

[School] Programme Leaders Annual Report Evaluative Review of 2021/22

All programme leaders are required to complete provide information each year to record the deliberative steps taken to enhance the programme. Programme leaders use their academic and professional experience and judgement to critically evaluate and reflect upon the academic standards and quality of the learning opportunities offers to students, regardless of the mode, place of delivery or stage of study. Programme leaders are encouraged to meet with colleagues who contribute to the delivery of the programme to discuss and inform this evaluative report.

In completing their analysis, programme leaders should consider and reflect upon any identified differences between modes and places of delivery and student groupings.

In preparing the reports, Programme Leaders should draw upon a range of evidence sources, including the Programme Performance Dashboard available from Cognos, which should be appended to this report. The Module leaders' evaluative reports will be a key information source to draw upon and these should be made available to you from the School Quality Office.

Information provided in these reports will be used by your School to inform its enhancement planning and will be made available to the Department of Learning & Teaching Enhancement (DLTE). These reports inform the evidence base for Institution led Review that programme teams should draw upon when preparing for periodic review.

* This form will record your name, please fill your name.

1. Programme Title(s) *

2. Programme Code(s) *

3. Name of Programme Leader(s) (if different to individual submitting this report)

4. If any of the programmes included in this report are collaborative, please provide information as to how the collaborative partner has been involved in the development of this report.

5. Summarise any changes that have happened since the last report. If actions were identified in your previous report(s), please provide an update on progress and report on the impact of these actions.

Programme Performance

The following questions require you to draw on evidence and data gathered during the review

6. Your responses to the following questions should utilise data presented in the programme performance dashboard available within Cognos (<https://tinyurl.com/yc276mzp> - accessible on VPN).

Please attach the pdf report for the dashboard relevant to your programmes. *

↑ Upload file

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7. Summarise what has gone well with the programme this year and how you know.

You should consider performance against the key performance indicators (positive student progression, graduate employment, student survey outcomes) and information from modules.

Include any good or innovative examples of learning and teaching practice or strengths and achievements identified within the module leader reports. *

8. Summarise the challenges encountered by the programme this year.

What has gone less well, and how do you know? You should include comment on any of the information which falls below the key performance targets in the Programme Performance Dashboard. *

9. What have stakeholders told you about the programme this year?

What feedback have you received on the programme from your students? What feedback have you received from colleagues who have contributed to the programmes; external examiners; professional, statutory and regulatory bodies; employers or industrial liaison groups etc. *

ENhance Framework - Engagement

These questions are seeking to explore how the programme is engaging with Edinburgh Napier's Curriculum Enhancement Framework (ENhance) - Further information about ENhance is available <https://staff.napier.ac.uk/services/dlte/GSCF/Pages/GSCF.aspx> and additional guidance is available: <https://staff.napier.ac.uk/services/dlte/GSCF/Documents/ENhance%20guidance%20document.pdf>

This section is intended to be a self-assessment of the programme's engagement - helping you to identify the strengths and areas for development for your programme and will inform the evidence-base when your programme comes forward for recognition against the ENhance threshold.

10. Please provide a self-assessment with respect to progress in delivering a programme which adheres to the University's ENhance Principles:

ENhance principle 1 The curriculum demonstrates a proactive approach to engaging students in their learning in relation to the theme

ENhance principle 2

Learning opportunities related to the theme are clearly and coherently woven throughout the programme in its content; opportunities afforded to students by the learning environment including the student community; scope and accessibility of field trips, talks, exchanges etc; · learning and teaching and assessment activities; plans for curriculum enhancement

ENhance principle 3

Embedding of the theme is resilient to changing circumstances (eg. not wholly dependent on face-to-face delivery or a single member of staff.

ENhance principle 4

There is evidence of the curriculum developing Digital and Information Literacy; and Citizenship and Community.

You may find the threshold descriptor

helpful: <https://staff.napier.ac.uk/services/dlte/GSCF/Documents/ENhance%20threshold%20criteria.pdf> *

	Working towards threshold	Achieving threshold	Exceeding threshold	Unsure
Inclusion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Research & Practice Integration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Global Outlook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sustainability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

11. If you answered 'Unsure' to any of the questions above, please explain what further information you would require to undertake this self-assessment with confidence.

12. If you have self-assessed your programme(s) to be achieving/exceeding threshold with respect to one or more themes - please provide some further detail to explain how the four ENhance principles manifest in your curriculum design.

NB. Information provided here will inform the evidence base when your programme is next considered for threshold recognition (ILR or ENhance conversation)

Suggested word limit (500 words)

Programme Enhancement Planning

From 2022/23 all programme leaders must retain an ongoing programme enhancement plan. As a minimum, the plan must be formally reviewed and updated at least annually (as part of annual monitoring and review), though it could also be referenced and updated as part of regular team meetings and formal events – such as Programme Boards of Studies. The intention is that the enhancement plan is an active document and adds value to ongoing programme management:

- To demonstrate commitment to an enhancement-led approach, by which you are responsive to student and other stakeholder feedback in making ongoing improvements to the programme and its delivery – and capturing progress made towards enhancement.
- To capture and record deliberative work required to reshape curricula and learning and teaching approaches in accordance with the ENhance Curriculum Framework, and recording impact achieved.
- To improve transparency within programme teams (programme leaders, module leaders, professional support staff associated with the programme) and to offer greater resilience and continuity when role holders change.
- To improve the effectiveness of programme enhancement planning – recognising that triggers for considering change come at different times and in different formats throughout the academic year (eg. Conversations with colleagues; individual reflection; student survey results; external examiner reports; module change requests etc).

There is no single format for programme enhancement plans, though a template is available if

13. Upload your current enhancement plan *

There is no fixed format for the programme enhancement plan - a template is available <https://tinyurl.com/y8pyn8ae>, but other formats are also welcome if they address the requirements stated above.

 Upload file

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