Terms of Reference for a Reference Panel to support Curriculum Review

The Curriculum Review process has been developed to support departments who are reviewing their taught course provision to take account of the College’s new Learning and Teaching Strategy and to embed the four pillars of the Strategy:

- a review of our curricula and assessment
- an evidence-based transformation of our pedagogy to make teaching more interactive
- the fostering of an inclusive and diverse culture
- the use of online and digital tools to enhance curricula, pedagogy and community

The Review process will also ensure that programmes adopt the new modular framework which has been approved by the College Senate.

The College’s normal course approval processes will apply to all taught courses which are reviewed through Curriculum Review with consideration firstly by the relevant Faculty Education Committee and then Programmes Committee, which will recommend approval of the courses to the Quality Assurance and Enhancement Committee.

The Role of the Reference Panel will be to undertake the peer-review scrutiny of programmes presented through Curriculum Review, and to:

1. provide advice and guidance to Departments and make recommendations for enhancement on the revised curricula in terms of content and presentation;

2. ensure that the review of taught course provision has been undertaken with due regard for the Learning and Teaching Strategy;

3. ensure that the revised curricula are in accordance with the College’s academic policy and the new regulatory framework set out in the single set of academic regulations and any additional accreditation requirements set out by Professional Regulatory or Statutory Bodies;

4. review and endorse all programme and module specifications prior to their submission to the relevant Faculty Education Committee.

5. provide assurance to the Programmes Committee that modules have been developed to meet College requirements within the new modular structure.

The Reference Panel will agree how best to conduct the process through the review of the programme documentation and through meetings with departmental representatives and student representatives as required throughout the process.

Composition

The number of groups should be determined based on the number of degrees to be reviewed until March 2019. The membership of the Reference Group should be as follows:

- Member of Programmes Committee (from a different Faculty and may draw upon the nominated substitutes)
- Chair of FEC or their nominated member of the relevant FEC
- At least two of the Teaching Fellows recruited as part of the Curriculum Review funding
- EDU representation
- QA Team representation