

Programme Leader Annual Report [Title may be customised with School information]

This form is intended to capture the outcome of evidence-based reflection on the performance of Edinburgh Napier programmes. Programme leaders are encouraged to meet with colleagues who contribute to the delivery of the programme to inform this report. In completing your analysis you should consider and reflect upon any identified differences identified between modes and places of delivery and students groupings, if applicable.

You may find this video resource helpful as you prepare your reflection:

<https://napier.cloud.panopto.eu/Panopto/Pages/Viewer.aspx?id=33bbd8a6-f54e-4876-a57d-b48a00ad765e&start=0>

Information provided in this report will be used by your School to inform its enhancement planning and will be made available to staff within the Department of Learning and Teaching Enhancement. These reports inform the evidence base for Institution-led Review that programme teams should draw upon when preparing for periodic review.

* Required

* This form will record your name, please fill your name.

1. Programme Title(s) *

It is recognised that many programmes at Edinburgh Napier are considered as suites - if this programme report covers multiple iterations of programmes - please provide all programme title and codes (as per CME records)

2. Name of Programme Leader(s) (if different to individual submitting report)

3. Module leaders' reflections are an important source of evidence to inform the programme level annual monitoring and review report -please detail how module leader contributions have contributed to this report. If there have been module leader reflections/reports that you have been unable to access, please provide details of the gaps and how you have mitigated this.

4. This report should be informed by the programme performance dashboard available within Cognos (<https://tinyurl.com/yc276mzp> - available on VPN. ^{*}

Please attached the pdf report for the dashboard relevant to your programme(s)

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5. If any of the programmes included in this report are delivered in partnership with others - please detail how the partner has contributed to this reflection

Enhance Principle 1 - Student Focus and Partnership

6. How has student feedback (formal and informal) influenced the delivery/planned delivery of the programme during this reporting period, and how has it influenced the next iteration? *

Sources of evidence could include: student survey data; SSLC actions; student rep meetings; student partnership activity; student complaints; student enquiries etc. You should update the programme enhancement plan to reflect planned actions for next session.

7. How effective is the programme in supporting student academic, personal and professional development? What does data and feedback tell you about student experience and development? (evidence and data sources might include progression data; award data; career readiness data; graduate outcomes, academic integrity referrals, complaints etc. and feedback from relevant stakeholders (eg. employers; PSRBs; external examiners; professional service colleagues). In reflecting on this question, you may find it helpful to review the University's new student development pathway ([Student Development Pathway](#)) *

Enhance Principles 2, 3 & 4 - Engaging Learning and Teaching and Assessment for Learning

In answering the following questions, you may find it helpful to review the resources available on the staff intranet intended to support the embedding of the Enhance Principles [Learning design and support](#)

8. Summarise what has gone well with the delivery of the programme this year, and how you know. Include any good or innovative examples of learning, teaching and assessment practice and/or strengths and achievements identified by module leaders. Do you have an example of positive or innovative practice related to any of the ENhance themes that you would wish to share and showcase? *

9. Summarise any challenges identified with respect to the learning and teaching delivery or the assessment strategies employed within the programme this year. *

Programme Enhancement Planning

All programmes are required to retain an ongoing programme enhancement plan which should be reviewed and updated at least annually. The intention is that the enhancement plan is an active document that adds value to ongoing programme management:

- To demonstrate commitment to an enhancement-led approach, by which you are responsive to student and other stakeholder feedback in making ongoing improvements to the programme and its delivery – and capturing progress made towards enhancement
- To capture and record deliberative work required to reshape curricula and learning and teaching approaches in accordance with the ENhance Curriculum Framework, and recording impact achieved
- To improve transparency within programme teams (programme leaders, module leaders, professional support staff associated with the programme) and to offer greater resilience and continuity when role holders change.
- To improve the effectiveness of programme enhancement planning – recognising that triggers for considering change come at different times and in different formats throughout the academic year (eg. Conversations with colleagues; individual reflection; student survey results; external examiner reports; module change requests etc).

Please note that the provision record(s) with the [Curriculum Management Environment](#) is the University's source of accurate information for your programmes and you must ensure that you review and update it regularly. Please include within your programme enhancement plan any updates you will need to make during the coming year.

If your programme is new and does not already have an Enhancement Plan then a suggested template is available from: <https://documentcentre.napier.ac.uk/-/media/files/academic-policies/quality-framework/qualityframeworksupportingdocumentenhancementplantemplate.xlsx>

10. Please provide your updated plan (if you do not have access to your previous plan to update please contact your local Quality team)

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