

Periodic Subject Review

Self Evaluation Report

Subject(s) Area
Month 20XX

The following is a framework of headings, lists and numbered paragraph spaces intended to assist the authors of Self-Evaluation Reports. It should be used alongside the Guidance Notes on the Preparation of the Self Evaluation Report (Appendix 2 of the <u>PSR Guidance Notes for Subjects and Schools</u>).

The text below the main headings will need to be overtyped with your own. The lists and subheadings are included as suggestions and may be replaced or reorganised according to your own preferences or situation.

The texts in italics highlight points from the Guidance Notes and should be deleted when no longer required. (These first three paragraphs should also be deleted)

1. Introduction

- Name of School and Subject(s)
- · Academic year of review
- Names and positions of those who have prepared the SER and the mechanisms for seeking its endorsement with staff and students before submission

1.1 Range of provision

- Titles of all programmes offered by the Subject(s) (UG, PGT, Joint Programmes)
- Contributions made by the Subject(s) to degree programmes offered by other School/Subjects or other institutions.

Please highlight where programmes have recently been introduced or are due to be withdrawn and any that are offered but currently have no students

Please also highlight programmes that are recognised or accredited by professional, statutory or regulatory bodies and or are due to be reviewed externally

1.2 Concise background information on the School/Subject(s).

This should be a brief statement on the background and history of the School/Subject(s) including where it sits within the College structure. A summary of factual information about the School/Subject(s) should also be included here: the following framework of tables and lists can be used to do this. More detailed information on staff and students is included in the supporting documentation.

Staffing	Headcount	FTE
Total Staff		
Academic staff		

Students	Headcount	FTE
Level 1		
Level 2		
Level 3		
Level 4		
Level 5 (if applicable)		
Undergraduate Total		
Postgraduate Taught		
Postgraduate Research (for information only		

- research is not covered by DPTLA)

- Staff:Student Ratio for taught students is...
- physical resources available to the provision under review
 - o teaching rooms
 - o laboratories
 - o workshops
 - o IT suites
 - o library, etc
- financial resources for teaching and learning (and how these are allocated)
- any other significant information

2. Overall aims of the School/Subject's provision and how it supports the University Strategic Plan

- 2.1 text
- 2.2 text
- 2.3 text

3. An Evaluation of the Student Learning Experience

3.1 Aims

Description of the Subject(s)' approach and practices

- 3.1.1 text
- 3.1.2 text

Evaluative Statement or Commentary

- 3.1.3 text
- 3.1.4 text

3.2 Intended Learning Outcomes (ILOs)

Description of the approach and practices of the Subject/School

- 3.2.1 text
- 3.2.2 text

Evaluative Statement or Commentary
3.2.3 text
3.2.4 text

3.3 Assessment, Feedback and Achievement

Description of the approach and practices of the Subject/School

- 3.3.1 text
- 3.3.2 text

Evaluative Statement or Commentary

- 3.3.3 text
- 3.3.4 text

3.4 Curriculum Design, Development and Content

Description of the School's approach and practices

- 3.4.1 text
- 3.4.2 text

Evaluative Statement or Commentary

- 3.4.3 text
- 3.4.4 text

3.5 Student Recruitment

Description of the School's approach and practices

- 3.5.1 text
- 3.5.2 text

Evaluative Statement or Commentary

- 3.5.3 text
- 3.5.4 text

3.6 Student Progression, Retention and Support

Description of the School's approach and practices

- 3.6.1 text
- 3.6.2 text

Evaluative Statement or Commentary

- 3.6.3 text
- 3.6.4 text

3.7 The Quality of Learning Opportunities

Description of the School's approach and practices

- 3.7.1 text
- 3.7.2 text

Evaluative Statement or Commentary

- 3.7.3 text
- 3.7.4 text

3.8 Resources for Learning and Teaching

<u>Staffing</u>

Description of the Department's approach and practices

- 3.8.1 text
- 3.8.2 text

	Subject(s) Area - Self Evaluation Report – Session XX -XX
Eval	uative Statement or Commentary
	3.8.3 text
	3.8.4 text
Teac	ching and Learning Resources
Desc	cription of the approach and practices of the Subject/School
	3.8.5 text
	3.8.6 text
Eval	uative Statement or Commentary
	3.8.7 text
	3.8.8 text
4.	Maintaining the Standards of Awards
4.1	text
4.2	text
4.3	text
5.	Assuring and Enhancing the Quality of the Students' Learning Experience
5.1	text
5.2	text

6. Summary of Perceived Strengths and Areas for Improvement in Learning and Teaching

Please cross-reference to the sections of the SER or supporting documentation where the reader will find the information or evidence that these statements are based on.

6.1 text

5.3 text

 aspects of the Subject provision that are considered to be particularly successful and or worthy of wider dissemination as examples of good/best practice

6.2 text

areas for improvement

Please note which areas the Subject/School intends to prioritise and give an indication of how they will be tackled.