FE PROGRAMME PERFORMANCE REVIEW

For: *(Programme Name)*

Academic year: 2015 - 2016

SECTION ONE refers to the completion of the previous year's improvement plan and the evaluation of the current year's programme performance.
Where possible, reference should be made to each type of provision (16-19, adults, apprentices and learners with high needs).
If 'Action is Required' ensure that this is included in Section Two.

SECTION TWO (Programme Improvement Plan) details programme modifications/improvements during the year and plans for further improvement.

Please refer to the FE programme data sheets (on the website) and the student satisfaction data provided by CQD.

Completion of the FE Programme Performance Review is an ongoing process that should be carried out over the duration of the academic year. The review should be **substantially completed by 31st July 2016** to enable it to inform the School / Department SAR.
Following publication of the 2015-2016 data, the fully completed review should be forward to the Dean of School / Director **by the end of September 2016.**

SECTION ONE:

Prompts	Evaluation/Review
1. Review of previous improvement plan **Please comment on changes made to the programme as a result of last year's improvement plan.** *Action required/Not required? (Delete one)*	
2. In-year performance review 1 **To be completed on FRIDAY 29 JANUARY** **Please review the in-year programme retention and attendance performance including trends.** *Action required/Not required? (Delete one)*	

3. <u>In-year performance review 2</u> **To be completed on <u>FRIDAY 22 APRIL</u>** **Please review the in-year programme <u>retention</u> and <u>student performance</u> to predict expected QAR rate.** *Action required/Not required? (Delete one)*	
4. <u>External Comment</u> **Please refer to comments from External Verifiers/Moderators and other external partners with regard to assessment standards, programme performance and the student experience** **This may include comments on teaching, learning and assessment** *Action required/Not required? (Delete one)*	
5. <u>Assessment and Verification</u> **Please comment on the effectiveness of assessment in planning and monitoring learners' progress this year.** *Action required/Not required? (Delete one)*	
6. <u>Equality and Diversity</u> **How effectively are the Team narrowing any achievement gap between groups of learners (if any)?** *Action required/Not required? (Delete one)*	

7. Student Satisfaction **Please evaluate student satisfaction from the UCB questionnaire data with regards to:**	
7a. teaching *Action required/Not required? (Delete one)*	
7b. assessment and feedback *Action required/Not required? (Delete one)*	
7c. student support *Action required/Not required? (Delete one)*	
7d. organisation and management **(also includes satisfaction with enrolment, induction and timetable)** *Action required/Not required? (Delete one)*	
7e. programme resources *Action required/Not required? (Delete one)*	
7f. overall satisfaction with the programme *Action required/Not required? (Delete one)*	
8. Enrolment **Please comment on enrolment data/trends for the programme. Include comparisons of student numbers and gender/ethnicity profiles for example** *Action required/Not required? (Delete one)*	

9. <u>Retention</u> **Please comment on retention data/trends for the programme. Refer also to benchmark data for the programme.** *Action required/Not required? (Delete one)*	
10. <u>Pass rates</u> **Comment on pass data/trends for the programme. Refer also to benchmark data for the programme.** *Action required/Not required? (Delete one)*	
11. <u>Qualification Achievement Rates (QAR)</u> **Comment on QAR data/trends for the programme. Refer also to benchmark data for the programme.** *Action required/Not required? (Delete one)*	
12. <u>Attendance</u> **Comment on the attendance data/trends for the programme.** *Action required/Not required? (Delete one)*	

Assistant Dean's Summary of the Programme Performance:

In Section Two below (the Programme Improvement Plan); note the action for improvement taken during the year and action still outstanding. The outcomes for any outstanding action will be reviewed in question 1 of next year's FE Programme Performance Review.

SECTION TWO - PROGRAMME IMPROVEMENT PLAN:
For: *(Programme Name)*

Prompt number and item to be addressed	Action taken/to be taken	Responsibility/Timescale	Outcomes