

**Higher Education Review (Embedded Colleges): Action plan template Quality Assurance and Enhancement Group (QAEG)**

<b>London ISC action plan relating to Higher Education Review (Embedded Colleges) of October 2016</b>						
<b>Recommendation</b>	<b>Action to be taken</b>	<b>Target date</b>	<b>Action by</b>	<b>Success indicators</b>	<b>Reported to</b>	<b>Evaluation</b>
<ul style="list-style-type: none"> <li>Ensure additional support is in place and accessible to students identified as at risk by the student progression system (Expectation B4)</li> </ul>	i. Introduce additional sessions for students identified as requiring additional support with English.	April 2017		The proportion of at-risk students participating in the sessions, given they are not mandatory.	Quality Assurance and Enhancement Group (QAEG)  Staff-Student Liaison Committee (SSLC)	Annual Monitoring Report qualitative and quantitative data and reflection (incorporating Programme Manager and Head of English annual reviews).  Centre Review.  Student outcomes statistics and progression to HEI.
	ii. Identify which areas within the subject modules students are finding most difficult. Arrange sessions for these areas.		Head of Centre Programme Manager	Overall improvement in assignment and examination results, notably in the area of Economics and Finance (the area identified by students as requiring the highest intervention).		
	iii. Students to sign up for the sessions to ensure appropriate group sizes. 'Drop-ins' will not, however, be excluded if space allows.		Head of English English Tutors Subject Tutors	Decrease in number of students failing to reach the progression requirement in English.		
	iv. Session times and dates to be publicised around the ISC and students informed during class.					
	iv. Ensure that times					

	and dates allow students from each programme the opportunity to attend support sessions.					
<b>Affirmation</b>	<b>Action to be taken</b>	<b>Target date</b>	<b>Action by</b>	<b>Success indicators</b>	<b>Reported to</b>	<b>Evaluation</b>
<ul style="list-style-type: none"> <li>The steps being taken, based on analysis of data, to develop the curriculum to better support students (Expectation B4)</li> </ul>	i. Review of all subject modules to ensure continued alignment with HEI expectations and NQF guidance.	30/06/2017	Programme Manager Subject Tutors	Improved student outcomes and success at HEI	Curriculum Committee QAEG Programme Approval and Validation sub-Committee (when changes agreed)	These deliberate steps should enhance the student experience and learning opportunities whilst at the ISC and improve the opportunity to succeed at the HEI.
	ii. As appropriate, ensure the Learning and Teaching (LTA) Strategy reflects any changes.	30/05/2017	Head of Centre	LTA meeting Provider's minimum expectations	QAEG	Improved student progression to HEI
	iii. Review International Foundation Year (IFY) progression tariffs to further support student success and outcomes.	31/01/2017	Head of Centre	Improved Student progression	QAEG PAVC Regional QAEG Academic Management Board (AMB)	

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