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.
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*