

Quality Improvement Operational Plan 16/17

Programme Area: HER actions

Manager name: Sue Blackman

Date reviewed (to be reviewed at least every half term): Last review February 2017.

Target	Planned Actions	Measure of Impact	Led by	Date to be achieved	Review dates Progress update/comments
The QAA review team identified the following features of good practice at Bedford College.					
The strategic and market-led approach to the development of the provision to meet the needs of local employers and students (Expectation B1).	Continue to use research and marketing information to check the demand and viability of provision to meet the needs of students and employers	Successful well recruited courses with good links to employment	SHB	ongoing	Ongoing – research used to plan the growth of HE provision in the College.
The wide range of opportunities to work with employers to enhance student learning (Expectation B4).	Continue to work with employers to enhance the HE student experience leading to improved employability.	Increased number of employers working with students in all HE pathways	SB	Sept 16	This has increased adding value to students on their courses.
The QAA review team makes the following recommendations to Bedford College. By September 2016					
Provide students with timely and full	This related to one area. Tracking sheets	Students clearly know the progress on their	EL	Sept 16	All areas now using grade tracker which can be

information on their progress on individual units for all Higher National courses (Expectations B6 and A3.2)	to be developed and made available to students so they have an overview of their whole course with break down by criteria and unit. Meet with student reps to confirm	course at any time in relation to assessment criteria			viewed by students. Usage and progress is also monitored at senior management level in the College.
Ensure systematic oversight and governance of the annual monitoring process for Pearson provision to provide clarity and effectiveness (Expectations B8 and A3.3)	Ensure reports to governors on HE provision is clear and has been to Exec and HE steering group prior to discussion at QSA.	Clear reports on performance of HE provision to be discussed at QSA	EL	Sept 16	Achieved. This has been tied into the HE SED and was tabled to governors in the November 16 meeting.
Ensure that published information on Higher National courses is revised to reflect accurately details about work-related learning (Expectations C and B10).	Information in the 2017/18 prospectus to reflect work related activity. Audit of information on the website to ensure it reflects work related activity	17/18 prospectus and website to be accurate	SB	Apr 16	Achieved 17/18 prospectus published with accurate work related activity.

The QAA review team affirms the following actions that Bedford College is already taking to make academic standards secure and improve the educational provision offered to its students.					
The steps taken to build upon the Engaged Student Learning Strategic Enhancement Programme to develop further student engagement as partners (Expectation B5).	HE students conference to take place in April 16 to move forward the programme and to meet twice per year going forward.	Students attend conference and help plan the key actions to improve student engagement going forward Schedule of aims and objectives for stage 2 of the Programme for implementation Oct 16	SB	Apr 16 Sept 16	Achieved and next conference is planned for April 2017 to continue this engagement. Achieved
The actions taken to improve the clarity and differentiation of assessment criteria (Expectation B6).	Continue to train staff delivering on HE how to contextualise merit and distinction criteria. Training session to take place in March 16 and to be included in the HE teacher toolkit	Assessments include consistently contextualised merit & distinction criteria. Student feedback positively reinforces this.	CW	Mar 16 Review assessment briefs for 16/17 in the summer	Session delivered by HE manager and Quality manager on contextualisation of criteria