

## **QAA Action Plan**

The Condé Nast College of Fashion & Design received the Quality Assurance Agency (QAA) Institutional Review Report in June 2015, which confirms that the college's academic standards meet UK expectation.

The following points were identified as good practice:

- The involvement of high calibre industry professionals in the delivery of the programmes, which enhances the learning experience (Expectation B3).
- The active encouragement of teaching staff to work as external examiners to broaden their higher education expertise (Expectation B3).
- The use of industry guest speakers in presenting their career histories inspires students to achieve their professional potential (Expectation B4).
- The high quality human, physical and digital resources, which promote student employability (Expectation B4).
- The well-designed industry projects that develop a wide range of employability skills for students and provide beneficial outcomes for employers (Expectations B6 and B10).

The following points are recommendations from the review team including planned action or action that has already taken place.

- *Agree and implement its proposed Learning and Teaching Strategy to ensure a shared understanding of the College's approach to learning and teaching (Expectation B3).*
  - The Academic Director has developed the Learning, Teaching & Enhancement Strategy for the college in consultation with the Academic Standards Committee. The strategy looks at five key areas and is aligned with the colleges Strategic Plan 2014-17.
  - **Recommendation met**
- *Strengthen its academic governance so that the operation of committees reflects their terms of reference, is timely, and outcomes are effectively recorded and disseminated (Expectations A2.1, B6 and B8)*
  - The committee's terms of reference have been updated to reflect the role of each.
  - The Academic Director and Registrar have agreed on a new format for the Examination Board and Academic Standards Committee to improved the verification process.
  - **Recommendation met**

- *Review the terms of reference of committees to ensure appropriate student representation (Expectation B5)*
  - A student will always be present at the annual Academic Standards Committee meeting. A student attended the most recent meeting in July 2015.
  - **Recommendation met**
  
- *Consistently respond to all formal external examiner reports through the College's deliberative committees (Expectation B7).*
  - The Gateway External Quality Assurer Inspector now attends all Examination Board meetings. Any comments are recorded; the recommendations acted upon and followed up in the next Examination Board meeting. This started at the last Examination Board meeting July 2015.
  - Our appointed External Examiner now attends each Academic Standards Committee meetings and gives a summary of their findings. The External Examiner provides a report and this is responded to in the Annual Monitoring Report created by the Academic Director. This started at the last Academic Standards Committee meeting July 2015.
  - **Recommendation met**
  
- *Formalise and implement the proposed process for lesson observations to support staff development (Expectation B3).*
  - The Academic Director has produced a Peer Observation Policy and Peer Observation Template. This has been circulated to all staff and training is scheduled for September before our next cohorts start.
  - **Recommendation met**
  
- *Make effective and consistent use of external reference points in programme monitoring and review (Expectation B8)*
  - The Annual Monitoring Report has been adapted so that it includes a section on external reference points and references to the Quality Code. This has been implemented in the most recent report that was produced by the Academic Director in August 2015.
  - **Recommendation met**
  
- *Formalise and regularly review information produced for internal and external stakeholders to ensure that it is fit for purpose, accessible and trustworthy (Expectation C)*
  - All documentation and systems have been listed and allocated to a staff member/s who is responsible for reviewing and updating them each year. Any major changes in the information will be communicated in the College Committee Meetings or put forward for further discussion. All information produced has been reviewed as of August 2015.
  - **Recommendation met**

- *Articulate and formalise the College's approach to disseminating good practice and enhancing student-learning opportunities (Enhancement).*
  - The academic team will meet each term to discuss good practice and enhancement. In addition to more peer observations of others in the academic team, there will also be observations of visiting lecturers to learn good practice from an external source.
  - **Recommendation met**
  
- *Ensure that the formal process for programme design requires independent external input, includes approval by the College's senior academic committee and is fully recorded (Expectation B1).*
  - The Academic Standards & Quality Assurance Handbook has been reviewed and updated with a more reflective process on the college's process for programme design.
  - **Recommendation met**

Affirmation of action being taken The QAA review team affirms the following actions that the Condé Nast College of Fashion and Design is already taking to make academic standards secure and/or improve the educational provision offered to its students.

- *The action being taken to formalise the relationship with the external examiner appointed by the College (Expectations A3.4 and B7).*
  - External Examiner was appointed and attended the Academic Standards Committee meeting in July 2015.
  - **Affirmation confirmed**