

# Quality Code for Higher Education

## HE Learning and Teaching Strategy

<b>Reference Code:</b>	3.2
<b>Version:</b>	3.1
<b>Date:</b>	August 2016
<b>Date of Implementation:</b>	August 2016
<b>Originator:</b>	Higher Education & Skills Department
<b>Approval by:</b>	Higher Education Learning & Teaching Committee
<b>Date for Review:</b>	July 2017
<b>Description:</b>	<p>This CoP sets out the policy and framework for learning, teaching and assessment, and the underpinning principles for Higher Education at the RNN Group.</p> <p><b>NOTE: Where the awarding body has different requirements this will take precedence over the College's Code of Practice</b></p>
<b>Responsibilities:</b>	Academic Heads / Curriculum Managers / Heads of Unit Higher Education & Skills
<b>Applications for exemptions to:</b>	Higher Education Learning & Teaching Committee
<b>Report Exemptions to:</b>	Higher Education Learning & Teaching Committee
<b>Links to UK Quality Code for HE:</b>	<a href="#">Chapter B3</a> <a href="#">Chapter B4</a>

## **1 Introduction and Scope**

- 1.1 This document sets out the policy and framework for learning, teaching, and assessment, and the underpinning principles for Higher Education at the RNN Group. The policy takes account of national priorities for Higher Education, the QAA Quality Code, and the requirements of legislation particularly concerning equality.
- 1.2 The student experience is central to the vision, mission and operations of RNN Group and its network of colleges. Learning and Teaching is therefore of strategic importance and requires a robust framework to support its effective management and enhancement.
- 1.3 This document applies to all Higher Education provision delivered by Colleges in the RNN Group network.

## **2 Achievement of General Educational Aims**

- 2.1 RNN Group has a set of general educational aims which apply to all its College programmes. To enable students to achieve these aims, and reflect other local and national priorities for learning teaching and assessment, RNN Group is committed to promoting the following principles throughout its college network.
  - A learner-centred approach that encourages active student engagement.
  - Inclusive learning through the promotion of equality, diversity and equality of opportunity.
  - A working partnership between students and all staff who facilitate learning.
  - Learning, teaching and assessment practices that are transparent, inclusive and fair.
  
  - Curricula that are relevant, and closely aligned with those of the partner university.
  - Effective mechanisms to continuously enhance the student experience.
  - Motivated academic and support staff, and the provision of on-going staff development.
  - A high quality learning environment.

## **3 Authority**

The Senior Leadership Team is the final arbiter of the interpretation and application of this CoP.

## **4 Learning and Teaching Strategy**

- 4.1 The RNN Group HE Department Learning and Teaching Strategy is informed by a variety of stakeholders including students' views and experience; staff innovations and development; employer feedback, and requirements and strategies. The Strategy encompasses pedagogy and provision, curriculum, delivery, e-learning, student affairs, professional development, reporting, monitoring and review, quality and standards.
- 4.2 The Strategy is reflective of both current and informed good practice alongside future aspirations, aims and objectives. Keeping the Strategy current, and therefore relevant, is essential to the achievement of the right long term aims for RNN Group HE Students.

## **5 RNN Group HE Learning and Teaching Framework**

### 5.1 HE Staff Forum

- a. The aims of the RNN Group HE Staff Forums are to consolidate and disseminate good academic and student enhancement practices across the College network in order to support and enhance the student learning experience.
- b. The HE Staff Forum's objective is to promote an informal regular gathering of HE academic staff, and in so doing foster a RNN Group learning and teaching community to reflect, review, discuss, advise and propose improvements to learning, teaching and student enhancement practices.

- c. Where the HE Staff Forum has been asked to undertake a specific project, the outcomes including any proposals for change, are considered by the Director of Higher Education and Skills and will be enacted as appropriate.

## 5.2 Director of Higher Education and Skills

Director of Higher Education and Skills is responsible for the strategic management of the quality and standards of the HE Learning and Teaching portfolio in within the RNN Group including the curriculum agenda and participation in promoting the sustainable growth of the RNN Group:

- a. The Director is charged with ensuring the effective embedding of a comprehensive quality assurance and enhancement/engagement regime across both the HE academic and administrative environment and thereby facilitate and support the management of the operations of all HE provision
- b. The Director is charged with the management of the overall operation of the learning, teaching and quality environment for the HE provision
- c. The Director is charged with ensuring that curriculum development and renewal as well as, approval of curriculum, curriculum documentation, programme development and expansion is managed in accord with RNN Group (and partner) requirements and guidelines
- d. The Director is charged with providing effective learning and teaching quality services and support as Director of the Higher Education Department
- e. The Director is charged with the standards audit and maintenance of quality improvement process for HE provision

## 6 HE Learning and Teaching Committee (HE LTC)

6.1 The HE LTC provides a dedicated mechanism to consider the HE educational provision of the RNN Group.

6.2 The remit of the committee is wide and includes the following objectives:

- a) admission monitoring and reporting
- b) development and implementation of the HE Strategy and various HE Action Plans;
- c) consideration and review of annual monitoring and review for learning, teaching and assessment along with Module Panel and Exam Board Action Plans
- d) consideration and review of TEF study data as supplied by HEFCE;
- e) consideration and agreement of HE teaching and assessment schedules, where appropriate;
- f) implementation of effective moderation practices and processes;
- g) review of student attendance and performance data and implementation of agreed actions;
- h) implementation and review of assessment and examination regimes, policies and protocols;
- i) review of minutes/notes from the HE Student Forum, HE Staff Forum and student feedback and implementation of enhancements.
- j) implementation of Senior Leadership Team decisions as communicated by the Director of Higher Education and Skills;
- k) consideration of new programme proposals or changes to existing modules – content and themes, structure and assessment regimes, points of articulation, curriculum content and LOs.
- l) consider mitigating circumstances, and academic appeals;
- m) consideration of student complaint/grievance to stated policy and reporting; and
- n) ongoing review and development of the academic and student support service activities for HE students and the resources needed to support them.

## **7 HE Student Forum**

- 7.1 The HE Student Forum provides an opportunity for discussion and consideration of matters of common concern or of good practice among the HE student body. Through discussion, advice and action, the Forum aims to enhance the quality of the student experience.
- 7.2 The remit of the Forum is to consider the following objectives at each meeting:
- a) determine effective ways of seeking formal and informal feedback both from the student body and the RNN Group on discussions and actions or enhancements made;
  - b) discuss areas of concern or good practice with regard to teaching, programme content, services, facilities and student social events.