertaking short courses to complement the HE programme   |   |

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| <p>The strategic, professional, well supported and thoroughly embedded approach to the provision of effective work placements.</p> | <p>Expectation B10</p> | <p>Develop work placement strategy for FdA and Collections Care programmes.</p> <p>Evaluate and review work placement policy and guidance documentation annually.</p>   | <p>December 2016</p>  | <p>Programme Tutors / Academic Registry</p>                   | <p>All students successfully secure and complete work placement in accordance with Programme Document.</p> <p>Positive feedback from placement providers and improvement in student satisfaction in relation to work placement information.</p> | <p>Academic Quality Committee</p> |
| <p><b>Affirmation</b></p>  |                        |   |   |   |   |                                   |
| <p>The work being undertaken by the College to improve the timing and quality of summative feedback.</p>                           | <p>Expectation B6</p>  | <p>Centrally monitor adherence to assessment feedback deadlines.</p> <p>Continue with programme of staff development and training to include a roll out to Associate Tutors.</p> <p>Publish all summative assessment deadlines at the start of academic year.</p> <p>Develop on line feedback procedures in conjunction with VLE development.</p> <p>Introduce more varied feedback mechanisms that are discipline orientated.</p> <p>Review content of induction</p> | <p>July 2017</p> <p>16/17</p> <p>Oct 2016</p> <p>16/17</p> <p>16/17</p> <p>Oct 2016</p> | <p>Programme Tutors / Heads of School / Academic Registry</p> | <p>Improved student satisfaction with assessment feedback as indicated by Student Questionnaire.</p>  | <p>Academic Quality Committee</p> |

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|  |  | session on assessment and produce 'student guide to assessment'. |  |  |  |  |
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The College's latest HER (AP) report is available at:

<http://www.qaa.ac.uk/reviews-and-reports/provider?UKPRN=10032288>