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| Periodic Review panel member initial feedback:  DEPARTMENT/LEVEL OF PROVISION  DATE OF STAGE 1 AND 2 |

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| **Name of panel member:** |  |
| **Role on panel:** |  |
| **Date of initial feedback:** |  |

This form has been provided for you to give your initial feedback after reviewing the documentation provided in advance of the first stage of the Periodic Review event. This will be shared with the Chair and the rest of the Panel and used to help guide discussions for the event itself. Please return this to [quad@essex.ac.uk](mailto:quad@essex.ac.uk) by **date**.

If you have any queries ahead of the stage 1 event, then please contact us at [quad@essex.ac.uk](mailto:quad@essex.ac.uk).

**SECTION 1: AREAS FOR CONSIDERATION**

You do not necessarily need to comment on all of these areas; please complete this as seems appropriate to you and for your role on the Panel. Further information on all these areas, and the kinds of questions and topics that might be covered within each of them, can be found in the document [Periodic Review: Guidance for Panellists](https://www.essex.ac.uk/staff/academic-standards-and-quality/periodic-review-event). This also explains the role of Panel members; further guidance is also available for student panel members.

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| Area for Consideration | Comments |
| 1. Progress made since previous Periodic Review   *Please comment on progress made since the last Periodic Review* |  |
| 1. Maintenance and enhancement of standards and quality   *Are there effective mechanisms in place for effective maintenance and enhancement of standards and quality?* |  |
| 1. Rationale, market demand and student recruitment   *Please comment on the rationale for the courses, trends in student recruitment (if any) and any previous or upcoming changes* |  |
| 1. Course design and curriculum   *Please comment on the curriculum for the course, and its currency* |  |
| 1. Assessment   *Are the marking procedures and criteria clearly defined and appropriate?*  *Is the range of assessment methods used and the choice of subject, methods and standards of assessments for all levels appropriate? Do assessments enable students to achieve their learning outcomes?* |  |
| 1. Learning and teaching   *How appropriate are the learning and teaching strategies?* |  |
| 1. Work-based learning or   On and Off job training *(for apprenticeships)*  *Where applicable, please comment on joint courses, and/or modules / awards which include a period of study abroad and / or an assessed work-based placement, including the:*  *▪ coherence of the course(s)*  *▪ assessment arrangements*  *▪ the value of the work-based learning, placement or study abroad* |  |
| 1. Learning resources   *Please comment on the resources available to students to facilitate and enhance their learning* |  |
| 1. Staffing and staff development   *Are appropriate staff development opportunities available for new and existing staff? Are staff aware of development opportunities available to them?* |  |
| 1. Student support and progression   *Are levels of student retention, progression and achievement satisfactory? Are appropriate and effective mechanisms to induct, support and inform students in place, including for students with individual needs?*  *Are students aware of how their feedback is acted on?* |  |
| 1. For Apprenticeships: Mapping of knowledge, skills and behaviours and apprenticeship standard   *Please comment on evidence of apprenticeship standard compliance, as well as any issues or areas of good practice in relation to progress reviews and the End-Point Assessment.* |  |
| 1. For Apprenticeships: Incorporation of British Values   *Please comment on whether the apprenticeship is developing and deepening learners’ understanding of the fundamental British values of democracy, individual liberty, the rule of law and mutual respect and tolerance of different faiths and beliefs as required by* [*Ofsted*](https://www.gov.uk/government/publications/education-inspection-framework/education-inspection-framework)*?* |  |
| 1. For Postgraduate Research Education: Research Environment   *Please comment on any areas of Postgraduate Research provision such as supervision and student experience* |  |

**SECTION 2: FURTHER COMMENTS**

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| 1. **Did you identify any areas of good practice or areas for improvement?** |
| Good practice and innovation |
| Areas highlighted for improvement |
| 1. **Do you have any other comments which are not covered in previous questions?** |
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| 1. **For external panel members: How does the course compare in relation to other UK Higher Education Institutions and national reference points, including the Office for Students Conditions of Registration, the QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies, and professional, statutory and regulatory body requirements? Are there any considerations regarding Education and Skills Funding Agency rules or the requirements of the relevant Apprenticeship Standard that you wish to comment on?** |
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**SECTION 3: SUGGESTED QUESTIONS FOR THE PERIODIC REVIEW MEETINGS**

Please identify any areas that you would like the department to explore and respond to in more depth in their response. This list will be passed onto the department/course team for their review and response. If this review covers multiple level of provision, then please specify if any questions apply only to undergraduate, only to postgraduate taught, or only to postgraduate research students. If this Review covers Award(s), Higher and Degree Apprenticeship or Higher Technical Qualifications, please note where questions are for learners on specific programmes.

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| **Please give any suggested questions for the panel meeting with students** |
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| **Please give any suggested questions for the panel meeting with the department** |
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| **Please give any suggested questions for any other groups who are being consulted as part of this review** (e.g., service users, placement providers, employers. Please consult the periodic review agenda if you are not sure if any such additional meetings are being held for this review). |
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**Document review information**

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| Document owner | Quality and Academic Development Team |
| Document last reviewed by | Aminah Suhail, Quality and Academic Development Manager |
| Date last reviewed | August 2023 |
| Review frequency | Annually |