#### **Annex 17b: PRR Template for Periodic Review and Re-Approval Report and Recommendation to Senate for Programme Re-approval**

|  |  |
| --- | --- |
| Report | L:\Directorate\Governors\Common\C6 - Corporate Docs\New logo UoB-2018-black.jpg |

**Periodic Review and Re-approval Panel**

### A sub-committee of Education Committee

Report of a Periodic Review and Re-approval Panel held on *[insert date xx-xx-20xx]* to consider the following proposals:

|  |  |  |
| --- | --- | --- |
| Award and Programme Title | Course code | Partner organisation/PSRB/ external awarding body or organisation (if applicable) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

#### DECISION

The decision of the Programme Approval Panel is to recommend the following to the University Senate:

1. To approve the provision for a 5-year period, or until the next Periodic Review
2. To approve the provision for a designated period of time (less than 5-years)
3. That the provision is not approved for the following detailed reasons

*Delete outcomes that do* ***NOT*** *apply. For 1c. insert list of reasons for non-approval.*

#### COMMENDATIONS

Panels are invited to commend features of good practice. A feature of good practice is a process or way of working that, in the view of the Panel makes a particularly positive contribution in relation to: assurance of academic standards; the quality and/or enhancement of the learning opportunities for students; the quality of the information produced about the higher education provision.

The Panel commends the programme team on the following features of good practice:

*(Insert features of good practice)*

1.

2.

#### CONDITIONS

To ensure that the programme is fit for purpose, exceptionally, the Panel requires the completion of the following CONDITIONS of approval, by *(insert date xx-xx-20xx)*

1.

2.

#### RECOMMENDATIONS (Maximum of three)

To ensure that the programme(s) remains fit for purpose, the Panel makes the following recommendations for action during the first year of operation, *[insert academic year].*

1.

2.

Progress on these recommendations should be reported during the annual monitoring of the Programmes in the Programme Plan for the first year of operation, [insert academic year].

#### PANEL MEMBERS AND PARTICIPANTS OF MEETINGS

**SEO Officer:**

**PANEL**

|  |  |  |
| --- | --- | --- |
| **Panel Role**  | **Panel Member Name** | **Job Role Details**  |
| Chair  |  |  |
| External Panel Member |  |  |
| Internal Panel Member |  |  |
| Student Panel Member |  |  |

**STUDENTS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Current Programme**  | **Level of Study**  | **Student Rep – Y/N** |
| Student 1 |  |  |  |
| Student 2 |  |  |  |
| Student 3 |  |  |  |
| Student 4 |  |  |  |
| Student 5 |  |  |  |

**EMPLOYERS**

|  |  |  |
| --- | --- | --- |
| **Name** | **Job Role Details**  | **Organisation**  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**MANAGEMENT TEAM**

|  |  |
| --- | --- |
| **Name** | **Job Role Details**  |
|  |  |
|  |  |
|  |  |
|  |  |

**PROGRAMME TEAM**

|  |  |
| --- | --- |
| **Name** | **Job Role Details**  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

#### EVALUATION OF THE PROPOSAL:

The Panel evaluated the Critical Appraisal and the proposals against the Programme Approval Criteria through its scrutiny of the documentation contained in the Periodic Review and Re-approval Proposal Development Record located in Moodle at: …………. and during its meetings with those listed above.

The following lines of enquiry had been submitted in advance of the event and were pursued by the panel:

|  |
| --- |
| **Line of Enquiry** |
|  |
|  |
|  |
|  |
|  |

#### PANEL OUTCOMES:

|  |  |  |
| --- | --- | --- |
| **Approval Area** | **Met:****Y/N/****Partially** | **Resultant** |
| **Condition** | **Recommend-ation** |
| Critical Appraisal Document |  |  |  |
| 1. Rationale and Demand
 |  |  |  |
| 1. Programme Contents
 |  |  |  |
| 1. Programme Level Expectations
 |  |  |  |
| 1. Programme Structure
 |  |  |  |
| 1. Teaching, Learning and Resources
 |  |  |  |
| 1. Assessment
 |  |  |  |
| 1. Student Admissions and Student Support
 |  |  |  |
| 1. Student Engagement
 |  |  |  |
| 1. Additional Criteria for Apprenticeship Programmes
 |  |  |  |
| 1. Additional Criteria for Online Programmes
 |  |  |  |
| 1. Additional Criteria for Off-Campus Programmes
 |  |  |  |

Date of Report:

Report Author:

|  |
| --- |
| **Whether the additional considerations for any of the following types of provision have been satisfactorily covered:** |
| Off Campus partnership with other organisations (Responsibilities checklist). |  |  |  |
| Qualifications awarded in conjunction with another degree awarding body or awarding organisation (e.g. Pearson Ltd., for Edexcel awards).  |  |  |  |
| A proposal that involves accreditation by a Professional, Statutory and Regulatory Body (PSRB). |  |  |  |
| A proposal that involves an Apprenticeship Route |  |  |  |

### Name of SEO Officer *(insert)*:

###

### Standards and Enhancement Office

*(insert date xx-xx-20xx)*