



# Higher Education Quality Enhancement Policy

*Excellence, Passion, Integrity, Valuing Others,  
Supportiveness, Teamwork*



Principal: **Tim Jackson** BTech (Hons), PGCE

### **Our Mission**

### **Our Values**

Excellence, Passion, Team Work, Integrity, Innovation,  
Sustainability, Valuing Others and Supportiveness

**Sparsholt College Hampshire, incorporating Andover College**

The **Higher Education Quality Assurance and Improvement Policy** was approved by the Board of Governors in March 2017 and is effective from 30 March 2017.

Equality Impact Assessment

Conducted: October 2013

Originator:

Located:

Head of Faculty – Higher Education

College intranet

College website

Date of next scheduled review:

*February 2020*

# Higher Education Quality Enhancement Policy

*Excellence, Passion, Integrity, Valuing Others, Supportiveness, Teamwork*

## Contents

1. Purpose of the HE Quality Enhancement Policy
2. Definitions of the Policy
3. The Policy
4. Implementation
5. Associated Documents
6. Monitoring and review

## 1. Purpose

- 1.1 Sparsholt College is an Associate College of the University of Portsmouth and holds responsibility for maintaining Academic Standards, whilst the University takes the lead in the setting of Academic standards. The purpose of this policy is to ensure that appropriate and effective teaching, support, assessment and learning resources are provided for students; that the learning opportunities provided are monitored; and that the College, in consultation with students, works to enhance them.
- 1.2 The College is committed to enabling all Higher Education learners to reach and exceed their goals while at college. An integral part of this commitment is to create an ethos of quality enhancement that impacts in a positive and progressive manner on all aspects of the Higher Education experience at College.
- 1.3 The College is committed to developing and implementing quality assurance and improvement procedures that promote widening participation and equality of access for all learners, regardless of their mode of study, age, disability, gender, race, religion, sexuality or transgender status.

## **2. Definitions**

- 2.1. *Academic quality is concerned with how well the learning opportunities made available to students enable them to achieve their award' (QAA UK Quality Code).*
- 2.2 The Higher Education Academic Strategy defines its commitment to quality assurance and improvement through the following key themes:
- The College will provide an educational experience underpinned by applied professional and industry related practice and research that inspires, engages and challenges students and promotes success in an inclusive and supportive environment.
  - Through and beyond the curriculum, the College will enable students to develop skills and gain experience through work related learning to prepare them for success in progression to further study and graduate employment.
  - The learning and study environments will provide Higher Education students with the support and guidance to meet their own and the College's aspirations within a high quality teaching and learning environment.
  - The College will promote the concept of the independent learner, who adopts a shared responsibility for learning and the enhancement of learning to enrich their overall experience.
  - The College will develop, recognise and reward excellent and inspirational staff.

## **3. The Policy**

- 3.1 Quality Enhancement will enable students to develop their academic, personal and professional potential.
- 3.2 The College will have effective procedures to monitor and review Higher Education programmes including the effective design and approval of new programmes in conjunction with the University of Portsmouth.
- 3.3 Quality assurance and improvement processes will promote the involvement and empowerment of students in the process of shaping the Higher Education learning experience.
- 3.4 Higher Education teaching staff will engage in training, professional development and scholarly activities to ensure effective delivery of teaching, learning and assessment.
- 3.5 Assessment of students will be valid and reliable, with processes in place to ensure that award of qualifications and credit are based on the achievement of the intended learning outcomes.
- 3.6 Students complaints and appeals procedures will be fair effective and timely.
- 3.7 The College will work effectively with the University of Portsmouth to ensure that External Examiners make a valued and robust contribution to the Higher Education quality enhancement procedures.

## 4. Implementation

- 4.1 It is the responsibility of all staff and managers involved in the delivery of teaching, learning assessment and support to Higher Education students to ensure the effective implementation of Quality Enhancement processes across the College. The Head of Faculty - Higher Education will lead the process, supported by Learning Managers and Higher Education Senior Practitioners.
- 4.2 The Head of Faculty - Higher Education will be responsible for the planning and implementation of quality assurance and improvement processes and activities throughout the academic year. See appendix 1 Quality Enhancement Cycle.
- 4.3 Higher Education students will be informed and empowered to become involved in Quality Enhancement processes through the following activities:
- Student representation on the College's Governing Body
  - Higher Education Student Council
  - Course representatives
  - Cross College Learner Voice
  - Curriculum area Learner Voice activities
  - Student representation on the curriculum Board of Studies
  - Contribution to Unit Evaluative reports
  - Higher Education online student surveys including NSS
  - Group tutorials
- 4.4 The Head of Faculty - Higher Education will be responsible for the implementation of an HE specific teaching and learning observation, to include formal observation, peer observations, and effective sharing of good practice
- 4.5 All Higher Education teaching staff will be responsible for engaging and complying with the Examination and Assessment Regulations for Sparsholt College, as agreed with the University of Portsmouth.
- 4.6 Student complaints and appeals will be addressed through the College's feedback policy and the University of Portsmouth Appeals procedure as relevant.
- 4.7 **Staff and groups with specific responsibility:**
- Quality & Standards Committee of the Governing Body
  - Higher Education Strategic Group
  - Head of Faculty - Higher Education
  - Higher Education Senior Practitioner
  - Learning Managers
  - Higher Education teaching staff
  - Higher Education Student Council
  - Research and Standards group

## **5. Associated Documents**

- QAA UK Quality Code Part B
- University of Portsmouth Associate College agreement
- Sparsholt College Higher Education Academic Strategy
- Feedback Policy
- Single Equality Scheme
- Higher Education Student Engagement policy
- HE Student Charter
- Student Code of Conduct
- Examination and Assessment Regulations
- Higher Education Academic Performance and Conduct Policy
- Staff Development Policy.

## **6. Monitoring, Review and Evaluation**

- 6.1 The Higher Education Strategy Group and the Higher Education Student Council will monitor the effectiveness of the Quality Enhancement Policy to ensure that appropriate and effective teaching, support, assessment and learning resources are provided for students; that the learning opportunities provided are monitored; and that the College considers how to improve them.
- 6.2 The Higher Education Board of Studies, which includes student involvement, will play a pivotal role in the implementation and review of the Quality Enhancement policy.