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Quality Assurance of Educational Courses (Programmes)

# Learning outcomes

➢ Appreciate the importance of QA system;

➢ Develop a well designed course documentation;

➢ Identify generic transferable skills;

➢ Identify various quality assurance systems/mechanism.

# Activity 1 – Quality system/assurance

- In groups: Discuss quality system/assurance do you have/implement in your courses?
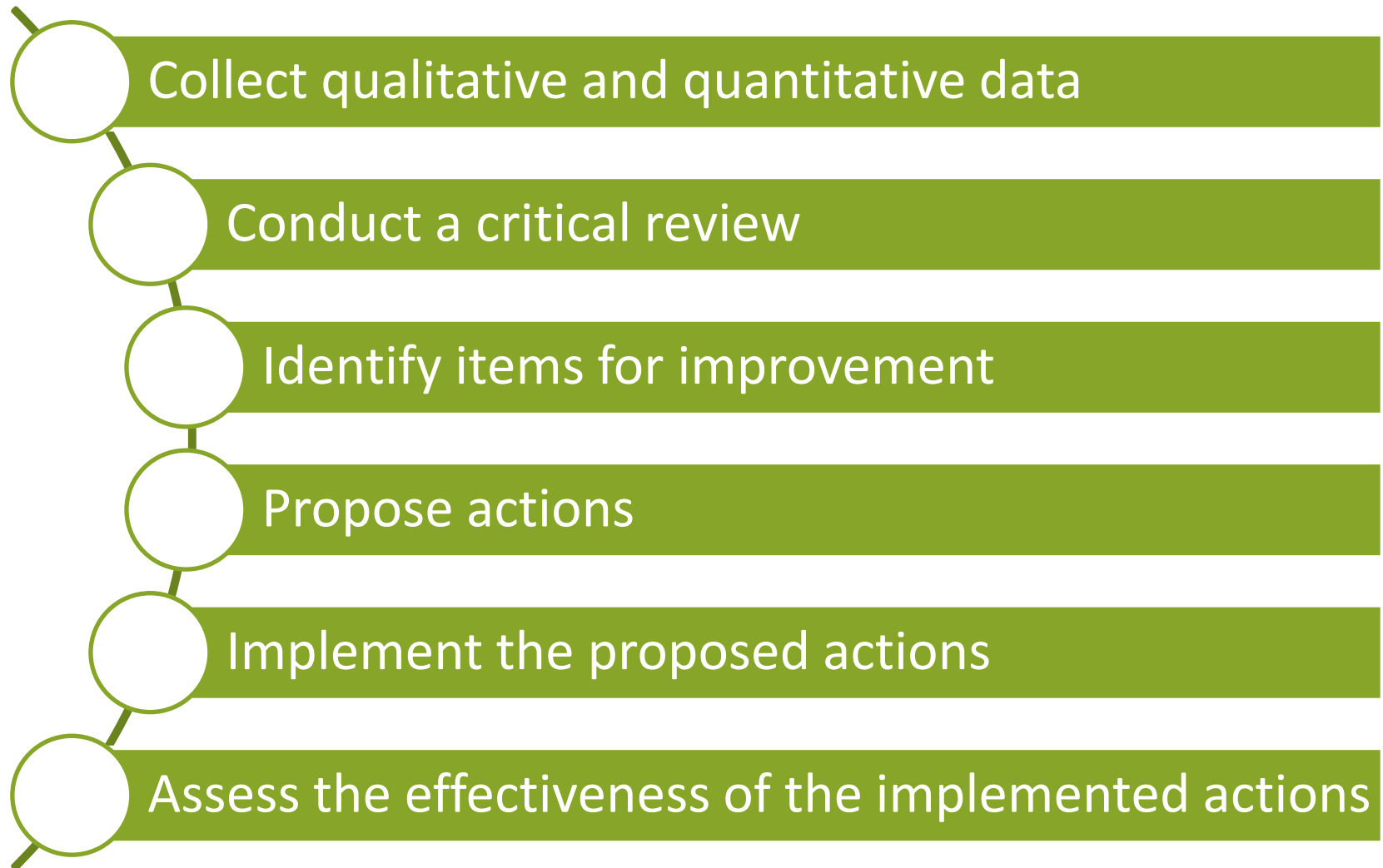
# What is QA?

➢ Making sure that the academic standards and the quality of provision is satisfactory.

➢ Quality assurance refers to a range of review techniques designed to safeguard academic standards and promote learning opportunities for students of acceptable quality.

➢ Historically Universities were very special. No external QA (checks on whether a good job was being done) or internal QA.
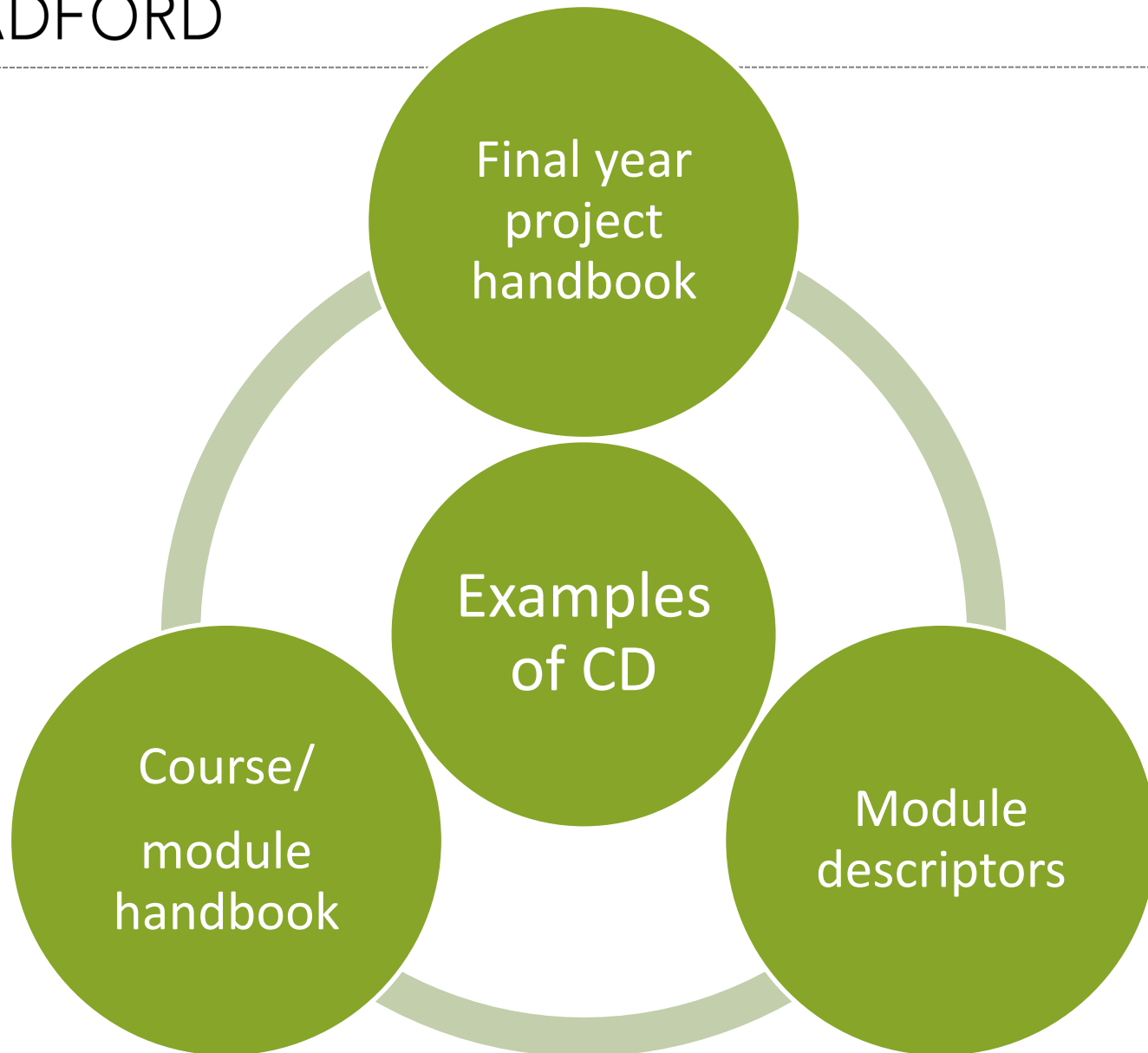
# Why QA?

➢ The growth in higher education that has occurred in many countries.

➢ The increased diversity in HE provision including the growth in distance learning.

➢ The increase in the number of private, including "for profit", providers.

➢ The ever increasing internationalisation of higher education and the need for the mutual recognition of qualifications.

Collect qualitative and quantitative data

Conduct a critical review

Identify items for improvement

Propose actions

Implement the proposed actions

Assess the effectiveness of the implemented actions

# Activity 2 – Course Documentation

➢ Do you have any course documentation?

➢ What is the purpose of course documentation?

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Final year project handbook

Examples of CD

Course/ module handbook

Module descriptors

- Communication
- Team work
- Life long learning
- Information management
- Managerial and leadership
- Professionalism, values and attitude
- Critical thinking & Problem solving

# Activity 3 – Module Descriptors

- What should be included in a Module descriptor?

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- Pre-requisite, Co-requisite, Credits,
- Module aims
- Module learning outcomes
- Module assessment
- Module delivery and study hours
- Module syllabus
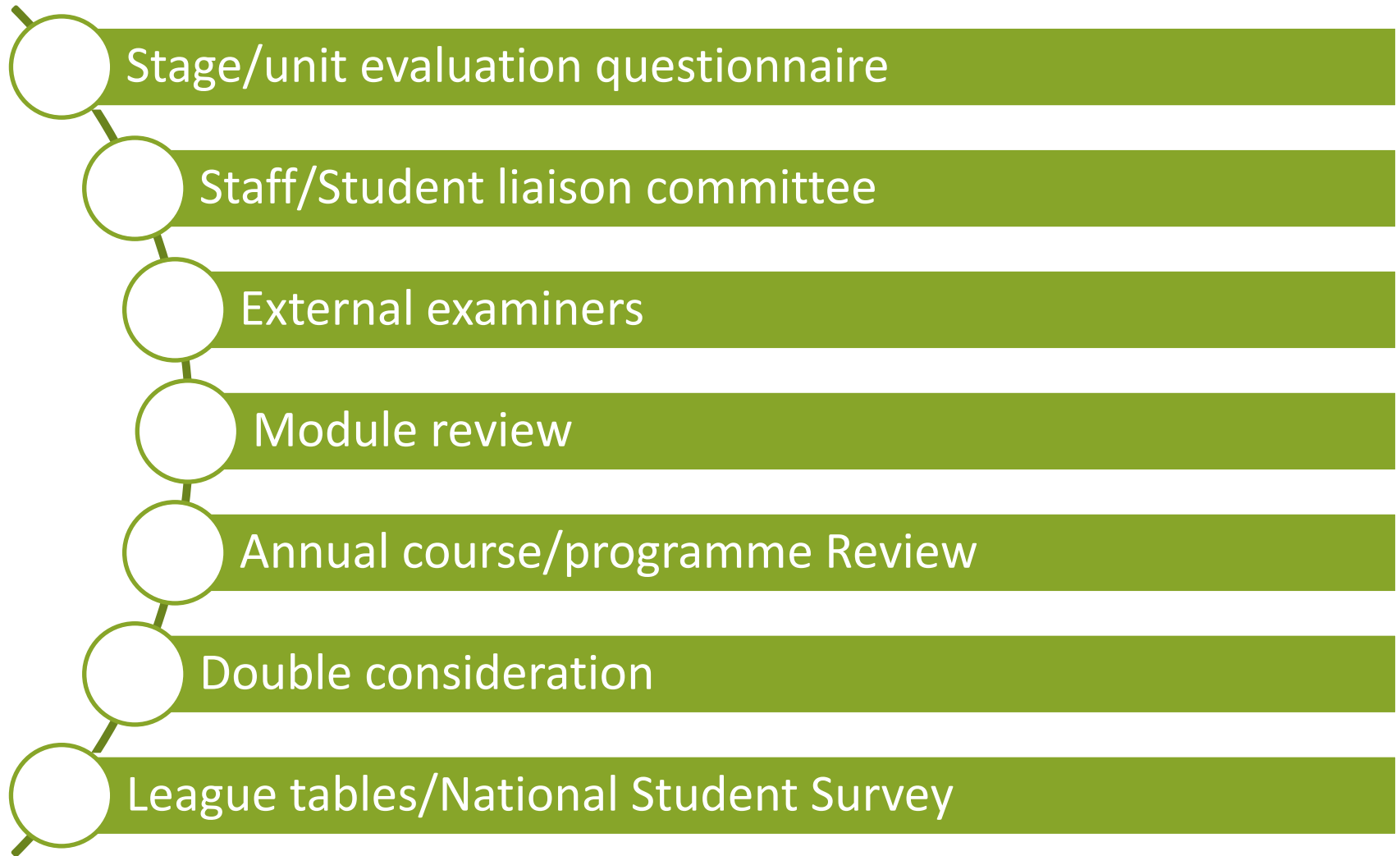- Reading list and other supporting information
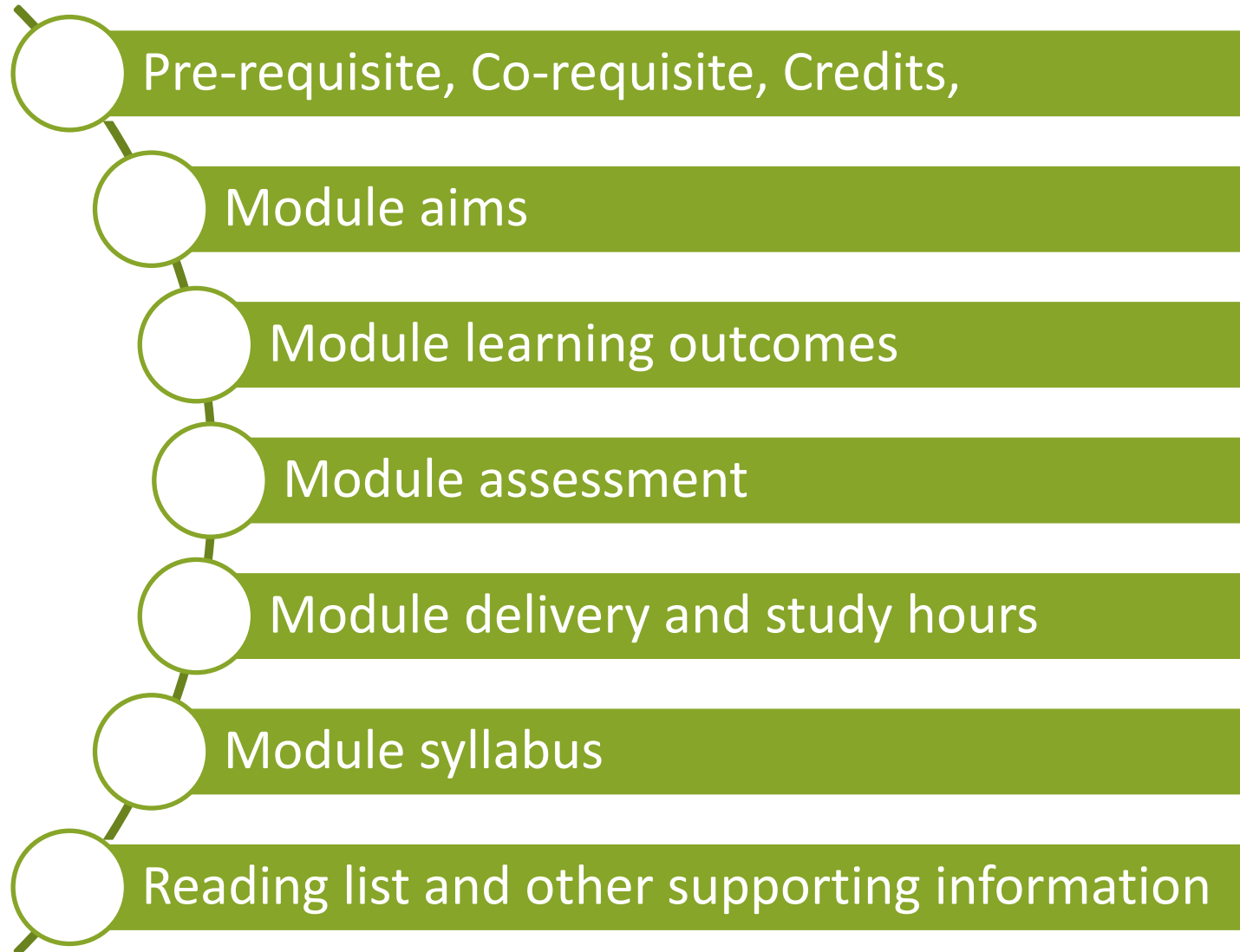
# Course/programme Handbook

- Covers full details of the course.
- Course aims and learning outcomes
- Course curriculum
- Summary of assessment regulations
- Teaching, learning and assessment strategies
- Student support and guidance
- Academic staff teaching.
- Facilities & laboratories available.
- Any other supporting information for students learning.

# Final Year Project Handbook

➢ Covers the mechanism of project allocation and deadlines.

➢ General layout of the project report.

➢ Research methodology.

➢ Project assessment and criteria.

➢ Health and safety of working in labs

# Quality Assurance Mechanisms

- Stage/unit evaluation questionnaire
- Staff/Student liaison committee
- External examiners
- Module review
- Annual course/programme Review
- Double consideration
- League tables/National Student Survey

# Student Evaluation Questionnaires (SEQ)

➢ Purpose of SEQ

➢ Unit evaluation questionnaire

➢ Stage evaluation questionnaire

# Staff-Student Liaison Committees

➢ Purpose?

➢ How often?

➢ Who should attend it?

➢ Actions from SSLC meetings?

Quality Assurance of Educational Courses (Programmes)

# Module review

➢ What data inform the module review?

➢ Evaluation of different parameters affected student performance of the module.

➢ Actions to improve next time delivery.

# Annual Course review

➢ Who should do it?

➢ What data inform the course review?

➢ Evaluation of different parameters affected student performance of the module.

➢ Good practice identified.

➢ Actions to improve the delivery.

# Double consideration

➢ Mainly required for assessment

➢ Double consideration of exam paper preparation

➢ Double consideration of marking

# External QA

- ➤ External Examiners
- ➤ National Student Survey
- ➤ National League Tables

# Quality Assurance

➢ Help not punishment!

➢ Enhance the quality of programmes/courses

➢ Gradually developed.