

# Taught Postgraduate Program Review

## SELF-EVALUATION DOCUMENT

[To be discussed with the External Review Panel during their visit to the University]

Please provide an **evidential-based self-critical evaluation** of the relative success of the program during the last five years in regard to the following areas. Incorporate data analysis and references to documentation as appropriate.

### 1. Program Delivery, Management and Quality Assurance

- List the staff who currently deliver the program (i.e. the Program Teaching Team). Indicate their grade and type of appointment (e.g. full-time; part-time; adjunct; visiting; etc.);
- Describe the program's management and quality assurance structures (include the broad remits and frequency of meetings of any committees associated with the program) and **critically evaluate** their relative effectiveness;
- Summarise the process for producing the Self-Evaluation Document (SED) and comment on its effectiveness.

### 2. The Curriculum, Benchmarking and Quality Enhancement

- List the program's objectives. Indicate if these have changed in the past five years, and the rationale for any change;
- Provide details of benchmarking and other mechanisms to ensure that the curriculum is appropriate and up-to-date. Comment on any professional accreditation of the program, where appropriate. List the programs and institutions against which the UST program has been benchmarked, and provide a comparison of the program structures (i.e., number, credits and titles of compulsory courses/modules; number of credits of elective courses; total credits required for program award);
- **Critically evaluate** the program's success in achieving its aims and objectives;
- Describe any good/innovative practices in teaching, learning and/or assessment which have had a particularly positive impact on the learning experience of students and/or the success of the program, and indicate the measures of success.

### 3. Students: Intake; Performance; Support

- Provide a **critical analysis** of the following, **for each year of the review period**, highlighting any areas of concern:
  - *Intake*: Applications; Admissions; Intake Quality and Diversity
  - *Performance*: Term Grade Averages (TGA); Cumulative Grade Averages (CGA); Graduation Grade Averages (GGA); Course pass rates; Progression rates; Completion and Attrition rates; Destinations of graduates
- **Critically evaluate** the program level arrangements for student support.

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## 4. Stakeholder Feedback

- **Critically evaluate** the mechanisms for obtaining feedback from students/faculty/graduates/employers/others - please specify;
- Provide details of any changes to the curriculum (e.g. to courses) or other program arrangements that have been implemented primarily as a consequence of (specified) stakeholder feedback
- Describe the system to inform stakeholders of changes made as a result of their input.

## 5. Assessment

### **Critically evaluate:**

- The effectiveness of the program's assessment methods in terms of the variety and extent to which students have the opportunity to achieve program and course objectives;
- The nature, timing and extent of formative feedback to students on their assessments, **highlighting any particularly successful feedback mechanisms**
- The program's policy and mechanisms for dealing with student requests for grade reviews and academic appeals;
- The program's mechanisms for detecting and handling allegations of plagiarism and other forms of cheating.

## 6. Resources and Risk

- **Critically evaluate** the resources available to support the program: Staff; Teaching and Learning (including Library, IT etc.); Financial; Physical (including classrooms, laboratories and study spaces);
- Indicate any potential risks to the continued successful delivery of the program, and to its quality and standards; and any difficulties for the development of the program, including resource constraints.

## 7. Other Review Components

- Please provide details of any other components of the program internal review.

## 8. Plans for Development

- Outline your preliminary proposals for developing the program arising from the self-evaluation. **[Note: This should be reviewed and revised accordingly following receipt of the External Reviewers' Report]**