Annual Programme Evaluations (APEs) 2018/19 Thematic Element Removal Proposal

Summary
The briefing paper in Appendix 1 was presented to Associate Deans (Education) Forum on the 18th October and feedback from the ADEs recommended the removal of the thematic element from the 2018/19 APEs in order to ensure appropriate focus is placed on the Teaching Excellence framework (TEF) narrative.

Educational Quality Committee is asked to

- **Consider** the removal of the thematic element from the 2018/19 Undergraduate APEs
Annual Programme Evaluations (APEs) 2018/19 Thematic Element Removal Proposal

Summary

Staff feedback from the 2017/18 APE Workshops suggested that the Thematic element for 2018/19 should be agreed and shared in December 2018 in order to ensure that Schools have sufficient time to engage with and keep a record of evidence for the chosen theme.

In order to discuss and generate potential themes for the 2018/19 APEs the briefing paper in Appendix 1 was presented to Associate Deans (Education) Forum on the 18th October. Feedback from the ADEs recommended that thematic element from the 2018/19 APEs is removed in order to ensure appropriate focus is placed on the subject-level Teaching Excellence framework (TEF) narrative.

Background

Since 2015/16 thematic elements have been added to the Annual Programme Evaluation (APE) Undergraduate (UG) paperwork in order to improve engagement with the review activity and explore a particular theme / area in more depth; the 2015/16 thematic element was ‘Embedding Employability within the Curriculum’, the 2016/17 thematic element was ‘Assessment Strategy’ and ‘Progression’ and the 2017/18 thematic element is ‘Internationalisation of the Curriculum’.

The theme for 2015/16 was embedded in both the UG and Postgraduate Taught (PGT) APEs, however in 2016/17 and 2017/18 it was agreed that the thematic element would only be embedded within the UG APEs as drawing a correlation between the UG and PGT programmes would not be comparable.

Following recent sector changes, with the introduction of the new Office for Students (OfS) regulations and the subject-level TEF criteria / metrics and through consultation with academic and professional staff a need has also been identified to review the APE Undergraduate (UG) and Postgraduate taught (PGT) policy, process, guidance and forms for 2018/19 to ensure that our annual programme evaluations are fit for purpose, robust and valuable (see agenda item 21b).

Action

In light of the ADE Forum feedback and the APE review proposal Educational Quality Committee is asked to consider the removal of the thematic element from the 2018/19 APEs.

Georgia Moustaka
Quality & Standards Officer, Student and Academic Services
October 2018
Appendix 1: Paper 3. APE 2018/19 Thematic Element Briefing Paper for ADE Forum

Annual Programme Evaluations (APEs) 2018/19 Thematic Element

Summary
Following the 2017/18 APE Workshops which took place from July - October 18 feedback from staff highlighted a need for the Thematic element to be agreed at an earlier date in order to allow programme directors and other academic staff sufficient time to engage with, explore and record evidence / outcomes for the theme. Typically the theme is announced in March of the year under review, it was suggested that the theme should be shared with Schools in December 2018.

Background
Since 2015/16 thematic elements have been added to the Annual Programme Evaluation (APE) paperwork in order to explore a particular theme / area in more depth; the 2015/16 thematic element was ‘Embedding Employability within the Curriculum’ in order to focus on how each School’s curriculum has been designed to develop the transferable skills, attributes, self-awareness and confidence required in the industry sectors. This theme was embedded within the both the Undergraduate (UG) and Postgraduate Taught (PGT) APEs.

The 2016/17 thematic element was ‘Assessment Strategy’ to help inform the undergraduate assessment review, and ‘Progression’ to align to City’s Vision and Strategy KPIs. The theme for 2016/17 was only embedded within the Undergraduate (UG) APEs as the Assessment Strategy and the Progression KPIs were not relevant for the Postgraduate provision.

The 2017/18 thematic element is ‘Internationalisation of the Curriculum’, as Internationalisation is becoming increasingly predominant on the Higher Education agenda the theme has been selected in order to explore how internationalisation is interpreted within each discipline and the extent to which it is embedded within programmes. Similarly to the previous theme it was again agreed that the thematic element for 2017/18 would only be embedded within the UG APEs as drawing a correlation between the UG and PGT provisions would not be comparable.

Action
The Associate Deans (Education) Forum is asked to consider and make recommendations on the following:
- Potential Themes for the 2018/19 APEs
- Appropriateness of embedding the theme across both UG and PGT
- Expected outcome of the thematic element analysis

Georgia Moustaka
Quality & Standards Officer, Student and Academic Services
October 2018