

**Manchester Metropolitan University**

**Actions arising from Chair of ADC's AME Report to Academic Board on the findings of the 2009/10 Annual Monitoring Exercise:**

LEAD MONITORING RESPONSIBILITY IN BOLD; actions to feed in to committee business planning cycle

**1. Summary of the outcomes of the Annual Monitoring Exercise**

<b>Identified Action</b>	<b>Responsibility</b>	<b>Timescale</b>	<b>Priority status</b>
1. Review role and composition of plenary meeting.	<b>CASQE</b>	2010/11	High

**2. Issues highlighted in the Students' Union and central service provider reports**

<b>Identified Action</b>	<b>Responsibility</b>	<b>Timescale</b>	<b>Priority status</b>
<b>2.1</b> Recommendation to explore possibility of 'tracking issues' document to monitor issues raised by students.	<b>DVC (SE) CASQE Students' Union</b>	2010/11	High
<b>2.2</b> Review appropriateness of central service provider template and associated processes.	<b>CASQE Director of Student Services, Head of Library Services</b>	2010/11	Medium
<b>2.3</b> Further development of centralised timetabling and work relating to the availability of timetables.	<b>PMI</b>	2010/11	High

### 3. Matters of institutional significance

Identified Action	Responsibility	Timescale	Priority status
3.1 Early development of plans to transfer from WebCT to Moodle, with staff training to be considered a priority.	<b>DVC (SE) Learning and Research Technologies, CeLT</b>	2010/11	High
3.2 Continued efforts to enhance flexible access to facilities and appropriate learning resources for part-time, postgraduate and CPD students, linking to planned capital improvements and associated facility management.	<b>Services Group SAS</b>	2010/11 - 2011/12	High

### 4 Trends and/or generic themes

Identified Action	Responsibility	Timescale	Priority status
4.1 To review University processes, systems and regulations in order to better meet the needs of non-HEFCE funded students.	<b>DVC (SE) Services Group P&amp;MI Student Services CASQE</b>	2010/11 – 2011/12	Medium

### 5 Institutional-level commentary on the findings of external examiners' reports

Identified Action	Responsibility	Timescale	Priority status
5.1 To develop overview report on institutional issues arising from external examiners' reports.	<b>CASQE</b>	2010/11	Medium

## 6 Collaborative Provision

Identified Action	Responsibility	Timescale	Priority status
6.1 Monitor revised AME process for collaborative partners.	CPO CASQE	2010/11	Medium

## 7. Effectiveness of student voice in quality management

Identified Action	Responsibility	Timescale	Priority status
7.1 Monitor impact of implementation of Threshold Standards and review University Student Agreement.	DVC (SE) CASQE Students' Union Quality Enhancement Sub-committee	2010/11	Medium
7.2 Continue efforts to enhance opportunities for student voice and feedback, ensuring active responses and feedback on actions taken, including consideration of the implementation of an electronic-based tracking mechanism to maximise student involvement in monitoring and evaluation processes.	DVC (SE) Students' Union CASQE	2010/11	High

## 8 Key examples of good practice to be evaluated and disseminated

Identified Action	Responsibility	Timescale	Priority status
<b>8.1</b> Further development of monitoring and tracking system for specific group of students developed by MMU Cheshire.	<b>Quality Enhancement Sub-committee</b>	2010/11	Medium
<b>8.2</b> Development of CeLT's Academic Practice database.	<b>CeLT FADC Chairs</b>	Ongoing	Medium

## 9 Additional issues raised at ASSC Plenary Session

Identified issues for consideration	Responsibility	Timescale	Priority status
<b>9.1</b> Faculties to ensure that local action taken to augment the information held in the PSRB database to provide a full set to data to facilitate the production of an evaluative report on institutional engagement with PSRBs.	<b>Faculty staff with PSRB involvement, FADCs, CASQE</b>	Ongoing	Medium