

**ANNUAL PROGRAMME EVALUATION REPORT**

**Reflecting on Academic Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Programme title(s)** | **Level** | **Programme Leader** |
|  |  |  |
|  |  |  |
|  |  |  |

*Programmes that share a significant amount of content may be included in a single report.*

**Evidence Base (tick all that apply)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **External Examiner Report** |  | **Student data** |  | **Component/Module Surveys** |  |
| **Programme Surveys** |  | **Programme Forum action grids** |  | **Feedback from placements** |  |
| **National Student Survey** |  | **Collaborative partnership report** |  | **Other (please state)** |  |

# ACTIONS FROM THE PREVIOUS YEAR’S ANNUAL PROGRAMME EVALUATION (APE)

[copy and paste last year’s APE action plan here]

|  |
| --- |
| * Are there any actions from last year’s action plan that were not completed? * Should these be carried over to this year’s action plan? If so, include in the new action plan at the end of the form. * If not, why not? |
|  |

# PROGRAMME DELIVERY

|  |
| --- |
| Were any amendments introduced to the programme last year (amendments approved the year before)? **YES  NO** |
| * If YES, what were the amendments? How were the amendments received by students? Did the amendments meet the intended aims? * If NO, insert N/A. |
|  |
| 1. **Was last year the first year the programme was delivered after revalidation?**   **YES  NO** |
| * If YES, have all the revalidation recommendations been addressed? If not, have they been added to the APE Action Plan? * If YES, evaluate the delivery of revalidated programme. What went well? What did not go as expected? Did the revalidation meet the intended aims? * If NO, insert N/A. |
|  |

# PROGRAMME AND MODULE SURVEYS AND EXTERNAL EXAMINER REPORTS

|  |
| --- |
| 1. **Identify up to three main themes arising from the Programme Surveys/NSS from last year**. |
| * What do you think were the reasons for the feedback received through the surveys (positive or negative)? * What was done last year to address the issues or what is planned to be done this year? * Are there any actions to be added to the APE action plan from this section? |
|  |
| 1. **Identify up to three main themes arising from the Module Surveys and Module Leader’s responses from last year.** |
| * What do you think were the reasons for the feedback received through the surveys (positive or negative)? * What was done last year to address the issues or what is planned to be done this year? * Are there any actions to be added to the APE action plan from this section? |
|  |
| 1. **Identify up to three main themes arising from the External Examiner report and feedback for last year.** |
| * What do you think were the reasons for the feedback received from the External Examiner (positive or negative)? * What was done last year to address the issues or what is planned to be done this year? * Are there any actions to be added to the APE action plan from this section/the response to the External Examiner? |
|  |

# STUDENT DATA

|  |
| --- |
| 1. **Summarise up to three main observations from the application and enrolment numbers and applicant statistics for last year’s intake in relation to**  * **Meeting recruitment targets** * **Diversity of the applicants** * **Efficiency of the admissions process** |
| * Are there any actions identified from this section for the APE action plan? |
|  |
| 1. **Summarise up to three main observations from the student progression data from one year to the next.** |
| * If there are no progression points on the programme, insert N/A. * Are there any actions identified from this section for the APE action plan? |
|  |
| 1. **Summarise up to three main observations from the student retention data (number of withdrawals) from last year.** |
| * Are there any actions identified from this section for the APE action plan? |
|  |
| 1. **Summarise up to three main observations from the student achievement data (number of students who passed vs failed, number of students achieving each category of classification) from the last year.** |
| * Are there any actions identified from this section for the APE action plan? |
|  |

# INSTITUTIONAL THEMES

|  |
| --- |
| 1. **Identify up to three examples of how diversity was celebrated and/or enhanced on the programme in the last year.** |
| * E.g. portrayal of diverse role models, case studies, extra-curricular activities etc. * Are there any actions identified from this section for the APE action plan? |
|  |
| 1. **Identify up to three examples of how assessment and feedback were improved and/or addressed on the programme last year.** |
| * E.g. improved marking practices, staff development, calibration sessions on assessment criteria, improved feedback report templates etc. * Are there any actions identified from this section for the APE action plan? |
|  |
| 1. **Identify up to three examples of student feedback that was received and addressed last year, and how action taken was communicated back to students.** |
| * If the programme includes placements, include reference to the feedback collated from students and placement hosts here. * Are there any actions identified from this section for the APE action plan? |
|  |
| 1. **Summarise up to three observations on the staffing resources and learning resources on the programme in the last year.** |
| * Are there any actions identified from this section for the APE action plan? |
|  |

# COLLABORATIVE PARTNERSHIPS

|  |
| --- |
| Does the programme have any collaborative partnerships as defined in Chapter I of the Academic Quality Handbook? If so, which? If not, please do not respond to the rest of the questions in this section. |
|  |
| Were there any issues or concerns relating to collaborative partnerships on the programme this year relating to   * Achievement of students from partner institutions/on partnership modules * Experience of students from partner institutions/on partnership modules * Quality of teaching/student experience at the partner institution, where relevant * Communication with the partner institution * Changes taking place at the partner institution * Circumstances or external context of the partner institution * Anything else? |
|  |
| How often and in what way(s) did you communicate with the partner institution this year? |
|  |

# ACTION PLAN

Please complete the action plan in the separate document provided and submit together with this APE report.

**Additional notes**

|  |
| --- |
| **You can use this text box to expand any of the above sections or to add any further evaluation or observations on the programme from the year under review, if you wish.** |
|  |
|  |