

Higher Education Review (Embedded Colleges): Action plan template

Surrey International Study Centre action plan relating to Higher Education Review Study Group of October 2016.						
Good practice	Action to be taken	Target date	Action by	Success indicators	Reported to	Evaluation
In the course of HER(EC), the team identified the following areas of good practice that are worthy of wider dissemination.						
The comprehensive and integrated support that enables students to develop their academic and personal potential	i. Share good practice with the ISC/IC network, maintain and enhance this. ii. Review and enhance Personal Tutor (PT) system to further individualise student support.	August 2017	Head of Centre (HoC) with Heads of Department HoC with Welfare Officer & Academic Quality Officer	Progression rate consistently above 60%	Quality Assurance and Enhancement Group (QAEG) Heads of Centre Meeting Monthly Partnership Meeting	Student feedback key; staff feedback. Annual Monitoring Reports; Student Outcomes Plan

The use of alumni as Ambassadors to support students during their programme and after progression to the partner university	Share good practice with the network, maintain and enhance this Optimise role of student ambassadors by arranging presentations, drop-in sessions and induction talks	September 2017	HoC with Welfare Officer & Academic Quality Officer	Current students able to access advice and guidance from those who have experienced progression from IFY first-hand	HoCs Meeting	Student feedback, staff feedback
The use of detailed data analysis to inform programme development	Share good practice across the network, maintain and enhance this	September 2017	HoC with HoDs	Common areas of weakness targeted through curriculum development	Curriculum Committee QAEG HoCs Meeting	RPAG (red-pink-amber-green) student tracking ratings, examination results

© The Quality Assurance Agency for Higher Education 2015
Southgate House, Southgate Street, Gloucester GL1 1UB

Registered charity numbers 1062746 and SC037786