

UNIVERSITY OF ULSTER

Paper No ASQEC/20/2e)

ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE

10 March 2020

Agenda Item 5.4.2

EXTENSION OF APPROVAL

Access Digital and Distributed Learning (ADDL)

Unit 31C Higher Education Practice: Postgraduate Certificate in Higher Education Practice

COVER SHEET

To note that Chair's action has been taken on behalf of the Committee to approve a two-year extension to the period of approval.

SECTION A: FACULTY REQUEST

FACULTY: **ADDL**

SCHOOL: **CHERP**

SUBJECT UNIT NUMBER AND NAME: **31C Higher Education Practice**

MONTH/YEAR CURRENTLY SCHEDULED: **November 2020**

PERIOD OF EXTENSION REQUESTED:

To align to the revalidation of the articulated MEd programme (Course Code 7899) under the Continuous Enhancement Cycle.

COURSE(S): PgCHEP

(Identify specific courses unless the whole unit)

REASON FOR REQUEST:

PgCHEP has recently undergone indirect scrutiny as part of the successful MEd Higher Education Practice evaluation (November 2018) to ensure its fitness for purpose as a feeder course for this new provision. Additional changes had previously been made through CA3 amendments which were submitted and approved (June 2017) to reflect the current institutional norm with regard to size of module, number of learning outcomes, number of assessment pieces and attendant rubrics. As the PgCHEP sits within the Education portfolio and serves to model institutional practice in addition to providing initial CPD for new staff, the team is confident that the course is in step with procedural requirements.

In addition to interim changes through continuous enhancement (CA3), the programme has also recently undergone scrutiny as part of its recent Advance HE accreditation (confirmed 12 May 2019). The accreditation for both the first module (PHE705) at D1 of the UKPSF and the entire programme at D2 was successful with no conditions. The following extracts from the confirmatory letter from Advance-HE make specific commendations about the provision :

PHE705

The Learning and Teaching in Higher Education Practice programme is clearly aligned to descriptor 1 and incorporates well-designed assessment that promotes reflective practice.

PgCHEP

The Postgraduate Certificate in Higher Education Practice provides comprehensive guidance that supports participants to understand how the UKPSF can be meaningfully used to reflect on and enhance teaching and learning practice.

The PgCHEP comprises a small course team whose Director has recently left the institution and whose replacement has not yet been appointed. In the light of this, the team has recently configured

roles and responsibilities for the current academic year to cover and additional delivery and duties. Additional pressure on the team is also anticipated (and is already starting to be evidenced) by increased numbers on the First Steps to Teaching in HE, as a result of new mandatory CPD for PhD researchers wishing to mark and assess as part of their PgTA role (agreed by ASQEC, 2018).

CURRENCY AND VALIDITY:

(Please confirm that the curriculum remains current and valid and provide evidence of this (eg extract from most recent external examiner reports and those of relevant professional, statutory and regulatory body)

In addition to the commendations from Advance-HE listed above, the curriculum remains current and valid as evidenced by the following extracts from the most recent External Examiner report (2019-20):

- *I am very satisfied that the assessments are well-designed and relevant for the module learning outcomes and that the standards set continue to be maintained at a level that aligns with the UK Quality Standards Framework at level 7 and with similar programmes elsewhere.*
- *The learning and assessment tasks have been well designed to meet UKPSF descriptor 1(PHE705) and descriptor 2 (remaining modules)at level 7and are firmly rooted in professional practice while integrating the standard of scholarship required for a masters' level programme.*

STANDARDS AND QUALITY:

(Please confirm that quality is high and there are no concerns. Provide evidence of this through external examiner reports and annual monitoring datasets and reports)

Extract from the most recent External Examiner's report (2018-19)

- *I can confirm that the PG CHEP at Ulster University is comparable with equivalent programmes in terms of the standards, assessment and student performance.*
- *The PGCHEP is a mature programme that has evolved over more than 25 years and offers a robust preparation for staff new to the University. The programme has developed significantly over this time and continues to evolve as external factors and institutional priorities change. It continues to be highly practical and relevant to both the candidates' academic practice and the strategic aims of the University. The core modules require candidates to engage with an effective range of tasks which constitute both the work-based learning element of the course, and the preparation and evidence gathering for their level 7 assessments.*

Completion figures for AY 2018-29

	PHE705 (AFHEA)	PgCHEP (FHEA)
Completions*	36 (including 11 standalone participants)	38**
<p>*These figures include participants whose submission were considered at both the June 2019 Examination Board and the Supplementary Examination Board in August 2019. ** upgraded from AFHEA previously gained</p>		

The Course Team have consulted with the DVC (Academic) Professor Paul Bartholomew who supports the alignment of the articulated provision (PgCHEP and MEd) with respect to revalidation.

PSRB (if applicable):

(Please confirm that any deferral will be accommodated by the PSRB and that accreditation will be ongoing for the full duration of the deferral)

The course itself is accredited by Advance HE at D1/2 and contributes significantly to the Fellowship Target highlighted in the Ulster's 5&50 plan. The current course was recently reaccredited (12 May 2019) by Advance HE with respect to the award of AFHEA and FHEA and this accreditation period is valid until 31 August 2023.

DEMAND:

The PgCHEP constitutes a probationary requirement for all academic staff new to HE learning and teaching at Ulster: whilst numbers are, by necessity, dependent on recruitment, the course has consistently recruited above its target numbers (30 students per annum).

Current recruitment figures (AY 2019-20)

	Module	Participant numbers
Year 1	PHE705 (Learning Teaching in HE) Semester 1	36
	PHE705 (Learning Teaching in HE) Semester 2	7*
Year 2	PHE708 (Shaping the Curriculum in HE)	38
	PHE707 (Enhancing Learning in HE)	40
	*Application deadline 4 th December 2019	

FACULTY PARTNERSHIP MANAGER'S ASSESSMENT (for partner institutions only):

FACULTY CONFIRMATION:

SIGNED:  _____ DATE: 19/11/19

Associate Dean (Education)

The completed form should be returned to the Academic Office, Room J410, Tower Building, Coleraine.

SECTION B: ACADEMIC OFFICE COMMENTS:

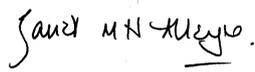
This request is for a two-year extension following a one-year extension previously granted. The PgCHEP was last revalidated in 2014/15 and was due for revalidation in 2019/20 academic year but was granted a one year extension of approval until 2020/21 on the basis of HEA accreditation and workload associated with the commencement of the MEd. The MEd commenced in January 2019 and was approved at evaluation to 2022/23. During the evaluation of the MEd the PgCHEP modules were not submitted for consideration by the evaluation panel but were added to the final document as part of revisions 'for information'. The external examiner reports for the PgCHEP provide assurance that the quality and standards of that provision have been maintained to an appropriate level. The Academic Office acknowledges that it would be desirable to achieve alignment of the approval periods for the PgCHEP and MEd (ideally the PgCHEP would have been considered alongside the new MEd in 2018/19). The current practice to achieve this is to grant a sub-maximal period of approval at revalidation or to grant an extension of approval usually of 1 year and exceptionally of 2 years. The Academic Office recommends that the PgCHEP proceeds with revalidation in 2020/21 as scheduled, it might then be given two years' approval to align with the MEd's scheduled revalidation in 2022/23.

SIGNED:  _____ DATE: _7 January 2020_____

Academic Policy and Standards Manager

SECTION C: QUALITY ENHANCEMENT ASSESSMENT (reflecting annual monitoring data)

There are no quality or standards issues with this course and I would suggest that some allowance be made for the appointment of a new Director of CHERP who may want to have an input to the review of the current programme and its links to the MEd. The best way forward may be to defer a final decision on the timing of the PGCHEP and MEd revalidation until the Director is appointed and discuss further at that point.

SIGNED:  _____ DATE: 7 January 2020

Head of Quality Enhancement

**SECTION D: ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE
(delegated authority from Senate)**

DATE OF COMMITTEE MEETING:

DECISION: Approve (Yes/No)

Late requests (in-year and no imminent Committee meeting) (actioned by Deputy Vice-Chancellor (Academic) on behalf of ASQEC)

DECISION: Approve (Yes/No)

SIGNED: P. Bathorew
Deputy Vice-Chancellor (Academic)

DATE: 13 February 2020

DATE REPORTED TO ASQEC:

Academic Office
July 2018