

Review of College Higher Education by the Quality Assurance Agency for Higher Education

Doncaster College Action Plan 2013

Good Practice	Action to be taken	Target Date	Action by	Success Indicators	Evaluation Reported to
1 The way in which the college has developed a distinct identity and ethos for its higher education provision, including the emphasis on staff scholarship and research (paragraph 2.4)	<ul style="list-style-type: none"> • UCD RTS to further raise stand & expectations of RAS • Maintenance of teaching fellowship scheme • Continue of R&S development via the HE Staff Development budget • Continuation of external and internal journal outputs • Liaison with other HEI's and the HEA 	July 2014 Achieved	Deputy Director	<ul style="list-style-type: none"> • All staff masters • 90% teach qualifications • 40% fellow HEA • Increase in RSA output • Improve NSS • Centres of excellence • Successful bids 	Teaching Learning and Assessment committee
2 The high quality of the placement handbook for the BA (Hons) Early Childhood Studies and the Relate Institute Code of Practice on Placement Learning (paragraph 2.23).	<ul style="list-style-type: none"> • Cross UCD dissemination of ECS Placement handbook • RI Code of Practice to be modified to replace current UCD CoP 	September 2013 achieved December 2013 achieved	Director	<ul style="list-style-type: none"> • Implementation of UCD on place learning • Consistent use of ECS exemplar placement handbook • Revised CoP for Placement Learning 	Teaching Learning and Assessment committee
Recommendations	Action to be taken	Target Date	Action by	Success Indicators	Reported to
1 For the commencement of the academic year 2013-14: develop a policy applicable to all higher education for the consistent sharing of external examiner reports with students (paragraph 3.2 and 1.5)	<ul style="list-style-type: none"> • Policy on consistence sharing of External Examiner reports. Students to be consulted and to include detail of where report is to be found and how students access it (in student handbook) 	September 2013 Achieved	Deputy Director	<ul style="list-style-type: none"> • Review of student involvement in matters of quality July 2014 	Teaching Learning and Assessment committee
2 For the commencement of the academic year 2013-14:	<ul style="list-style-type: none"> • Revisit C & A procedure to align with revised chapter in UK Quality Code and consult with student body 	September 2013 Achieved	Director	<ul style="list-style-type: none"> • Revised student charter Sept 2013 • Survey of students 	Academic Quality and Standards committee

<p>ensure that the information on complaints and appeals procedures is proactively brought to the attention of all students (paragraph 2.13)</p>	<ul style="list-style-type: none"> • Improve student chapter in include explicit detail re C & A prod in cont into student body • Revise student handbook with clear details of how to appeal on blackboard 			<p>indicating all aware of C & A protocols. April 2014</p> <ul style="list-style-type: none"> • Student complaints and appeals data July 2014 	
<p>3 For the commencement of the academic year 2013-14:</p> <p>ensure that arrangements for work placements do not affect the students' ability to attend their other scheduled teaching (paragraph 2.25).</p>	<ul style="list-style-type: none"> • Timetable review of all WP modules to ensure students can attend scheduled teaching 	<p>2013 Sept Achieved</p>	<p>Asst Director</p>	<ul style="list-style-type: none"> • Students able to attend all scheduled teaching 	<p>Teaching Learning and Assessment committee</p>
<p>4 For implementation during the 2012-13 reporting cycle:</p> <p>review the action-planning elements of quality processes to ensure that responsibilities and timescales are clearly indicated (paragraph 1.11).</p>	<ul style="list-style-type: none"> • Revised quality process already planned and disseminated to staff • AMR review meetings • Mid year review with action plans that include timescales 	<ul style="list-style-type: none"> • July 2014 Achieved • Sept 2013 Achieved • March 2013 • Achieved 	<p>Director</p>	<ul style="list-style-type: none"> • AMR minutes and Ex Ex action plans managed in timely manner and disseminated to students via blackboard 	<p>Academic Quality and Standards committee</p>
<p>5 For completion by the end of the academic year 2013-14:</p> <p>review the approach to the involvement of students in quality assurance, including the college's Code of Practice on Student Engagement, to enable effective partnership working to take place at all levels (paragraph 2.10)</p>	<ul style="list-style-type: none"> • Evaluation of student engagement • Recommended to committee • Fresher's week talk for all new students regarding what being a student rep involves • Student rep training regarding quality matters in particular how AMR and external examiner reports ensure continual improvement 	<ul style="list-style-type: none"> • July 2013 • Sept 2013 Achieved • Oct 2013 Achieved • Nov 	<p>Deputy Director</p>	<ul style="list-style-type: none"> • Survey of students demonstrating SEE greater partnership • Evidence of increased student engagement in all matters of quality assurance 	<p>Student Enhancement Experience and Group</p>

	<ul style="list-style-type: none"> • AMR and External Examiner action plans to be discussed and reviewed with students at programme level • Student reps to participate in AMR review process 	<p>2013 Achieved</p> <ul style="list-style-type: none"> • March 2014 Achieved 			
<p>6 For completion by the end of the academic year 2013-14:</p> <p>revise the approach to quality enhancement to ensure that a strategic approach is taken, which includes clear links with the College's strategic priorities, explicit use of management information and the effective capture of enhancement opportunities arising from quality monitoring processes (paragraph 4.6).</p>	<ul style="list-style-type: none"> • Research other HE enhancement strategies • • Revise college strategic priorities to include HE enhancement • Demonstrate explicit use of MIS a programme level (AMR's) to strategic level • Include enhancement opportunities in QM process at programme level 	<p>September 2013 achieved</p> <p>December 2013 achieved</p>	HE Strategy Group	<ul style="list-style-type: none"> • Clear synergy between college strategic plan and enhancement of the HE Student Experience. 	Student Enhancement Experience and Group
Affirmation of action	Action to be taken	Target Date	Action by	Success Indicators	Reported to
<p>The QAA review team affirms the following actions that Doncaster College is already taking to make academic standards secure and/or improve the educational provision offered to its students</p> <p>The recent engagement of students in the twice-yearly review of ongoing monitoring referred to as Quality Enhancement Plans (paragraph 2.8).</p> <p>The actions that the College is currently undertaking to address the</p>	<ul style="list-style-type: none"> • See detail at recommendation 5 • The issues relating to IT infrastructure have been resolved 	September 2013	Director of CTS	<p>Student feedback via SPOMS</p> <p>NSS</p> <p>Focus groups</p> <p>Staff student council</p>	Relevant committee

