#### Education performance review cycle

### What happens at each stage of the education performance review cycle?

* The annual review of education cycle is planned to facilitate reflection, setting of priorities, and understanding how this is driven by and impacts student experience and data outcomes. Actions identified through review activities lead into the ARC and the education section of planning meetings and Departmental Plans (see overleaf).
* Actions are circulated following the review and discussed at departmental meetings during the year; following the review activities, departments and schools should send colleagues in the department and those who attended a summary of the key priorities and actions. These should be reviewed during the year.
* Faculty Deans review all ARC reports, providing feedback and summaries at Faculty Education Committees. QUAD produces overviews of the ARC reports for UG and PG provision, which are considered by Faculty Education Committees, Academic Quality and Standards Committee, Student Experience Committee and reported on to Education Committee. Committees are asked to consider whether any further sharing of good practice or actions should be taken in response to prominent themes raised.
* Departments may also be asked to share successful initiatives and engage in knowledge exchange (e.g., at Directors of Education meetings) to share and celebrate good practice.

### Planning your departmental review of education performance

* All schools and departments hold department-level reviews of education performance in the early autumn. Departments have flexibility over how best to organise these department reviews, including whether they are held as one ‘away day’ (combining UG and PG) or as a series of meetings or other activities. Reviews must align with ARC timelines and should be referenced in the ARC reports.
* Review the information available and identify your top two or three priorities. Share data and highlight your priorities with colleagues across the department in advance of your review activities. Share your challenges and new initiatives and make connections outside your department. Consider cross-institutional priorities and how to use the review to plan the actions your department will be taking.

**See Appendix A for summary table.**

#### Where is education data held and what training is available?

* All existing data is available via the [Tableau home page](https://tableau.essex.ac.uk/) or the [Planning Information Portal](https://ssrs.essex.ac.uk/reporting/PIP/Pages/Default.aspx)
* The **Planning and Data Insights team** provide guidance on our Key Performance Indicators (KPIs), the Annual Planning Round process and how to access and use Tableau, all of which can be found on the [Planning Information Portal (PIP) guidance](https://ssrs.essex.ac.uk/reporting/guidance/default.aspx) page. Please contact the Planning and Data Insight team (poquery@essex.ac.uk) if you have any problems accessing Tableau or with queries in general surrounding the reports.

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| Key areas to consider | Data availability | Links to Tableau dashboards |
| If any links below aren’t working, all information can be accessed from [Tableau](https://tableau.essex.ac.uk) or the [Planning Information Portal](https://edrm.essex.ac.uk/reporting/PIP/Pages/Default.aspx). |
| **Undergraduate** | **Entry Tariff** | 2023/24 entrants (2024/25 finalises in 2026) | [Average Tariff](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/AverageTariff)  |
| **Continuation** | 2023 Entrants available (2024 Entrants finalises in Jan 2026) | [Continuation](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/Continuation), [Withdrawals](https://tableau.essex.ac.uk/#/workbooks/427/views) and [Progression through studies](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/Progression) |
| **Completion** | Detail to follow |  |
| **Attainment** | 2025 Graduates available (finalises in Oct 2025) | [Attainment](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/DegreeClassification), [Degree Marks](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/DegreeMarks) and [Module Marks](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/ModuleMarks) |
| **Student Satisfaction** | 2025 Surveys available | [NSS by Department](https://tableau.essex.ac.uk/#/workbooks/623/views), [NSS by Subject](https://tableau.essex.ac.uk/#/workbooks/329/views), [Student Module Feedback](https://tableau.essex.ac.uk/#/workbooks/1400/views) and [Your Essex Survey (YES) results](https://tableau.essex.ac.uk/#/workbooks/2384/views)NSS and YES free text comments are [available on PIP](https://ssrs.essex.ac.uk/reporting/PIP/Pages/Default.aspx): select your department, then ‘Documents relating to student surveys’. |
| **Progression after Studies (Graduate Outcomes)** | 2023 Graduates available | [Progression after Studies (Graduate Outcomes)](https://tableau.essex.ac.uk/#/views/ARCData-Undergraduate/GraduateOutcomes) |
| **Differential student outcomes** | Found throughout reports and the [UG ARC Data Report](https://tableau.essex.ac.uk/#/projects/151).ARC data packs will be available from 5 September 2025. |
| **Student Outcomes (Condition B3)** | 2022 Entrants (Continuation & Completion) and 2022/23 Graduates (Progression, GO) | Department Risk: [Below threshold](https://tableau.essex.ac.uk/#/views/StudentOutcomesConditionB3RiskRegister/DeptHighRisk-Belowthreshold)Department Risk: [Direction of Travel](https://tableau.essex.ac.uk/#/views/StudentOutcomesConditionB3RiskRegister/DeptHighRisk-Directionoftravel?:iid=1) |
| **Updated KPI reports** | Available from 2 **Oct 2025**. | [KPI Reporting](https://tableau.essex.ac.uk/#/projects/81) |

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| Postgraduate Taught | Continuation | 2023 Entrants available | [Withdrawals](https://tableau.essex.ac.uk/#/workbooks/427/views) and [Progression through studies](https://tableau.essex.ac.uk/#/views/ARCData-PostgraduateTaught/ProgressionOctStarts) |
| **Completion** | Detail to follow |  |
| **Attainment** | 2025 Graduates available (finalises in Oct 2025) | [Attainment](https://tableau.essex.ac.uk/#/views/ARCData-PostgraduateTaught/DegreeClassificationOctStarts), [Degree Marks](https://tableau.essex.ac.uk/#/views/ARCData-PostgraduateTaught/DegreeMarks), [Module Marks](https://tableau.essex.ac.uk/#/views/ARCData-PostgraduateTaught/ModuleMarks?:iid=14) and [January Starts](https://tableau.essex.ac.uk/#/views/ARCData-PostgraduateTaught/JanuaryStarters) |
| **Student Satisfaction** | 2025 Surveys available | [Your Essex Survey (YES),](https://tableau.essex.ac.uk/#/workbooks/2384/views) and [Student Module Feedback](https://tableau.essex.ac.uk/#/workbooks/1400/views) results.YES free text comments are [available on PIP](https://ssrs.essex.ac.uk/reporting/PIP/Pages/Default.aspx): select your department, then ‘Documents relating to student surveys’. |
| **Progression after Studies (Graduate Outcomes)** | 2023 Graduates available | [Progression after studies (Graduate Outcomes)](https://tableau.essex.ac.uk/#/views/ARCData-PostgraduateTaught/GraduateOutcomes) |
| **Differential student outcomes** | Found throughout reports and the [PGT ARC Data Report.](https://tableau.essex.ac.uk/#/workbooks/1404/views)ARC data pack is first available from 5 September 2025, then finalised in 10 December 2025 |
| **Student Outcomes (Condition B3)** | 2022 Entrants (Continuation & Completion) and 2022/23 Graduates (Progression, GO)  | Department Risk: [Below threshold](https://tableau.essex.ac.uk/#/views/StudentOutcomesConditionB3RiskRegister/DeptHighRisk-Belowthreshold?:iid=1)Department Risk: [Direction of Travel](https://tableau.essex.ac.uk/#/views/StudentOutcomesConditionB3RiskRegister/DeptHighRisk-Directionoftravel?:iid=1) |

## Appendix A: Education performance review summary

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| --- | --- | --- |
| Initial Data Reviews (IDR)Education performance reviews | Annual Review of Courses (ARC) | Planning and Department Plans |
| **Purpose****Designed to review departmental performance against Education KPIs** | **Purpose****Expanded review of student experience of education for courses, modules and research within schools and departments (UG, PGT, PGR)** | **Purpose****Brings together academic (education), research, student number and financial planning to ensure achievement of objectives and KPIs** |
| * IDR meetings held in early autumn. Action from these are used to inform discussions in the Autumn planning meetings. Notes from these are provided in the meeting pack where there is time to have prepared them.
* Raises awareness and understanding amongst staff across the Department of issues raised by review of the data
* Shares successful initiatives and ideas across the department, highlighting any to share more widely. Sets priorities for action, focussing on two or three key priorities for the department and the University
* Departments set the timing of their ‘away days’ and/or other review activities to feed into the UG and PG Annual Review of Courses and the planning round meetings
 | * Serves as a structured mechanism for departments to reflect on and enhance the quality of their courses
* Identifies and reflects on trends in data relating to educational performance.
* Reports are reviewed by Faculty Education Committees and overviews reviewed by Committees of Senate. Individual feedback provided by Deans outside committee cycle.
* Essential for showing external auditors and regulators that the University annually reviews currency and validity of its awards.
 | **Review Phase, autumn term:*** Reviews performance and progress of actions over the last year, and makes required adjustments in the Department Plan based on the outcome of the various Autumn performance review activities (including activities that focus on education, such as data review, away-days, and ARC submissions)

**Planning Phase, spring into summer term:*** Revision and approval of future plans and budgets including student minimum entry target (METs) and resource requirements (staff, budget, and space)
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| **Priorities are identified during the review**  | **ARC action plans reflect these priorities and identify further actions** | **Dept plans reflect the outcome of planning activities** |
| **What’s considered*** UG and PGT data for IDR meetings
* Education performance metrics, including KPIs
* Other forms of student feedback
* Departmental Plan and related actions
* Other University priorities
* Fed into Planning
 | **What’s considered*** External influences (e.g., External Examiners; external benchmarks, professional, statutory, and regulatory bodies)
* Outcomes of recent course developments, validation and periodic review
* Quality assurance and enhancement processes
* Internal influences (individual academic to University-wide)
* Impact assessment of new approaches
 | **What’s considered*** Performance against Key Performance Indicators
* Education reports in tableau and on PIP
* Research reports in Tableau and on PIP
* Student recruitment reports and METs
* Market intelligence reports
* Snowball (finance) report
* Staff Student Ratio (SSR) report
* Resource requests; i.e., for central Professional Services support, space and equipment requests
 |
| **Key dates*** **5 Sept 25:** UG ARC data released; initial PGT ARC data released
* **Sept-Oct 25:** Initial Data Review meetings
* **Early autumn:** Departments conduct their reviews of educational performance
* **10 Dec 25:** PGT ARC data released
 | **Key dates*** **8 December 2025:** UG ARC reports
* **30 January 2026:** PGR ARC reports
* **16 March 2026:** PGT ARC reports
 | **Key dates*** **29 Oct – 13 Nov 25:** Autumn review meetings
* **22 Jan – 5 Feb 25:** Spring planning meetings
* **Spring term:** Departmental action plans relating to planning finalised
 |

Last updated by Aminah Suhail (QUAD Manager) and Stephen Bland (Head of Planning and Performance) July 2025