**PARTNER INSTITUTION**

**INSTITUTIONAL REVIEW SELF-EVALUATION REPORT**

The Self-Evaluation Report (SER) provides an evaluation of the Partner Institution over the period under review, reflecting on the institution’s Higher Education operational management and quality assurance mechanisms and demonstrating how students continue to be provided with learning opportunities of an appropriate quality and standard.

The evaluation should draw upon a wide range of evidence including statistical data, from students, employers and external examiners and any relevant Professional, Statutory or Regulatory Bodies (PSRBs) or other external review reports.

The report should cross-reference additional documentation provided and identify key themes for consideration at the review event.

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| **Partner Institution:** |  |
| **Date of Self-evaluation report:** |  |
| **Date of Institutional Review:** |  |
| **Date of previous Institutional Review:** |  |
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| 1. **Introduction**   Please provide an overarching summary of the period under review, including general progress and development of the institution, key events, achievements and issues, including areas identified in the most recent institutional annual review report. Please also provide details of how any conditions or recommendations from the institutional validation or last institutional review were met. | |
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| 1. **Higher Education Strategy**   Please provide details of the institution’s Higher Education strategy, reflecting on how this aligns with the University’s [Strategic Plan](https://www.essex.ac.uk/about/strategy/) and [Education Strategy](http://www.essex.ac.uk/about/strategy/documents/education_strategy.pdf). Please also include details of the impact of any relevant internal and external factors, including the University’s Curriculum Review and Partnership Performance Indicators (as appropriate). If applicable please set out plans for new courses or the discontinuation of existing courses for the next five years. | |
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| 1. **Operational Management**   Please describe the internal mechanisms for the management and quality assurance of Higher Education (HE) provision, including engagement with the [QAA UK Quality Code for HE](http://www.qaa.ac.uk) and how the development, approval, monitoring and review of academic provision is managed. Please provide details of the HE policies and procedures in place and how these map to the University’s policies and procedures. Please outline the key HE staffing roles and the reporting structures in place, including the liaison points with the University. | |
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| 1. **Higher Education Learning, Teaching and Assessment**   Please provide details of the teaching and assessment strategy, including the variety of methods used, the timeliness of feedback to students and how comments from External Examiners are considered and incorporated. | |
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| 1. **Learning Resources**   Please outline the learning resources provided, including staffing, teaching accommodation, Library, IT and the virtual learning environment. | |
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| 1. **Admissions, Enrolment and Induction**   Please evaluate the student profile and entry criteria for the validated courses, making reference to student enrolment numbers. Please provide details of induction arrangements and changes made resulting from student feedback. | |
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| 1. **Student Progression, Retention and Achievement**   Please evaluate student progression, retention and graduate destination data. Please comment on areas for development and actions taken or planned. | |
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| 1. **Higher Education Staffing and Staff Development**   Please provide details of the approach taken to HE staff recruitment, induction, training, development and performance management for members of staff involved in the delivery or support of HE provision. Please outline the opportunities for staff to engage in scholarly activity and details of what has been undertaken. | |
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| 1. **Student Support**   Please outline the student support arrangements in place and evaluate their effectiveness. Please comment on the management of equality and diversity. | |
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| 1. **Student Representation and Feedback**   Please describe the arrangements in place to gain feedback from students, including course committees, student forums and representation on institutional committees. Please reflect on the outcomes of internal or external student satisfaction surveys and the actions taken to address issues raised. | |
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| 1. **Employer Engagement**   Please detail the impact and involvement of employers in the development and review of courses and the mechanisms in place for employer engagement. If courses include work placements or work-based learning please provide details of how these are managed. | |
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| 1. **Accuracy and completeness of Published Information**   Please outline the mechanisms in place to ensure the accuracy and completeness of published information, including liaison with the University of Essex. | |
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| 1. **Key themes for consideration at the review event** | |
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