

## Educational Oversight – Exceptional Arrangements

### Pathway Campus

**August 2018**

Action to be taken	Date for Completion	Action by	Success Indicators	Progress
<ul style="list-style-type: none"> <li>• Ensure full implementation of the staff induction for new starters at the Pathway Campus.</li> </ul>	April 2018	Pathway Campus Manager	All new staff will have undergone induction within a specified period of starting work with the Pathway Campus.	One new starter began in April 2018. They received a full QAHE induction at a QAHE Centre, then given a local induction at the University by the Pathway Campus Manager. They also attended a QA welcome training day at a QA Centre.
<ul style="list-style-type: none"> <li>• To ensure staff development needs are captured through the analysis of student feedback, peer observation and during the staff appraisal process.</li> </ul>	April 2018	Pathway Campus Manager	Completed appraisal forms and staff development action plans	A staff development plan is being developed between the main QAHE Centre and the Pathway Campus. Local support and training has been carried out where development needs were identified from student feedback.
<ul style="list-style-type: none"> <li>• Co-develop with the University a staff development schedule that integrates both QAHE and University staff development events.</li> </ul>	May 2018	Pathway Campus Manager and Link Tutor	Increased staff development activity	A joint staff development schedule between QAHE and the university is being developed and staff from the Pathway Campus are invited to, and have attended training and away days run by the university.

Implement effective Personal Tutor system.	March 2018	Pathway Campus Manager	Every student will be allocated to a personal tutor.	This is now fully implemented and is running effectively.
Recruit additional tutors for the pre sessional to prevent overload of the IFP team at the point programmes overlap.	May 2018	Pathway Campus Manager and Head of English at QAHE	Increased staff members	This was done for the 2018 programme and has allowed for a smoother running of the programme, particularly during June when both the IFP and PSE are running.
Review and revise the Pre- Sessional programme.	End of April 2018	Pathway Campus Manager and Link Tutor	Revised Pre-Sessional programme in place for Summer 2018	This was carried out in April 2018 and approved by the University through a Method B approval.
Development of a formal academic enhancement strategy.	April 2018	QAHE Executive Dean with input by staff at Roehampton.	Improved student satisfaction, attainment and retention	Currently in draft form.
Implement and review changes made to IFP assessment strategy.	Ongoing	Pathway Campus Manager	New assessment strategy implemented from September 2018.	This was carried out in Autumn 2017 through minor modifications. Assessment schedules are now more evenly spread with fewer pieces of assessment overall.
Ensure draft assessment briefs undergo formal scrutiny by QAHE prior to their submission to the University.	March 2018	Pathway Campus Manager	Evidence of completed scrutiny process	This is now in operation for the 2018/19 IFP programme. A schedule has been drawn up and assessments will be sent to the QAHE Quality team for scrutiny and will then be further scrutinised by the University's Link Tutor.
Review the success of students progressing onto their target degrees.	Ongoing	Pathway Campus Manager and University Registry	Feedback into course development process at Pathway Campus	Data regarding student success on target course has been sent to the Pathway Campus for the 2016/17 IFP Cohort by the University. This information is being analysed to assess how to further develop the programme.