

University of Glasgow**Academic Standards Committee - Friday 14 November 2008****Consideration of DPTLA Reports during 2008-09****Ms H Butcher, Clerk to the Committee**

Monitoring internal subject review (Departmental Programmes of Teaching Learning and Assessment) falls under Academic Standards Committee's remit as part of the overall task of assuring and enhancing the quality of the University's taught educational provision and the maintenance of standards. In particular, ASC's task is "receiving review reports, identifying issues or recommendations requiring action in other areas of the University and monitoring responses to actions or recommending further action as necessary". This is interpreted as the fulfilling of a monitoring/audit function by ASC.

Each year ASC receives the following reports relating to the DPTLA process:

- Reports of Reviews held in the session (Full Review Reports, approved by the Panel Convener, containing recommended actions arising from the Review);
- 12 Month Update Reports – a standard report on progress with actions/recommendations;
- Updates on Progress with Recommendations – ad hoc reports, normally requested by the Panel Convener, where updates are considered necessary outwith the normal 12 month update cycle;
- Annual overview of recommendations – compiled by the Senate Office;
- Annual overview of good practice and key strengths identified in Reviews – compiled by the Senate Office.

In order to spread the work load relating to DPTLA reports submitted to ASC, academic members of the Committee are each allocated a number of subject areas annually. Members are asked to consider reports for their subjects when they are submitted to the Committee. Each subject area will be allocated two ASC members. Guidance on the process of reviewing the reports is given below. The annual overview reports should be considered by all members. The aim of the overview of recommendations is to identify any themes or issues that may require attention at Faculty or University level. The annual summary of good practice provides a mechanism for identifying practices for promotion across the University.

The Role of the ASC Member

Prior to the meeting of ASC which will be receiving a DPTLA report in your designated subject area; please check the report to see whether it contains any issues or recommendations (typically those which will enhance the quality of the university's taught provision) which would relate to other areas of the university and therefore may need wider dissemination. Update reports should be considered in order to confirm the DPTLA Panel Convener's view that there have been appropriate responses to the recommendations by the department or other body to whom the recommendation has been directed. In some cases there may be a need for further updates or reports to be made – this will usually have been identified by the Convener before the report is submitted to ASC. At least one of the two ASC

members should advise the Committee in the event that there are issues arising from the report pertinent to the ASC role in this process. (Members who are unable to attend should provide any comments they may have in writing to the Clerk who will also pass these on to the second reviewer).

ASC is also required to monitor the effectiveness of the internal subject review process itself by considering and recommending “changes to procedures for internal subject review as necessary.” Therefore, if a DPTLA report raises any concerns about the overall review process, this should also be drawn to the attention of the Committee, and preferably to the attention of the Clerk and Convener in advance of the meeting.

Allocation for 2008-09

The following allocation of ASC members to DPTLA reports is proposed for 2008-09. Where possible, there is continuity between previous review of full reports and subsequent updates.

Full Review Reports 2008-09

Department	Expected Date of Submission to ASC	Reviewers
Archaeology	April / May 2009	Quintin Cutts Sean Johnston
Chemistry	May 2009	Neil Evans Alice Jenkins
English Language	May 2009	Bob Hill Arthur Whittaker
English Literature	May 2009	Tom Guthrie Paul Skett
Mathematics	May 2009	Phil Cotton Alice Jenkins
Mechanical Engineering	May 2009	Quintin Cutts Dominic McCafferty
Scottish Literature	May 2009	Vince Bissell David Watt

12-Month Update Reports 2007-08

Department	Expected Date of Submission to ASC	Reviewers
Aerospace Engineering	November 2008	Neil Evans Bob Hill
Sociology, Anthropology & Applied Social Sciences	November 2008	Vince Bissell Thomas Munck

Classics	May 2009	Bob Hill Dominic McCafferty
Computing Science	May 2009	Paul Skett Phil Cotton
Economic & Social History	May 2009	Quintin Cutts David Watt
Economics	May 2009	David Watt Dominic McCafferty
Geographical & Earth Sciences	May / October 2009	Neil Evans Alice Jenkins
History	May 2009	Tom Guthrie Arthur Whittaker
Theology & Religious Studies	May 2009	Vince Bissell Sean Johnston

Further Updates on Progress with Recommendations

Department	Expected Date of Submission to ASC	Reviewers
Adult & Continuing Education	February 2009	Neil Evans Tom Guthrie
Politics	February 2009	Paul Skett Dominic McCafferty
Theatre, Film & Television Studies	February 2009	Paul Skett Quintin Cutts
School of Modern Languages & Cultures	April 2009	Phil Cotton Bob Hill
Philosophy	May 2009	Vince Bissell Phil Cotton
Educational Studies	May 2009	Sean Johnston Arthur Whittaker
Veterinary Medicine	April / May 2009	Tom Guthrie Alice Jenkins

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