

INFORMATION FOR STUDENTS MEETING WITH PROGRAMME REVIEW AND ENHANCEMENT-LED INTERNAL SUBJECT REVIEW (ELISR) PANELS

1 Introduction

Like all universities and colleges in Scotland, GCU is required by the Scottish Funding Council (SFC) in the Tertiary Quality Enhancement Framework (TQEF), to undertake periodic reviews of our academic programmes and subject areas. The key question the SFC seeks to answer is:

“Is the provision delivered by Scotland’s colleges and universities of high quality and does it continue to improve?”

As such, the Department of Quality Assurance and Enhancement (QAE) coordinates an ongoing cycle of review events at programme and subject level, known as **Programme Review** and **Enhancement-Led Internal Subject Review (ELISR)**. Programme Review and ELISR focus on assuring academic standards, continuous quality enhancement, and enhancing the student experience. All events are designed to be robust, collaborative and supportive.

The input of students throughout the review process is crucial. Student engagement and partnership working is interwoven through all aspects of each event’s end-to-end process. This document has been designed to provide you with some useful information to assist you in your role as a student stakeholder. We hope that you enjoy the experience and benefit from taking part, and we thank you in advance for your participation.

2 What happens during Programme Review and ELISR?

- Programme Reviews are typically focused on one academic programme, while ELISR events consider a whole subject area (normally an academic department). Both take place every five years.
- A panel meets to undertake the review, normally comprised of GCU staff, a student panel member and external panel members.
- Events are normally held virtually via Microsoft Teams but may occasionally be held on campus.
- Staff from the programme or department being reviewed produce a Programme Periodic Review Document/Reflective Analysis Document to reflect upon and evaluate current practice; identify strengths and areas for enhancement; and put forward any future plans or developments. This documentation set draws on key datasets, annual monitoring, student feedback, and student and staff consultation throughout its production.
- The review panel then holds a series of meetings with groups of key stakeholders, including staff, students, recent graduates and employers, to discuss themes arising from the documentation set, hear more about how things work in practice, and learn from your experiences.

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- After the meeting, the panel confirms the outcome of the review, including any areas of good practice or recommendations for enhancement. A report is produced by the Department of QAE post-event.

3 What is my role as a Student Stakeholder?

You have been invited to meet the panel because you are either a current student or recent graduate from the programme or subject being reviewed. You are a key stakeholder, and your involvement allows the panel to use your student expertise and voice to inform any enhancements. You will normally meet the panel virtually with a small group of fellow students and/or graduates and collectively you will be asked questions about your experiences of being a student on your programme or in your department. The exact questions or topics that the panel raise with students will vary from event to event, but typically they will be interested in your learning experience, covering themes such as:

- Learning and teaching, including assessment and feedback
- Enabling student success – wellbeing, inclusion, equality, student support
- Learning resources, environment and technologies e.g. library or computer labs, IT
- Student engagement and partnership working

Your voice and expertise are crucial to informing enhancements to the learning experiences of future students and you are encouraged to take part if invited to do so. As a student stakeholder **you won't normally be asked to participate for any longer than an hour on the specified day**, but your Programme Leader will confirm the arrangements.

4 Student Stakeholder Checklist:

Before the event:

- ✓ Contribute to the development of the documentation set for the event you are involved with when invited to do so by the programme or department team. This may be done via your Student Partnership Forum, or there might be online polls/surveys, short discussions in class, focus groups or co-creation events. Engage in the way(s) that work for you. The important thing is to have your voice heard.
- ✓ Begin to reflect on your learning experience of the programme or subject being reviewed. You may find the [sparqs Student Learning Experience Model Digital Resource](#) helpful to inform your thinking. Please note that you are not expected to get to grips with everything contained within this model; it is more of a useful steer.
- ✓ Attend any briefing session you are invited to ahead of the event itself. This is a useful opportunity for you find out a bit more about the purpose and structure of the meeting on the day; themes likely to be explored; and how you have been consulted on any proposed programme changes or enhancements.
- ✓ Familiarise yourself with the potential key discussion points for the day itself, which will be shared with you by the programme or department team.

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On the day:

- ✓ If the event is online, ensure you have a quiet, comfortable, and private space to participate.
- ✓ Remember to be punctual!
- ✓ The meeting will be friendly and there are no trick questions. We encourage you to be as open and honest as possible. All information you share on the day is treated confidentially.
- ✓ Provide balanced and constructive feedback that considers what works well and what could be improved, offering solutions where possible. Please note that panels can't consider or resolve individual issues for participants, so this is not the forum to raise them.
- ✓ Work as a group to answer the panel's questions, allowing space for everyone to contribute.
- ✓ For online meetings, please switch your camera on where possible. This provides a more open, interactive and engaging environment for all involved.
- ✓ Don't worry if you lose connection or experience any IT difficulties or issues - just re-join as soon as you can.

After the event:

- ✓ Congratulate yourself for your contributions to the quality assurance and enhancement of the programme/department at GCU. You have likely gained some valuable skills through this undertaking, including:
 - An opportunity to work in partnership with the University; to share your experiences; and to influence and shape high-level decision making.
 - Development of your knowledge and skills in a professional setting. These include but are not limited to: partnership working; communication; critical and systems thinking; confidence; emotional intelligence. Prospective employers in a range of industries and professions like to hear examples of when you have demonstrated these skills.
 - Enhancement of your CV. Showcase the experience and skills you have gained as a student stakeholder in your CV and job applications.
- ✓ In the spirit of closing the feedback loop, you will normally be informed of the review outcome, including any actions for the programme or department to undertake. This may be done via your programme's Student Partnership Forum or other School mechanisms. The event report is also considered at the University's Learning Enhancement Sub-Committee.
- ✓ For ELISR, one year on from the review, a year-on report is completed to confirm progress on any actions. This is provided to the University's Learning Enhancement Sub-Committee and may also be presented to the relevant Student Partnership Forum(s) for student input.